

Tools & Resources

Health And Safety Rules



Organisation Name

Company Health and Safety Rules

Rules and regulations are an integral part of our safety program. When used effectively, they will contribute to the overall success of our program.

Definitions

Rule

A directive that governs and controls conduct or action and that is instituted by an organisation.

Regulation

An ordinance, a law, or a directive set by an outside organisation or agency, such as government, for control of people and their environment.

About Rules

Rules are basic “thou shalt” or “thou shalt not” statements. They leave no room for discretion or argument. Rules shall be enforced. Action shall be taken every time a rule is violated, and not only when some loss occurs because of the violation of rules.

Since our safety program already contains assignments of responsibility, safe work practices, safe job procedures, and regulations to control behaviour, rules have been kept to a minimum.

About Regulations

Occupational health and safety is a fact of life. There are numerous other regulations which affect the safety of employees:

- Highway Traffic Act;
- Electrical Codes;
- Building Codes;
- Municipal Bylaws;
- Environmental Protection;
- Transportation of Dangerous Goods;

Applicable regulations will be provided and explained to all employees. Remember that these regulations are for your benefit.

General Rules

1. Wear appropriate personal protective clothing and equipment (where and when required).
2. Report all substandard acts, conditions, and near-miss incidents.
3. Report all injury or damage incidents/accidents immediately.
4. Perform all work following safe work practices and safe job procedures.
5. Maintain good housekeeping in your work area.
6. Operate all vehicles and mobile equipment in accordance with site rules and applicable legislation.
7. No possession or consumption of alcohol or illegal drugs while at the work site.
8. Arriving or remaining at work when your ability to perform the job safely is impaired may result in disciplinary action.
9. No possession of weapons (firearms).
10. No fighting, horseplay, or practical jokes.
11. No theft or vandalism.
12. No damaging, disabling or interfering with safety, fire-fighting or first-aid equipment.

NOTE: When employees are using prescription medication, it is mandatory that they inform their immediate supervisor.

Signed OH&S Co-ordinator

Employee/Voluntary Worker

Worker Representative

Document dated

Next review date

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