

Policy

Title	Health, Safety and Wellbeing Policy	Version	8
Policy No.	BP 2025/02	Effective date	4/02/2025

Acknowledgment of Country

Forestry Corporation of NSW acknowledges the traditional custodians of the land on which we live and work, and pay our respects to Elders past, present and future.

1. PURPOSE

This policy outlines Forestry Corporation of NSW's (FCNSW) commitment and approach to ensuring the health, safety and wellbeing of all workers and other persons involved in or who may be affected by its business, undertakings or activities.

2. BACKGROUND

FCNSW will provide the necessary resources to support the effective implementation of its Work Health and Safety Management System (WHSMS) and associated programs to enable a physically and psychologically healthy and safe workplace.

3. SCOPE

This policy applies to all FCNSW workers including employees, contractors and volunteers in all work contexts and workplaces.

4. POLICY

4.1. Objectives

The objectives of this policy are to ensure, so far as is reasonably practicable, that:

- Statutory and non-statutory legal obligations are clearly defined and communicated, ensuring all duty holders understand and fulfill their responsibilities.
- A fair and just culture is fostered to encourage individual accountability and promote respectful, ethical, and risk-informed decision-making.
- Physical and psychosocial risks are identified, evaluated, assessed, controlled, managed and regularly reviewed to ensure the highest level of protection for all workers and others.
- Fit-for-purpose systems are developed, implemented and continuously monitored for improvement opportunities in line with legal requirements, business needs, and critical risk areas.
- Systems and processes are implemented for reporting, reviewing, investigating and preventing issues and incidents including injuries, illnesses, dangerous occurrences, hazards and near misses.

Title: Health, Safety and Wellbeing Policy		Doc Owner: Health, Safety and Wellbeing Manager		
Doc ID: DOO279324	Issue Date: 4/02/2025	Review Date: 04/02/2027	Version 8.0	Page 1 of 5

- Consultative arrangements are defined and meaningful to ensure there is appropriate and fair representation and participation of all stakeholders whose health, safety or wellbeing could be directly or indirectly impacted by change, decisions or work.
- Knowledge and awareness of mental health is increased to reduce stigma and minimise psychosocial hazards in the workplace.
- All relevant health and safety information, instruction and training are provided to workers and others, enabling them to make informed, risk-based decisions and to contribute to maintaining a safe and healthy work environment.

4.2. Health, safety and wellbeing programs

- To ensure the general provisions of this Policy are implemented, the Executive Leadership Team (ELT) will ensure a program of strategic and operational activities and objective measures relating to health, safety, wellbeing and injury management are established, resourced, evaluated and continually improved.

5. ROLES AND RESPONSIBILITIES

Role	Responsibility
Board	Approve this Policy and monitor its effectiveness.
Executive Leadership Team	Understand and exercise due diligence in regard to health, safety and wellbeing (HSW). Provide visible leadership by promoting work health and safety (WHS) at every opportunity and leading by example. Provide adequate resources for the implementation of an effective WHSMS. Monitor, measure and report on HSW performance and contribute to building a culture of continuous improvement.
Managers and Supervisors	Ensure a proactive risk management approach to work in consultation with workers. Ensure appropriate consultation and communication arrangements are enacted involving key stakeholders or their representatives to provide and continually improving fit-for-purpose and flexible systems of work. Ensure processes for incident reporting and management are understood and enforced. Provide all reasonable health and safety related information, instruction and training required to meet the requirements of this policy and the WHSMS.
Health, Safety and Wellbeing Team	Ensure the WHSMS is enhanced and implemented across all parts of the business and evaluated through periodic audits, inspections, observations and performance appraisals. Identify issues and trends across the business and escalate as necessary.

