

OCCUPATIONAL SAFETY and HEALTH POLICY

RESPONSIBILITIES

The **Trainer** is responsible for ensuring that an Occupational Safety and Health Policy is in place and objectives are met. As such he / she shall:

- Ensure the OSH Policy is followed.
- Conduct regular reviews to ensure all employees meet their responsibilities.
- Promote and support the implementation of the Occupational Safety and Health Policy and Program standards.
- Ensure employees work within their capacity, experience and training.
- Review all major accident/incident investigation reports to ensure action has been taken to prevent recurrence.
- Conduct regular Workplace (Stable) Inspections.
- Participate in a formal induction for all new employees.
- Comply at all times with established policies and standards.
- Ensure that all records are maintained to comply with relevant Safety and Health Legislation.
- Ensure effective consultation for all OSH issues

The **Employees** are responsible for:

- Participating in consultation with employers on the OSH Policy and providing management with any recommendations arising from workplace activities.
- Complying with their responsibilities as outlined by their specific roles.
- Ensuring their personal compliance with the Trainer's and RWWA's policies and standards to protect their own safety as well as that of others present at the workplace.
- Notifying their Trainer/Supervisor immediately of any situation they believe could pose a risk of personal injury, horse or property damage.
- Participating in and contributing to the effectiveness the Trainer's safety activities.
- Reporting immediately any injury or "near-miss" situation.

GENERAL

- The policy shall be reviewed annually.
- The OSH policy shall be on site and be included in the Employee Induction Program

