## 

## The employer’s rights and duties

* To permit access to certain categories of information
* To consult with the representative on certain matters
* To provide such facilities and assistance as are necessary to enable the representative to carry out the relevant functions and duties

## OHS Responsibilities

### Responsibilities as a Head Office:

* Providing the information, instructions, training and supervision necessary to ensure the health and safety of the employees to ensure procedures are follow at all times and any risk is minimised.
* Maintaining places of work under their control in a safe condition, and ensuring safe entrances and exits.
* Providing and maintaining systems of work, and working environments that are safe and without risks to health.
* Must ensure the health and safety of people visiting or working at their places of work, and who are not members of the employees, by not exposing them to risk.
* Developing and implementing local safe work instructions and operating procedure for employees, contractors and visitors.

Consulting with employees and their health and safety representatives on all matters that may affect their health and safety

### Responsibilities as an employer:

* Take care that the employees are following the OHS rules at their workplace.
* Provide OHS information, training and supervision and inform the employees of the safety policy.
* Provide some break to the employees to limit risks and hazards problems.
* Ensure the material used by the employees is in a good quality.

Must ensure that the rules of the company are followed by the employees

### Responsibilities of the Supervisor:

* Providing information instructions, training and supervision to all persons under their control, including contractors and visitors to ensure procedures are follow at all times and any risk is minimised.
* Ensuring the work environment (including facilities and equipments) is safe and healthy and that work tasks can be performed safely.
* Promptly notifying any incidents or occurrences in accordance with Company procedures.

(La Trobe University, 2010)

|  |  |
| --- | --- |
| See Graphic. | **Points to remember** |
| 1. Occupational health and safety encompasses the social, mental and physical well-being of workers in all occupations. 2. Poor working conditions have the potential to affect a worker's health and safety. 3. Unhealthy or unsafe working conditions can be found anywhere, whether the workplace is indoors or outdoors. 4. Poor working conditions can affect the environment workers live in. This means those workers, their families, other people in the community, and the physical environment around the workplace, can all be at risk from exposure to workplace hazards. 5. Employers have a moral and often legal responsibility to protect workers. 6. Work-related accidents and diseases are common in all parts of the world and often have many direct and indirect negative consequences for workers and their families. A single accident or illness can mean enormous financial loss to both workers and employers. 7. Effective workplace health and safety programmes can help to save the lives of workers by reducing hazards and their consequences. Effective programmes can also have positive effects on both worker morale and productivity, and can save employers a great deal of money. | |