

	<h2 style="margin: 0;">WHS 6</h2> <h1 style="margin: 0;">Emergency Management Policy</h1>	<b>Version No:</b>	4.0
		<b>Issued:</b>	31 /10/13
		<b>Next Review:</b>	October 2015

## Policy

The Southern Region Waste Resource Authority is committed to achieving a high level of pro-active Work Health and Safety (WHS) management in line with the organisational vision of zero harm.

To facilitate this, Southern Region Waste Resource Authority has implemented a Work Health and Safety Emergency Management system as part of the 'One System' for the effective management of foreseeable emergencies in accordance with legislative requirements and the Performance Standards for Self-Insurers (PSSI).

The WHS Emergency Management system provides organisations' emergency control framework and response guidance, with the intention of preventing injury to workers, visitors and neighbouring people and damage to premises, in emergency situations.

The key element of the organisation's WHS emergency management system is:

- WHS 6.1 Emergency Management Procedure.

The organisation will regularly review in consultation with relevant workers, their representatives, subject area experts and other duty holders (as necessary):

- The effectiveness of this policy and supporting procedure to identify opportunities for continuous improvement.
- Adherence to this policy and supporting procedure and take appropriate action where non-compliances are found.

## Responsibilities

The Executive Officer is accountable for checking that adequate resources are identified and provided to enact this policy and supporting procedures effectively.

Supervisors/Managers are accountable for:

- Bringing this policy and supporting procedures to the attention of affected workers.
- Monitoring through their supervisory activities that the policies and procedures are adhered to.
- Consulting in relation to the effectiveness of the policy and procedure.

Supervisors/Managers are accountable for checking that workers have had appropriate training to undertake the activities identified within this policy and supporting procedures.

Affected workers are accountable for:

- Adhering to the requirements of this policy and supporting procedures, or report any inability to do so to management at the earliest opportunity.
- Reporting any identified opportunity for **continuous** improvement regarding WHS Emergency Management.

## Legislation

	<b>WHS 6</b> <b>Emergency Management</b> <b>Policy</b>	<b>Version No:</b>	4.0
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South Australian Work Health and Safety Act, 2012

South Australian Work Health and Safety Regulations, 2012

Local Government Act, 1999

## References

AS3745-2010 – Planning for Emergencies in Facilities.

WorkCover Performance Standards for Self Insurers (PSSI)

## Review

This WHS Emergency Management Policy shall be reviewed by the Southern Region Waste Resource Authority Executive Officer at minimum within two years (2) of Issued Date, (or on significant change to legislation or aspects included in this policy that could affect the health and safety of workers).

SIGNED: .....  
Executive Officer

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Document History:	Version No:	Issue Date:	Description of Change:
	1.0	2 <sup>nd</sup> November 2009	New Document
	2.0	9 <sup>th</sup> December 2010	Annual Review – Executive Officer
	3.0	5 <sup>th</sup> December 2011	Annual Review – Executive Officer (Report No 85/11)
	4.0	31 <sup>st</sup> October 2013	Terminology changes to reflect 2012 WHS act and Regulations. Examples include; OHS to WHS and employee to worker where appropriate