Title: Health, Safety and Wellbeing Policy		Doc Owner: Health, Safety and Wellbeing Manager		
Doc ID: D00279324	Issue Date: 4/02/2025	Review Date: 04/02/2027	Version 8.0	Page 2 of 5

	Identify, track and action relevant regulatory changes.
All Staff	Workers must work safely at all times to protect themselves and others, in order to go home safely every day by: • Complying with FCNSW's safety commitments, WHSMS including all safety policies, procedure and any reasonable instruction given by FCNSW. • Participating in relevant hazard and risk management activities including being prepared to cease unsafe work. • Reporting all incidents, hazards and faults as soon as possible correcting or isolating the source where safe to do so. • Participating in 'Return and Recovery at Work' processes following any work or non-work-related injury, illness or other health condition.

6. DEFINITIONS AND ACRONYMS

Term	Definition
Worker	A person who works, in any capacity, in or as part of the business or undertaking.
Duty Holder	Refers to any person who owes a work health and safety duty under <i>Work Health and Safety Act 2011</i> including a person conducting a business or undertaking (PCBU), designer, manufacturer, importer, supplier, installer of products or plant used at work (upstream duty holders), an officer and workers. More than one person can concurrently have the same duty in which case the duty is shared. Duties cannot be transferred.
Psychosocial Hazards	A psychosocial hazard is one that arises from, or relates to: • The design or management of work • A work environment • Plant at a workplace • Workplace interactions or behaviours It may cause psychological harm, whether it may also cause physical harm. ¹

7. LEGISLATION AND OTHER COMPLIANCE OBLIGATIONS

- *Work Health and Safety Act 2011*
- *Work Health and Safety Regulation 2017*
- *Work Health and Safety (Mines and Petroleum Sites) Act 2013*
- SafeWork NSW
- State Insurance Regulatory Authority (NSW)

8. RELATED POLICIES

- [Code of Conduct](#)

¹ *Work Health and Safety Regulation 2017 (NSW)*

Title: Health, Safety and Wellbeing Policy		Doc Owner: Health, Safety and Wellbeing Manager		
Doc ID: DOO279324	Issue Date: 4/02/2025	Review Date: 04/02/2027	Version 8.0	Page 3 of 5

- [Sexual Harassment and Discrimination Policy](#)
- [Bullying, Harassment and Discrimination Policy](#)

9. RELATED DOCUMENTS

- [WHSP 1.1 Responsibilities and Accountabilities](#)
- [WHSP 2.2 Legal and Other Requirements](#)
- [WHSP 5.5 Return and Recovery at Work Program](#)
- FCNSW Return and Recovery at Work Program
- Managing Psychosocial Hazards at Work Procedure
- [WHSF 3.7.1 Risk Assessment Form](#)
- [Fair and Just Decision Matrix](#)
- [Board Safety Committee Charter](#)
- [Document Framework Procedure](#)

10. CONTACT OFFICER

The Health, Safety and Wellbeing Manager. Future policy changes may occur in line with the process outlined in the Document Framework Procedure, and the Board Safety Committee Charter.

Executive Endorsement



Chief Executive Officer

Title: Health, Safety and Wellbeing Policy		Doc Owner: Health, Safety and Wellbeing Manager		
Doc ID: D00279324	Issue Date: 4/02/2025	Review Date: 04/02/2027	Version 8.0	Page 4 of 5

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11. REVISION HISTORY

Version	Author	Summary of changes	Approver	Approval date
1.0			CEO	May 2005
8.0	Health, Safety and Wellbeing Manager	4.1 Addition of reducing mental health stigma 4.2 Role and responsibilities including the addition of the Board, ELT and HSW team 4.3 Monitor of objectives measures 6. Addition of the Code and Regulators 7. and 8. Additional policies and Related Documents 9 Addition of Definitions 11 Replaced WHSP 3.4 Document Control and Records Management with Document Framework Procedure	Board	4 February 2025

For previous document versions, refer to Content Manager

Title: Health, Safety and Wellbeing Policy		Doc Owner: Health, Safety and Wellbeing Manager		
Doc ID: DOO279324	Issue Date: 4/02/2025	Review Date: 04/02/2027	Version 8.0	Page 5 of 5

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