

Work Health and Safety Consultation Statement

Company Commitment

The companies of ARA Electrical is totally committed to protecting the health and safety of all workers and others. To ensure the health and safety of all workers and others, ARA Electrical will strive to eliminate all work health and safety risks, or if this is not reasonably practical then risks will be minimised to the lowest level possible. ARA Electrical will involve and consult with workers so that effective decisions on work health and safety related matters can occur, such as safe work practices and safe systems of work. The workers' views will be taken into account before management makes any decisions that will affect the health and safety of our workers and others.

How Employees Will Be Consulted About Work Health and Safety

Employer representatives of ARA Electrical will consult with workers directly (face to face) via regular workgroup pre-start, workgroup tool box and/or divisional meetings in accordance with the following requirements:

- When risks to health and safety arising from work are assessed or when the assessment of those risks is reviewed, and
- When decisions are made about the measures to be taken to eliminate or control those risks, and
- When introducing or altering the procedures for monitoring those risks, and
- When decisions are made about the adequacy of facilities for the welfare of workers and other, and
- When changes that may affect health, safety or welfare are proposed to the premises where persons work, to the systems or methods of work or to the plant or substances used for work, and
- When decisions are made about the procedures for consultation under the WHS Act.

During these meetings an employer representative of ARA Electrical shall:

- Share relevant information about work health, safety, and welfare with workers, and
- Allow workers to be given the opportunity to express their views and to contribute in a timely fashion to the resolution of work health, safety, and welfare issues at their place of work, and
- Acknowledge that the views of workers are valued and taken into account by the company.

All issues discussed shall be minuted and those minutes returned to the WHS Manager or WHS Coordinator for dissemination of information among other workgroups.

Any unresolved issues resulting from such meetings or those issues that are to be referred to parties outside the workgroup meeting shall be minuted and those minutes returned to the WHS Manager or WHS Coordinator for logging into a SIN or NCR for further attention.

Feedback on corrective action progress shall be regularly distributed to all workgroups for discussion in meetings.

Resolving Work Health and Safety Issues

Workers must raise all work health and safety issues directly with the immediate supervisor or manager in charge of their workgroup. The supervisor or manager is responsible for taking corrective action to remedy the issue in a timely manner and should seek advice and assistance from the WHS Department in the resolution of all work health and safety issues. If the issue is not able to be resolved, then WorkCover may be called to assist in the resolution of the issue.

Review of the Consultation Arrangement

It has been agreed by ARA Electrical and their workers that these work health and safety consultation arrangement will be monitored and reviewed on an ongoing basis to ensure that consultation with all workers is effective and that all safety issues have been addressed.



Brett Chambers
Managing Director
15th January 2018