



Department of Community Safety

WHS Management Standard (Core)

WHSMS-CMS-1.0

WHS Leadership, Accountability and Resources

Version:	1.0	Effective Date:	29/06/2010
Approved:	Director-General	Review before:	29/06/2013
Scope:	Queensland Ambulance Service	Office of the Director-General	
	Queensland Fire and Rescue Service	Strategic Policy Division	
	Emergency Management Queensland	Corporate Support Division	
	Queensland Corrective Services		

1. PURPOSE

To ensure that WHS resources and responsibilities are allocated, accountability for the maintenance and continual improvement of WHS management is established at every level of the organisation and all our people demonstrate leadership and commitment to WHS.

2. WHS MANAGEMENT STANDARD

Direct reports to the Director-General shall ensure that:

Leadership

- 2.1 The DCS Executive Leadership Team obtains assurances that there is conformance to the WHS management standards, and that there are regular reviews of strategic WHS issues, performance, and risks.
- 2.2 Managers demonstrate visible leadership and proactive commitment to WHS; through personal example, by promoting initiatives and encouraging teamwork at all levels, and by conducting site inspections, reviews and observations.
- 2.3 Systems are in place that recognise, reinforce and reward WHS innovation, initiatives and desired behaviours and outcomes.

Accountability

- 2.4 Managers are held directly accountable for the WHS performance of their area, the implementation of the WHS and Workplace Rehabilitation policies, and meeting the requirements of the WHS management standards.

- 2.5 WHS roles and responsibilities of employees, volunteers and contractors are defined, documented, communicated, up-to-date, understood and applied. At a minimum, the DCS [WHS and WR Accountabilities and Responsibilities Matrix](#) shall be applied.
- 2.6 Specific and measurable WHS activities, goals and targets are included in performance plans and appraisal systems.
- 2.7 Systems are in place to ensure that employees, volunteers and contractors are aware of expected WHS behaviours and have a clear understanding of the consequences of inappropriate conduct.

Resources

- 2.8 Managers provide sufficient resources to support effective WHS management, the implementation and maintenance of WHS management systems and the provision of specialist WHS advice.
- 2.9 Employees, volunteers and contractors understand that they have the right to work in a safe environment and are obliged to immediately bring situations that may cause WHS harm to the immediate attention of those at imminent risk and to management.

The Director, Workplace Health and Safety shall:

- 2.10 Through the WHS Governance Committee, ensure that DCS policies for Workplace Health and Safety (WHS) and Workplace Rehabilitation (WR), and WHS Management are established and available to stakeholders.
- 2.11 Ensure that the WHS policy, WR policy and WHS management standards are approved by the Director-General, with the WHS and WR policy statements being signed by all executive leaders.

3. ACCOUNTABILITIES AND RESPONSIBILITIES

- 3.1 Specific and general Workplace Health and Safety Accountabilities are documented in the DCS [WHS and WR Accountabilities and Responsibilities Matrix](#).

4. IMPLEMENTATION

- 4.1 The implementation of this WHS Management Standard is the responsibility of each Divisional Head within DCS.
- 4.2 DCS WHS Procedures or Protocols written to support this Standard must be followed and can be accessed via the Department's intranet site.

5. WHS MANAGEMENT STANDARD REVIEW

- 5.1 Review of this WHS Management Standard will be completed as part of the review of the DCS WHS Management System and will be undertaken no longer than 3 years from the date of approval of this standard.

6. REFERENCES

- *Workplace Health and Safety Act 1995*
- *Electrical Safety Act 2002*

- *AS/NZS 4801:2001 Occupational health and safety management systems – specification with guidance for use.*
- *AS/NZS 4804:2001 Occupational health and safety management systems – general guidelines on principles, systems and supporting techniques.*

7. DEFINITIONS

Nil

8. AMENDMENTS REGISTER

Replaces: *WHS Accountability and Responsibility Policy (Version 1, 20/10/08)*