



CATHOLIC DIOCESE OF BALLARAT

WORKPLACE HEALTH and SAFETY POLICY

The Catholic Diocese of Ballarat and its parishes are dedicated to providing a healthy and safe work environment for all persons who work for or who are associated with its activities. The Workplace Health and Safety Policy covers all workforce participants - clergy, employees, leaders and managers, volunteers, contractors, sub-contractors, religious, parishioners and representatives of the Catholic Diocese of Ballarat.

All workforce participants within the Diocese and its parishes are expected to cooperate and comply with the Diocese's Workplace Health and Safety Policy.

The implementation of this policy will be realised through:

- Compliance with the Victorian Occupational Health and Safety (OHS) Act 2004, OHS Regulations 2017, OHS Health and Safety (Psychological Health) Regulations 2025, OHS Act compliance codes and codes of practice.
- Adherence to the Diocese's staff consultation and communication procedure, including when and how consultation must occur, the steps to be followed in the consultative process, and the establishment of consultative forums to share information about incident investigations, workplace inspections, and audits; the monitoring of unresolved or overdue matters and safe systems of work.
- Provision of information about work, health and safety responsibilities and accountabilities to all workforce participants, with training and supervision provided to enable all stakeholders to undertake their assigned duties competently and in a safe manner.
- All reasonable steps taken to eliminate hazards related to workplace activities, including psychosocial hazards, by adhering to the hierarchy of control guidelines: hazard identification, risk assessment, implementation of controls, and ongoing monitoring to eliminate or minimise risk.
- All incidents including injuries and near misses reported, investigated and recorded, with causes identified and corrective action taken in a timely and proportionate manner.
- Provision of adequate resources to ensure the Diocese will fulfill its commitment to this policy.

All workforce participants are expected to be proactive with respect to the health, safety and wellbeing of themselves and others. This policy will be communicated at induction and training sessions. It will be displayed on the appropriate noticeboard in each workplace and on the Diocesan intranet site.

[OHS Act 2004](#)

[OHS Regulations 2017](#)

[OHS Health and Safety \(Psychological Health\) Regulations 2025](#)

This policy will be reviewed every two years. Legislative amendments, Diocesan organisational changes or adjustments to business needs will be incorporated as required. Workforce participants will be advised of such changes and arrangements for their implementation.

Authorised by:

Date:

Date last reviewed:

Next review date: