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Manufacturing and Production WHS Management Plan

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Purpose and Scope

This Manufacturing and Production WHS Management Plan sets out how [Company Name] will manage work health and safety (WHS) risks across all manufacturing and production activities. It provides a structured framework for identifying hazards, assessing risks, implementing controls, and monitoring performance in line with Australian WHS legislation, regulations, Codes of Practice, and applicable Australian Standards.

This plan applies to:

- All workers, including full-time, part-time, casual, labour hire, apprentices, trainees, and volunteers
- Contractors, sub-contractors, and their workers
- Visitors, clients, and delivery drivers while on site
- All fixed facilities, production lines, workshops, warehouses, and temporary work areas controlled by [Company Name]

The plan covers typical manufacturing and production operations, including but not limited to:

- Fabrication, machining, assembly, and finishing
- Packing, palletising, and dispatch
- Operation of plant and equipment (e.g. presses, CNC machines, conveyors, forklifts)
- Use, storage, and handling of hazardous chemicals
- Maintenance, cleaning, and breakdown response

WHS Policy Statement

[Company Name] is committed to providing a safe and healthy workplace for all workers and others who may be affected by our operations. We recognise that effective work health and safety management is essential to our long-term success and is a core responsibility of management at all levels.

[Company Name] will:

- Comply with all relevant WHS legislation, regulations, Codes of Practice, and Australian Standards
- Eliminate risks to health and safety so far as is reasonably practicable, and where not reasonably practicable, minimise those risks
- Consult with workers and health and safety representatives (HSRs) on matters that affect their health and safety
- Provide and maintain safe plant, equipment, and systems of work
- Ensure the safe use, handling, and storage of hazardous chemicals and materials

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- Provide adequate information, instruction, training, and supervision
- Continuously improve WHS performance through monitoring, review, and corrective actions

This WHS Management Plan forms part of [Company Name]'s integrated management system and will be communicated to all workers and made available to interested parties upon request.

WHS Objectives and Targets

[Company Name] will establish measurable WHS objectives and targets that focus on risk reduction and continuous improvement. These objectives and targets will be reviewed annually or when significant changes occur.

Example objectives may include:

- Reduction in lost time injuries (LTIs) and medically treated injuries
- Increased reporting of hazards and near misses
- Completion of planned safety inspections and audits
- Implementation of engineering controls for high-risk plant
- Completion of WHS training and competency assessments

A WHS Objectives and Targets register will be maintained.

WHS Objectives and Targets Register

Objective	Target	Timeframe	Responsible Person	Status	Review Date

WHS Responsibilities

Clear allocation of WHS responsibilities is essential for effective implementation of this plan. All persons at the workplace have duties under WHS legislation, commensurate with their level of control and influence.

Officers (e.g. Directors, Senior Executives)

Officers must exercise due diligence to ensure [Company Name] complies with its WHS duties. This includes taking reasonable steps to:

- Acquire and keep up-to-date knowledge of WHS matters relevant to manufacturing and production
- Understand the operations and associated hazards and risks
- Ensure appropriate resources and processes are available and used to eliminate or minimise risks

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