

Fencing Contractors WHS Management Plan

SAMPLE

Table of Contents

Purpose and Scope	5
WHS Policy Statement	5
WHS Responsibilities and Accountabilities	6
Officers / Directors.....	6
Managers / Supervisors / Leading Hands.....	6
Workers and Subcontractors	7
Visitors and Clients.....	7
Consultation, Communication and Worker Participation.....	8
Consultation Arrangements	8
Communication	8
Worker Participation	8
Planning and WHS Risk Management.....	9
Hazard Identification	9
Risk Assessment.....	9
Risk Control – Hierarchy of Control	10
WHS Planning Checklist.....	10
Safe Work Method Statements (SWMS).....	11
SWMS Development and Approval	11
SWMS Implementation and Review	11
Training, Competency and Induction.....	11
General WHS Training	11
Task-Specific Training	12
Competency Verification.....	12
Induction	12
Risk Register	13
Incident, Hazard and Near Miss Reporting	13
Reporting Requirements	13
Incident Investigation.....	13
Notifiable Incidents.....	13
Emergency Preparedness and Response.....	14

Emergency Planning	14
First Aid	14
Fire and Environmental Emergencies.....	14
Emergency Drills	15
Plant, Tools and Equipment Management.....	15
Selection and Procurement	15
Inspection, Maintenance and Tagging	15
Safe Use of Plant and Tools	15
Hazardous Chemicals and Dangerous Goods	16
Chemical Register and Safety Data Sheets (SDS)	16
Storage and Handling.....	16
Exposure Controls.....	16
Personal Protective Equipment (PPE)	16
PPE Requirements.....	16
PPE Management.....	17
Manual Handling and Ergonomics	17
Risk Factors	17
Control Measures.....	17
Working at Heights	18
Risk Identification.....	18
Control Measures.....	18
Excavation and Underground Services	18
Locating Services.....	18
Excavation Controls	19
Striking Services	19
Traffic Management and Public Safety.....	19
Traffic Risk Assessment	19
Traffic Control Measures	19
Public Protection	19
Environmental Management	20
Noise and Dust.....	20
Waste Management	20

Spill Management 20

Health and Wellbeing..... 20

 Heat, Cold and UV Exposure 20

 Fatigue Management 20

 Mental Health and Psychosocial Risks 20

Documentation, Records and Review 21

 WHS Documents and Records..... 21

 Monitoring and Review 21

Implementation Checklist..... 21

SAMPLE

Purpose and Scope

This Fencing Contractors WHS Management Plan sets out the systems, procedures and responsibilities that [Company Name] will implement to manage work health and safety risks associated with fencing work. It is designed to comply with relevant Australian WHS legislation, Regulations and Codes of Practice and to provide a clear framework for planning, supervising and reviewing all fencing activities.

This plan applies to:

- All workers engaged or caused to be engaged by [Company Name], including employees, labour hire workers, apprentices, trainees and subcontractors.
- All workplaces where fencing work is carried out, including residential, commercial, industrial, agricultural and infrastructure sites.
- All stages of fencing work, including site inspection, design, material delivery, manual handling, excavation, post installation, colouring, welding, use of plant and equipment, working at heights and site clean-up.

The objectives of this WHS Management Plan are to:

- Provide a systematic approach to identifying hazards and managing risks associated with fencing work.
- Clarify WHS responsibilities and accountabilities within [Company Name].
- Ensure consultation, cooperation and coordination with workers, clients, principal contractors and other duty holders.
- Support compliance with WHS legislation and client requirements.
- Promote a positive safety culture and continuous improvement in WHS performance.

WHS Policy Statement

[Company Name] is committed to providing and maintaining, so far as is reasonably practicable, a work environment that is safe and without risks to health for workers, subcontractors, visitors and members of the public who may be affected by our fencing operations.

[Company Name] will:

- Comply with all applicable WHS legislation, Regulations, Codes of Practice and Australian Standards relevant to fencing work.
- Systematically identify hazards, assess risks and implement effective controls using the hierarchy of control.
- Provide safe plant, equipment, tools and work systems for fencing activities, including temporary fencing, security fencing, pool fencing, rural fencing and industrial fencing.
- Ensure workers are trained, competent and adequately supervised for the tasks they undertake.

- Consult with workers and their health and safety representatives on WHS matters and encourage reporting of hazards, near misses and incidents.
- Investigate incidents and implement corrective actions to prevent recurrence.
- Monitor and review WHS performance and this WHS Management Plan at regular intervals and whenever significant changes occur.

All workers are required to:

- Take reasonable care for their own health and safety.
- Take reasonable care that their acts or omissions do not adversely affect the health and safety of others.
- Comply with any reasonable instruction, training or policy relating to WHS.
- Use personal protective equipment (PPE) and safety equipment provided.
- Report hazards, incidents and unsafe conditions immediately.

This policy is endorsed by senior management and will be communicated to all workers and made available to interested parties.

WHS Responsibilities and Accountabilities

Officers / Directors

Officers (such as company directors and senior managers) of [Company Name] have a duty to exercise due diligence to ensure that [Company Name] complies with its WHS obligations. This involves taking reasonable steps to:

- Acquire and keep up-to-date knowledge of WHS matters relevant to fencing operations.
- Understand the nature of [Company Name]'s operations and the associated hazards and risks (for example, post hole augers, concrete mixers, abrasive wheels, working near underground services, working near roads and traffic).
- Ensure [Company Name] has, and uses, appropriate resources and processes to eliminate or minimise WHS risks.
- Ensure there are processes for receiving, considering and responding to information about incidents, hazards and risks.
- Ensure WHS legal compliance through appropriate policies, procedures and verification activities.

Managers / Supervisors / Leading Hands

Managers, supervisors and leading hands are responsible for implementing this WHS Management Plan on a day-to-day basis. Their responsibilities include:

- Planning fencing works with WHS risks in mind, including sequencing tasks to minimise exposure to hazards.
- Conducting pre-start inspections, site-specific risk assessments and toolbox talks.