

POLICY STATEMENT

Enhanced Lifestyles and Lifestyle Assistance and Accommodation Service aim to promote and maintain the highest degree of physical, mental and social well-being of all individuals in the workplace. The organisations will comply with all relevant federal and state legislation to ensure a safe workplace and all personnel have a responsibility to ensure a safe workplace by implementing safe systems of work.

We aim to continually improve the way we deliver to our stakeholders in line with our commitment to achieving world-class WHS performance and outstanding Customer/Client Service.

Enhanced Lifestyles and Lifestyle Assistance and Accommodation Service are committed to adopting reasonable and practical measures to:

- Establish and maintain responsible standards, objectives and targets for managing the WHS impacts of our services and processes;
- Monitor, review and audit our documentation, processes and performance against recognised WHS benchmarks, address any non-conformance, and strive for continuous improvement utilising all necessary internal and / or external expertise;
- Uphold our duty of care by providing a safe, healthy and environmentally friendly work place by conducting all activities with a hazard management approach that will ensure the health and safety of our workers and others;
- Commit to communicate and consult with all staff on relevant WHS matters. This includes providing all workers and others the information and training required to perform their work in compliance with our WHS requirements;
- Ensure that as a condition of employment, all workers and others understand their rights and obligations regarding WHS, and accept individual responsibility and accountability for working according to the Enhanced Lifestyles and Lifestyle Assistance and Accommodation Service WHS Management System;
- Provide equitable claims management for workers who sustain work-related injury/illness, and where required, promote effective workplace rehabilitation to achieve the earliest possible return to meaningful and productive work;
- Encourage WHS awareness and responsibility through the internal and external reporting of our performance;

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| Q400 | WORK HEALTH and SAFETY POLICY |
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All customers have a WHS assessment on initial meeting with CRO and this is reviewed every 12 months, this review may be performed by an experienced LA under the direction of the CRO

This document complies with NDIS 2018, ASIS 2013, section 4.1 Safe Working Environment. This document is readily available to all clients and employees of Enhanced Lifestyles and Lifestyle Assistance and Accommodation Service including the Boards.

| Policy context: This policy relates to | |
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| Legislation or other requirements | Work Health and Safety Act 2012 (SA) Work Health and Safety Regulation 2012 (SA) |
| Contractual obligations | Service Agreements |

DOCUMENTATION

| Documents related to this policy | |
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| Related document | M400 WHS Manual |
| Forms, record keeping or other organisational documents | P001 WHS Feedback Procedure QF105 WHS Home Assessment QF106 WHS Incident Report |