



WH&S Consultation Policy

Scope:

This policy applies to **all Volunteers, Workers, visitors, and contractors** in working for the **Indian Australian association of South Australia (IAASA)**.

Requirements:

IAASA WHS Commitment:

IAASA is committed to providing our workplaces with consultative arrangements that allow Volunteers to contribute to decisions that impact on their health and safety.

- Workplace health and safety benefits significantly from effective consultation. Volunteers are often best placed to identify health and safety hazards and issues in the workplace.
- Consultation and communication can also help build commitment to health and safety.
- Consultation on WHS issues shall be meaningful and effective and Volunteer contributions valued and taken into account;
- Consultation will not delay the implementation of a policy or procedure to address an immediate or serious health and safety risk in a timely manner;
- Consultation will be undertaken in a manner consistent with positive supportive working relationships; and

IAASA has ultimate administrative and operational responsibility for all workplace decisions that affect health and safety provided that these decisions are made in accordance with the consultation principles outlined in this policy.



IAASA will meet its commitment to Health & Safety by:

Consulting with Workers so far as is reasonably practicable when making any decision or change in relation to their health and safety in the workplace including the following:

- identification of workplace hazards;
- assessment of the risks associated with workplace activities and hazards;
- decisions made in relation to measures taken to eliminate or control workplace risks;
- review of workplace risk assessments;
- introduction of, or alteration to procedures for monitoring workplace risks;
- decisions made in relation the adequacy of workplace facilities;
- proposed changes to the work premises, systems of work, plant or substances used at the workplace;
- decisions made in relation to changes in job role; and
- decisions made in relation to consultation procedures, and any legislative requirements.

Where WHS issues cannot be resolved directly as a result of using the local/established WHS issue resolution procedure, external assistance may be sought.

IAASA and contractors are required to:

- consult and cooperate with **IAASA's** policies on health and safety related matters;
- openly communicate any instances of hazards or incidents in the workplace;
- provide feedback to **IAASA** on the effectiveness of established consultation and communication arrangement.