



## Occupational safety and health

### Commitment

The safety and health of staff is essential to the success and sustainability of our business. We are committed to promoting a workplace culture where health and safety are fundamental aspects of our day to day business practice. Our commitment is underpinned by safety obligations within the *Occupational Safety and Health Act 1984 (WA)*.

### Management approach

#### Compliance and best practice standards

Our management approach involves compliance with applicable legislation, including the *Occupational Safety and Health Act 1984 (WA)*, and regulations, including *Occupational Safety and Health Regulations 1996 (WA)*, as well as government approvals and licence conditions. We also comply with the *Australian and New Zealand Standard AS/NZ 4801:2001 Occupational Health and Safety Management Systems* and codes of practice. LandCorp holds a Gold Worksafe Accreditation. Gold Certificates are awarded to organisations demonstrating excellent progress towards a best practice approach to safety and health management.

#### Policy and procedures

To provide further guidance to employees we have a series of occupational safety and health related policies including:

- Health, Safety and Wellbeing
- Employee Safety During Cyclones
- Isolated Country Driving
- Pandemic Management
- Smoke-free Working Environment

Our procedures manual contains comprehensive occupational safety and health procedures for use by all operational (development project) staff who must comply with organisational policy and ensure our staff and contractors implement health and safety management practices for all site-based and external projects. We define the

critical elements and requirements to identify, eliminate and minimise health and safety risks and hazards.

Contractors tendering on LandCorp's works opportunities must be pre-qualified. Through the prequalification process LandCorp aims to: promote best practice in the civil contracting industry through establishing standards for Occupational Safety and Health Management, Quality Assurance and Environmental Management. LandCorp works with contractors with the aim of providing a "Zero Harm Culture" at all of its projects, irrespective of size or location and actively encourages the sharing of safety initiatives which can be used throughout our industry, to help each of us meet our obligations to provide a safe place of work for our employees and contractors.

#### Occupational safety and health management systems

For our employees and visitors we seek to demonstrate health and safety leadership by developing a culture which supports compliance, reporting and distribution of health and safety material to enhance the focus on prevention.

For our external stakeholders, we communicate, consult and engage with our clients, contractors, consultants, the community and all other parties on health and safety matters to improve safety culture, compliance and performance.

We ensure appropriate information, training and supervision is maintained. This includes:

- occupational safety and health training as part of the orientation process for staff;
- compulsory occupational health and safety training and passing an assessment at the completion for all staff;
- more detailed training workshops for development managers (project-related staff) who are provided with more in-depth operations based training to enable them to fulfil their roles, and
- contractors are provided with an overview of policy and procedures, which outline our commitment to the safety, health and wellbeing of all personnel.

#### Occupational Safety and Health Committee

The Occupational Safety and Health Committee meets quarterly providing a planned forum for proactive discussion on health and safety matters across the organisation to systematically address any issues. 10 per cent of LandCorp's total workforce is represented on the formal joint management-worker Occupational Safety and Health Committee.

#### Statement of compliance to injury management

We have a commitment in place to provide injury management support to all workers who sustain a work related injury or illness with a focus on safe and early return to meaningful work and in accordance with the *Worker's Compensation and Injury Management Act 1981*.



### Role and responsibilities

The Board is accountable for the implementation of the Health, Safety and Wellbeing Policy. All LandCorp employees, contractors and visitors have a personal responsibility for the application of the Health, Safety and Wellbeing Policy.

We also have a staff member that guides our corporate approach to managing occupational safety and health, as well as supporting the implementation of safety and health project compliance and risk management.

### Evaluation approach

#### Mechanisms for monitoring our approach

The MyOSH system allows us to monitor information on incidents or hazards affecting our employees. Incidents are reported to management within 24 hours and escalated in accordance with risk categories. Safety reports are reviewed by Executive monthly and the operational division managers group weekly. The Board receives immediate notification of all category five (major and catastrophic) incidents. In addition, the Occupational Safety and Health Committee meet quarterly to discuss and address any issues.

We continue to review our occupational safety and health management system (MyOSH) and overall approach so that we deliver a measurable high standard of health and safety performance. This includes monitoring compliance, investigating incidents, implementing actions or programs for future prevention and implementing independent audits.

### Measures and reporting disclosure areas

We have identified a number of corporate measures and disclosure areas which form the focus of data collection, analysis and reporting for occupational safety and health. We evaluate our performance using the following measures which inform our decision making and communication to stakeholders:

- Lagging Indicators - incident reports, statistics and trends
- Leading Indicators - audits, inspections, training, OSH Committee Meetings, hazard reports and risk management.
- Lost time injury and/ or disease incidence rate
- Lost time injury and/or disease severity rate
- Percentage of injured workers returned to work, within 13 weeks, or within 26 weeks
- Percentage of project-related personnel that hold a Construction Induction Card (White Card)
- Percentage of LandCorp's total workforce represented on the formal joint management-worker health and safety committee
- Percentage of staff who have completed online occupational safety and health online induction with assessment
- Percentage of managers trained in occupational safety, health and injury management responsibilities.

### Results

Our annual performance results can be viewed in our annual and sustainability reporting publications <https://www.landcorp.com.au/News/Publications/Annual-Report-2015-16/>