PEOPLE, CULTURE AND SAFETY

Work Health and Safety

WHS 01 WHS Policy

1   Purpose

Taronga Conservation Society Australia (Taronga) health and safety policy reflects our commitment to ensuring that health and safety is integrated into our values and operations across all Taronga team members, guests and others who may be affected by our undertakings.

This policy sets out the overarching principles for Taronga's commitment and management of work health and safety requirements and gives effect to Taronga's health and safety management system known as TarongaRISE.

Our people have a collective and individual responsibility to work safely and manage risks to help prevent workplace injuries and illness.

2   Our Goals

Our workplaces are made healthier and safer by:
- Our executives and managers demonstrating personal leadership that is consistent with our commitment
- Maintaining a contemporary safety management system, identified as TarongaRISE that takes into account peoples capabilities
- Managing risk through elimination before minimisation by early intervention in planning and design
- Creating a 'just culture' that encourages reporting of hazards, near misses and incidents
- Ensuring our team members record, investigate and carry out control measures to prevent further occurrences
- Sharing learnings across divisions to ensure continuous improvement and assurance
- Consulting with team members to make the right decisions on issues that directly affect their health and safety. Team members are involved in, and encouraged to contribute to, the development, implementation, review and improvement of TarongaRISE
- Consulting with team members on health and safety matters and ensure adequate information, instruction, supervision and training provided
- Engaging with our partners to ensure all stakeholders undertaking business at Taronga follow the same safety ethos

3   Responsibility and Accountability

3.1   Taronga has the responsibility, so far as is reasonably practicable, to eliminate risks to the health and safety of its workers and the public, and when elimination is not possible, to minimise those risks. Further, Taronga will ensure, so far as is reasonably practicable, that other persons are not put at risk from works being undertaken on Taronga's behalf.

3.2   Officers

Officers make the decisions, participate in decisions that affect the whole, or a substantial part of a business or undertaking and have the capacity to significantly affect the financial standing of the business. Officers include:

The Board of Directors

By exercising due diligence, the Board of Directors for Taronga are responsible for providing an effective governance structure for work health and safety and ensuring Taronga's management has appropriate processes for receiving and considering information regarding incidents, hazards and risks and responding in a timely way to that information. Board of Directors are also responsible for ensuring that Taronga has and uses the appropriate funds, resources and processes to eliminate or minimise risks to health and safety.

The Chief Executive (CE)

By exercising due diligence, the CE is principally responsible for ensuring that Taronga complies with its duties and obligations under WHS law. The CE is involved in the development of this Policy and therefore endorses and supports the implementation of the Policy and the associated

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safety management system, ensuring the appropriate resources to establish and maintain a consultative and systematic approach to WHS and injury management under this Policy.

The Executive and Management Team

By exercising due diligence and just culture, each Executive team member is responsible for ensuring that they and their managers and supervisors comply with duties and obligations under WHS law.

Each Executive member is responsible and accountable for implementing this policy and safety management system in their areas of control and will support workers in fulfilling their WHS obligations and responsibilities. Each Executive team member, manager and supervisor will consult with their staff on issues that affect their health and safety, and refer any concerns in accordance with the issues resolution procedure.

3.3   Workers

Workers are everyone who conducts work for, or with Taronga, either paid or unpaid at Taronga Zoo or Taronga Western Plains Zoo or in the field. Each worker is required to take reasonable care for their own health and safety, and make sure that their acts or omissions do not adversely affect the health and safety of any other person. A worker must comply with any reasonable instructions, policies and procedures given by Taronga.

3.4   Visitors and Guests

All visitors and guests entering Taronga premises must ensure they take reasonable care for their own and others health and safety, and must comply with any reasonable instructions, policies or procedures given by Taronga.

3.5   WHS Committee

The WHS Committee ensures a consultative approach is maintained and employees are advised and involved in changes that affect WHS.

4   The Safety Management System

TarongaRISE provides the framework for setting and reviewing measurable objectives and targets to ensure continual improvement aimed at the elimination of all workplace injury and illness. Individual commitment and a team effort is essential to ensure that hazard identification and risk management becomes everyone's responsibility. Periodic reviews of the system will ensure that it remains relevant and effective for all of the Taronga's operations.

5   References

Work Health and Safety Act 2011
Work Health and Safety Regulation 2017

6   Definitions

TarongaRISE

Taronga's WHS Management System which is a framework, policies and procedures to systematically and comprehensively manage health and safety in the workplace that is actively endorsed by a committed employer.

Responsible Risk Management
Inclusive Health and Wellbeing
Shared Learnings and Consultation
Evidence of Accountability and Due Diligence

Just Culture

Under 'Just Culture' conditions, individuals are not blamed for 'honest errors', but are held accountable for wilful violations and gross negligence. People are less willing to inform the organisation about their own errors and other safety problems or hazards if they are afraid of being punished or prosecuted.

Worker

- An employee
- A volunteer

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- A trainee, apprentice or work experience student
- A student
- A contractor or sub-contractor
- An employee of a contractor or subcontractor company
- An employee of a labour hire company
- An outworker

Reasonably Practicable

The term 'reasonably practicable' is a legislative term to mean that which is, or was reasonably able to be done, taking into account and weighing up all matters relevant to the circumstances in which the risk was considered. After assessing the extent of the risk and the ways to eliminate or minimise the risk, Taronga must also consider whether the cost is grossly disproportionate to the risk.

7 Review

Taronga monitors and reviews the effectiveness of the WHS policy by both formal and informal means including:

- The Performance, Audit, Risk and Safety Committee reviews the WHS policy every 3 years
- Compliance with WHS Legislation including Codes of Practice informs change
- Continuous reviews of WHS risk and performance will inform the goals giving rise to change
- Changes to the WHS policy will be done in consultation with workers via the WHS Committee

8 Approval and Version Control

Version Control	Date Effective	Approved By	Amendment
1.0	April 2003	CEO	Full Review
2.0	Dec 2011	CEO	Full Review
3.0	January 2014	WHS Manager	Updated with changes to WHS legislation
4.0	July 2015	CEO	System Review & Align with Charter
5.0	Nov 2016	WHS Manager	Align with strategic objectives
5.1	April 2018	WHS Manager	WHS Reg 2017
5.2	July 2019	WHS Manager	TarongaRISE
5.3	February 2020	Executive Team	Goals and responsibilities updated

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