



COMMUNICATION & CONSULTATION POLICY

POLICY STATEMENT

This policy applies to all employees, subcontractors, their employees and visitors, employed or engaged by Grandstand Scaffold Services Pty Ltd and is readily accessible to all interested parties. This policy expands on the current WHS Legislation which outlines the legal duties of employers to consult.

Grandstand Scaffold Services Pty Ltd is committed to providing its workplaces with consultative arrangements that allow employees to contribute to decisions that impact on their employment.

The workplace benefits significantly from effective consultation and employees are often best placed to identify hazards and issues in the workplace.

AIMS AND OBJECTIVES

Grandstand Scaffold Services Pty Ltd is committed to ensuring:

- Consultation on all issues being meaningful and effective with employee contributions valued and taken into account;
- Consultation shall not delay the implementation of a policy or procedure to address an immediate or serious risk in a timely manner;
- Consultation will be undertaken in a manner consistent with positive supportive working relationships.

RESPONSIBILITIES

Grandstand Scaffold Services Pty Ltd has ultimate administrative and operational responsibility for all workplace decisions that affect employees and contractors and that these decisions shall be made in accordance with the consultation principles outlined in this policy.

Grandstand Scaffold Services Pty Ltd will meet its commitments by consulting with employees and contractors, so far as is reasonably practicable, when making any decision or change in relation to the workplace, including the following:

- Identification of workplace hazards and assessment of the risks associated with workplace activities and hazards;
- Making decisions in relation to measures taken to eliminate or control workplace risks;
- Introduction of, or alteration to procedures for monitoring workplace risks;
- Proposed changes to the workplace, systems of work, job roles, plant or substances used at the workplace;
- Ensuring decisions are made in relation to consultation procedures, and any legislative requirements.

Grandstand Scaffold Services Pty Ltd employees, contractors and visitors are required to:

- Consult and cooperate with Grandstand Scaffold Services Pty Ltd on all workplace related matters;
- Openly communicate any hazards or incidents at the workplace;
- Provide feedback to Grandstand Scaffold Services Pty Ltd on the effectiveness of established consultation and communication arrangements.

Elaine Green
Director