

Work Health and Safety

Managing Director’s Authorisation

Effective Date

Patrick Hone
Managing Director

27/11/2024

TABLE OF CONTENTS

1. PURPOSE 2

2. RESPONSIBILITY..... 2

3. APPLICATION 2

4. BREACH OF POLICY 2

5. DEFINITIONS, ACRONYMS AND ABBREVIATIONS..... 2

6. RISK CATEGORY 2

7. RELEVANT DOCUMENTATION 2

8. TRAINING..... 2

9. DOCUMENT MANAGEMENT 3

10. PUBLICATION 3

11. POLICY 3

12. ATTACHMENTS 4

1. PURPOSE

The purpose of the Work Health and Safety (WHS) Policy is to document FRDCs' commitment to the compliance of relevant legislative and regulatory obligations. FRDC will ensure, so far as is reasonably practicable, the health and safety of its employees, contracted staff, visitors and stakeholders while they are working for, or visiting FRDC.

This Policy applies to all officers, employees and contractor staff engaged by Fisheries Research Development Corporation referred to as FRDC in remainder of this Policy and all Procedures.

2. RESPONSIBILITY

Responsibility for this policy resides with the Managing Director.

3. APPLICATION

FRDC requires all workplace participants to comply with applicable WHS laws as set out in the legislation register.

4. BREACH OF POLICY

FRDC views any breach of this policy seriously. A breach of this policy may result in disciplinary action, up to and including dismissal.

5. DEFINITIONS, ACRONYMS AND ABBREVIATIONS

Definitions link [Definitions](#)

Acronyms Link [Acronyms and Abbreviations](#)

6. RISK CATEGORY

This policy covers the following risk categories.

Strategic	Governance	Service Delivery	Reputational	Financial	Operational	People
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

7. RELEVANT DOCUMENTATION

This section contains links to internally and externally facing documents – access to internally facing documents is restricted to FRDC employees.

Relevant documentation
Internal
Work Health and Safety

8. TRAINING

The training for the Policy will be delivered through quarterly WHS staff meetings.

9. DOCUMENT MANAGEMENT

If any material resulting from this policy is to be filed to Nemo, please complete the table below (*delete this section if not applicable, see [Nemo Scenarios](#) or General Manager if unsure which metadata to use*):

Document Type/s	Report, agenda, minutes, presentation
Functional Group	Strategic Management
Action Date	
Function type	Meetings
Organisation	FRDC
Prime activity	Workshop, conference
Secondary activity	WHS

10. PUBLICATION

This policy is not to be made available on the FRDC website.

This policy is to be made available on the directors' site.

11. POLICY

FRDC aspires to achieve Zero Harm to employees, contracted staff, visitors and stakeholders, including the community in which we operate. We have an overriding commitment to health and safety, and we will not compromise our health and safety values.

FRDC invests in research, development and extension activities to increase economic, social and environmental benefits for Australian fishing and aquaculture and the wider community. Our strategy and goals support business strategy, and the series of other procedures contained within the FRDC Work Health and Safety Management System. This Work Health and Safety Policy details how we will manage health and safety within FRDC.

We have developed, implemented and will maintain an effective Work Health and Safety Management System (WHSMS) that will:

- Create and foster a positive health, safety and respectful culture where health, safety and respect are considered, including wellbeing and mental health to be an integral part of our business.
- Provide clear expectations to all personnel to engage and comply with the WHSMS.
- Identify, assess and manage health and safety risks through risk assessment including but not limited to ergonomics, manual handling, psychological and emergency management.
- Ensure that all incidents are reported and investigated with learnings actioned, implemented and shared.
- Seek continuous improvement in health, safety and respectful behaviour through rigorous examination of all activities, practices and incidents.
- Ensure ongoing monitoring, review and auditing of the WHSMS.

- Comply with relevant legislative and regulatory requirements including Work Health & Safety Act, Work Health & Safety Regulations and Codes of Practice.
- Exceed FRDC's standards and guidelines.
- Establish measurable objectives and targets to facilitate continual improvement which will be outlined in the WHS Strategy.
- Provide appropriate information, instruction, training and supervision.
- Consult openly to enhance the effectiveness of the WHSMS and increase awareness.
- Effectively implement this Policy through a process of consultation, communication, continual improvement and culture change.
- Communicate this policy through worker inductions, contractor inductions and through display on the company website.

This policy will be reviewed every three years to ensure it remains relevant and appropriate.

12. ATTACHMENTS

#	Description
1	NIL

Signature: 

Email: PATRICK.HONE@FRDC.COM.AU






Work Health and Safety Policy

Final Audit Report

2024-11-27

Created:	2024-11-27
By:	Annette Lyons (annette.lyons@frdc.com.au)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7I6WqCPmZQqKqt2_f08RUITcWK8dxRtC

"Work Health and Safety Policy" History

-  Document created by Annette Lyons (annette.lyons@frdc.com.au)
2024-11-27 - 3:10:04 AM GMT- IP address: 220.233.142.2
-  Document emailed to Patrick Hone (PATRICK.HONE@FRDC.COM.AU) for signature
2024-11-27 - 3:12:14 AM GMT
-  Email viewed by Patrick Hone (PATRICK.HONE@FRDC.COM.AU)
2024-11-27 - 6:28:50 AM GMT- IP address: 52.102.12.197
-  Document e-signed by Patrick Hone (PATRICK.HONE@FRDC.COM.AU)
Signature Date: 2024-11-27 - 6:30:11 AM GMT - Time Source: server- IP address: 220.233.142.2
-  Agreement completed.
2024-11-27 - 6:30:11 AM GMT