

## Winthrop Australia

### OHS Consultation Procedure

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#### Scope and Purpose

This procedure sets out the system for enabling all employees of Winthrop Australia to be effectively involved in workplace health and safety issues – relating to Winthrop Australia. The procedure intends to ensure that Winthrop Australia will, so far as is reasonably practicable, consult with and involve employees, and/or their representatives, in decisions regarding health and safety.

The OHS consultation process within Winthrop Australia will meet all relevant OHS legislative requirements.

Consultation on health and safety issues will, so far as is reasonably practicable, include independent contractors and their employees engaged by Winthrop Australia where Winthrop Australia has effective control regarding health and safety.

The minimal scope of consultative issues relating to health and safety include:

- Identification and assessment of hazards and risks.
- Decisions concerning hazard and risk control measures.
- The adequacy of welfare facilities.
- Procedures for resolving health and safety issues.
- Procedures for consultation on health and safety.
- Monitoring employee health and workplace conditions.
- Provision of information and training.
- Health and safety committee membership.
- Changes to the workplace, plant, substances, things used, and conduct of the work, that may affect employee health and safety.

**Winthrop Australia**

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**Consultative Arrangements**

Winthrop Australia will ensure, as far as is feasible, that relevant health and safety information relating to the minimal scope of consultative issue set out above is provided to employees, particularly through the forum of consultative meetings.

Managers will facilitate consultation by regularly meeting with employees, or discussing with individual employees, or their representatives, to enable health and safety issues, to be discussed. Winthrop Australia will take into account the views of employees when making decisions. Where possible, decisions involving health and safety issues will be made through consensus.