



Defence Personnel Executive OH&S Policy Statement



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Occupational Health & Safety Policy Statement

As Head, Defence Personnel Executive I am responsible and accountable for workplace health and safety within DPE. This is a responsibility that I share with all DPE people, regardless of position. It is a responsibility that I take very seriously and one that we must all continue to share and foster. After all, a safe and healthy workplace is essential in enabling people to realise their full potential.

Each Branch will maintain a Branch Safety Coordinator. I will rely on the support and continued open and honest communication of these Coordinators to assist me in providing visibility of DPE OH&S initiatives, training and activities. Branch Safety Coordinators will also assist DPE Branch Heads to manage the implementation of DPE OH&S initiatives.

All supervisors—both military and civilian—are to promote and model appropriate OH&S practices to ensure they provide a safe and healthy workplace for all DPE people. Insofar as OH&S is a command responsibility, DPE supervisors will be held responsible and accountable for the management of hazards, risks and OH&S in their workplaces. Specific responsibilities include:

- formally documented annual workplace inspections
- specific risk assessments for all tasks and activities in which there is a potential for injury, illness or death
- incorporating OH&S risk management in all DPE business practices, plans and policies.

All DPE people have a responsibility to take all reasonably practicable steps to eliminate risks to themselves and others in the workplace. Our key OH&S obligations are therefore to:

- promote OH&S by developing, reporting on and maintaining a safe workplace and safe systems of work for all DPE personnel, contractors and visitors
- undertake the appropriate level of OH&S training
- fully comply with safety policies and instructions provided by Defence
- fully comply with all legislative requirements, as outlined in the *Occupational Health and Safety (Commonwealth Employment) Act 1991*.

I encourage all DPE personnel to enhance their own level of OH&S-related knowledge through self-education, formal on-the-job training and a heightened awareness of OH&S matters such as rehabilitation, compensation and risk management.

By working together, we can achieve a high level of safety management and risk prevention in our workplace. Ultimately, the integration of OH&S practices and safety risk management into all DPE business practices and everyday activities will better enable the capability of our people and of Defence.