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2.1 Workplace Health and Safety Policy

1. Purpose

It is **Central Cape Repairs** policy that each of our workers shall be provided with a safe and healthy place in which to work, and that our work practices will not compromise the health or safety of others present at the workplace.

To achieve this policy, management will make every reasonable effort in the areas of hazard and risk identification, risk assessment, control and review as well as health preservation and promotion. These aspects of working conditions will be given top priority in our organisations' plans, procedures, programs and job instructions.

In conjunction with this policy, a series of policies and procedures on specific health and safety matters will be prepared, consulted on and issued. We are committed to continual improvement of health and safety performance and the elimination of workplace injury and illness.

Health and safety at work is both an individual and shared responsibility of all workers.

2. Responsibilities

The following areas of responsibility are essential to the success of the policy:

1. Senior management

Senior Management is required to actively pursue the goals of this policy through the following approaches:

- Devising and administering a comprehensive health and safety risk management program;
- Devising and administering a return to work program;
- Holding regular senior management and supervisor meetings to discuss health and safety performances; and
- Taking effective action to provide and maintain safe and healthy working conditions for all workers and others affected by the organisation's undertaking.

2. Managers and Supervisors

Managers and supervisors will be held accountable for working conditions under their control and for the extent of information, instruction, training and supervision given on health and safety matters to workers and others. They are to provide the initiative and follow-up action to maintain this policy within their own areas.

3. Workers

Workers share responsibility for their own safety and that of their co-workers and others affected by work practices. The success of this organisation's health and safety program rests on the willingness of everyone to cooperate and work collectively so as to eliminate, minimise and control health and safety risks.

This organisation is committed to effective consultation and engagement with workers on work health and safety matters. We recognise that there are times that we share a primary duty of care with other duty holders in regard to our workers health and safety and therefore we are committed to consult, cooperate and coordinate activities with other duty holders to produce the required health and safety outcomes.