

OCCUPATIONAL HEALTH AND SAFETY (OHS) POLICY

The Department has an Occupational Health and Safety (OHS) Policy endorsed by the Secretary. This policy clearly states the Department's overall OHS objectives and demonstrates the senior executive commitment to improving OHS performance.

It is important that the Department's workplace managers ensure that all employees are aware of the Department's OHS Policy and can access it through this site or via an easily accessible workplace notice board. **Schools and other Department workplaces are not required to develop their own OHS Policy.**

As part of the ongoing approach to the management of OHS risk, the Department has established documented procedures to assist with the planning of OHS activities in the workplace.

The OHS Activities Calendar provides the Department's workplace managers with a guide to OHS activities that must be undertaken by schools and non-school workplaces over a 12-month period.

It also provides details of responsible parties for the implementation and sign-off of these OHS activities. Schools and non-school workplaces should amend the calendar to reflect their particular operating environment.

All information can be found on the DET website:

<http://www.education.vic.gov.au/school/principals/management/Pages/ohspolicyplan.aspx>