ECU Work Health and Safety (WHS) Management System Framework

Work Health and Safety Policy • Work Health and Safety Management System Guideline **Communication and Consultation** WHS Communication and Consultation Guideline University WHS Consultative Committees Procedure Radiation Biosafety Hazardous Substances Committee • Work Health Safety and Wellbeing Plan 2023-2026 Strategy •ECU Wellbeing Framework • WHS Resources, Responsibilities & Accountabilities Guideline Responsibility and •WHS Management System RASCI Matrix • Managing Performance System (MPS) Accountability Position descriptions and organisational structure • WHS Compliance Obligations Guideline and Legal register Plan Legislative Requirements Enviro Essentials HSE Law Guide and Techstreet (Australian Standards) •WHS Hazard Identification and Risk Management Guideline WHS Risk Assessment Procedure SGS Risk Management • Riskware WHS Risk module and supporting information sheets •Integrated Risk Management Strategy, Policy and Risk Matrix (SGS) • WHS Targets, Measures and Improvement Plans Guideline Health and Safety •Local School/Centre WHS Improvement Plans **FBSC** •Strategic Procurement Framework and Creation and Management of **Planning** Contracts Policy (FBSC) •ECU Hazard Risk Register WHS Critical Risks and Controls Standard Policies, guidelines and procedures for control of key risks: •Biosafety and Biosecurity Management Plan •Children at ECU Guideline •Home Based Work Guideline, Ergonomics and Manual Handling **DCS** Health and Safety Document and Records Management Procedure webpage and resources **Document and Records Management** • Hazardous Substances Management Plan (Draft) **Risk Controls FBSC** Noise Management Handbook Personal Protective Equipment Guideline Radiation Management Plan Smoke Free University Guideline •Working Alone Guideline (under review) Asset management and maintenance (DCS) RBHSC Application and Approval process and Sharepoint page Local School/Centre Standard Operating Procedures and Work Do Instructions •HS Training Guideline & Role Based Development Framework Health and Safety Inductions and Health and Safety for Leaders training **Training** • Job specific Health and Safety training including ELMO modules Health and Safety Representative Handbook Contractor WHS Management Manual Contractor Management **DCS** Contractor Campus Access Induction and Responsible Officer Training (DCS) •Fitness for Work Guideline Injury and Illness Management Procedure Injury Management and Alcohol and other Drugs Management Policy • Employee Assistance Program Guideline and Resources Fitness for Work Workers' compensation insurance •Immunisation Guideline Workplace Adjustments Guideline (Draft) Emergency Management Plan (DCS) **DCS Emergency Management** Emergency and Incident Management Operational Standard (DCS) First Aid Guideline, First Aider Officers and First Aid equipment • Reporting - QARC, Performance Indicators, Annual, external to WorkSafe Measuring and •Local WHS Committee Dashboards AHEIA benchmarking Monitoring Occupational Hygeine Guideline (under development) •Incident Reporting and Investigation Guideline Check Incident and Action • Hazard Resolution Procedure Incident and Hazard Reporting processes & system, including Riskware, Management Ascender Pays and QFM (DCS). SGS Critical Incident and Business Continuity Management (SGS) Workplace Inspection Guideline, procedure and templates •WHS Audit Inspections and Monitoring Procedure and WHS Audit Schedule 2024-2026 **SGS** Inspection and Auditing •ECU Audit and Assurance (SGS) Annual Workplace Chemical Audits Riskware Audit and Inspections module Act • Quality Audit Risk Committee WHS Dashboard Due Diligence •Local WHS Committee Dashboards

WHS Management System documents available from the People and Culture website.