



Health and Wellbeing Policy

Owner: Dragline Cleaning Services Pty Ltd

Effective Date:06/01/2020

Review Date: 06/01/2020

Version 1

Authorised by Justin Goodwin -Executive Manager

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Health and Wellbeing Policy

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1 Policy Statement

Dragline Cleaning Services Pty Ltd will ensure that all work practices, the work environment and the workplace culture will value, enhance and protect the health and wellbeing of all employees.

2 Scope

This workplace health and wellbeing policy outlines how Dragline Cleaning Services Pty Ltd will support the health and wellbeing of all employees. The policy is applicable to all Dragline Cleaning Services Pty Ltd employees and aligns with other relevant health and safety policies and guidelines.

3 Goals and Objectives

This workplace health and wellbeing policy provides the foundation for developing activities and modifying work environments, procedures and practices that support the health and wellbeing of all employees. Positive benefits are also likely to extend beyond employees to result in better health for families and the community.

Dragline Cleaning Services Pty Ltd will enhance workplace health and wellbeing by:

- establishing and supporting a workplace health and wellbeing committee
- creating and supporting a workplace health and wellbeing program
- consulting with employees to ensure workplace health and wellbeing strategies meet the needs of the workforce
- supporting employee participation in health and wellbeing activities (including allowing activities to be held on work premises outside of work hours)
- supporting employees to adopt and maintain healthy behaviours and decrease unhealthy behaviours.

4 Responsibilities

4.1 Executive Management Team/Management Team

The Dragline Cleaning Services Pty Ltd senior executives will do all they can to enhance the health and wellbeing of employees by ensuring that the health of employees is valued, workplace environments and systems are supportive of employee health and wellbeing, and employees have the opportunity to participate in health and wellbeing activities.

Dragline Cleaning Services Pty Ltd senior executives will participate in and encourage employee participation in the health and wellbeing program and support and contribute ideas, opinions and expertise to the work of the health and wellbeing committee.

4.2 Workforce Planner

The Dragline Cleaning Services Pty Ltd human resources department will endeavour to enhance the health and wellbeing of employees by ensuring that the health of employees is valued, workplace environments and systems are supportive of worker health and wellbeing, and employees have the opportunity to participate in health and wellbeing activities.

Dragline Cleaning Services Pty Ltd human resources department will review, revise or develop human resources policies that ensure consistency with this policy and support for workplace health and wellbeing, in consultation with the health and wellbeing committee and health and wellbeing coordinator.

4.3 Workplace Health and Wellbeing Committee

The Dragline Cleaning Services Pty Ltd workplace health and wellbeing committee will enhance workplace health and wellbeing by assessing needs, collaboratively developing, implementing and evaluating health and wellbeing initiatives, and facilitating long term co-operation and commitment to workplace health and wellbeing.

4.4 Employees

Dragline Cleaning Services Pty Ltd employees will work within any procedures and policies implemented to address workplace health and wellbeing, contribute ideas, opinions and expertise to the workplace health and wellbeing committee and co-ordinator, and participate in relevant initiatives.

4.4.1.1 Health and wellbeing activities

Health and wellbeing activities that contribute to the achievement of this policy's aims and objectives will be outlined within the collaboratively developed health and wellbeing plan. The health and wellbeing plan identifies specific health and wellbeing initiatives and their management.

4.4.1.2 Policy review

This workplace health and wellbeing policy will be reviewed annually by the health and wellbeing committee and the health and wellbeing co-ordinator, in conjunction with Management.

*Ensure the review is properly signed off and dated by the relevant committee or management representative.

Dragline Cleaning Services Operations Manager:	Date:
Dragline Cleaning Services General Manager Signature:	Date:

APPENDIX 1



Health and Wellbeing Program 2020

Owner: Dragline Cleaning Services Pty Ltd
Effective Date: 12/2/2020

MONTH	TOPIC	ACTIVITY
JANUARY	Wet Weather Cyclone Session Preparedness	Safety Briefs to be distributed on Cyclone Preparation and Water Inundation – If Its Flooded Forget It Message Cyclone Data sheets - https://www.qld.gov.au/emergency/dealing-disasters/disaster-types/cyclone-severe-storm
FEBRUARY	DCS – Dedication, Compassion, Safety	Group crew meeting – BBQ setting expectations and establishing MATES for MATES
MARCH	Environment 1/3/2020 – Harbour precinct 8/3/202 – International Women’s Day	Clean Up Australia Day Activity – Group Initiative Setting up Environmental involvement opportunities as an Organisation Sending out Comms on Cleanliness and impact of our environment with each other Crew Meeting
APRIL	SAFETY RESET – REVIEW OF CURRENT QUARTLEY SAFETY ISSUES AND CONCERNS TO ADDRESS AND IMPLEMENT IMPROVEMENT INITIATIVES	
MAY	Flu Awareness	Health Briefs for Winter session
JUNE	Bowl Cancer Awareness Month –	Information brief on one of the highest fatality rating cancers
JULY	Dry July Challenge	DCS Dry July Challenge
AUGUST	Kick Back in for Summer – Health and Diet Education	Information Briefs for Food and Fitness
SEPTEMBER	SAFETY RESET – REVIEW OF CURRENT QUARTLEY SAFETY ISSUES AND CONCERNS TO ADDRESS AND IMPLEMENT IMPROVEMENT INITIATIVES	Crew Meeting
OCTOBER	Anxiety and Depression Awareness Month	Communication and local resources connections https://www.beyondblue.org.au/
NOVEMBER	November	DCS November Challenge https://au.movember.com/
DECEMBER	Holiday Season –	Health and Wellbeing Message and Function