

HEALTH AND SAFETY POLICY

PURPOSE

The health and safety policy pursues the rights of the employees in terms of the Occupational Health and Safety Act, in laying out the general conditions that will characterize the Sisonke District Municipality workplace in this regard.

SCOPE OF APPLICABILITY

The provisions of this policy shall be applicable to all staff in the employ of the Municipality, regardless of the nature of the appointment and/or their seniority. his policy, also, covers the Municipality's clients/visitors.

POLICY STATEMENTS

1. The health and safety of the Municipality employees and persons on its premises is the responsibility of the Municipality.
2. The Municipality will ensure the work environment is not detrimental to its employees or their health by ensuring the following:
 - All machinery and tools used in the Municipality are maintained at regular intervals. This will include office automation system, motor vehicles, and any other property that may represent danger to employees; if not properly maintained.
 - Taking of reasonable steps to eliminate any hazard or potential hazard to safety and health of employees and visitors or guests.
 - The provisioning of safety and protective clothing to all employees to whom such clothing is the requirement of their job.
 - To establish mechanisms of detecting potential hazards to the health and safety of employees and others on the premises, and to eliminate those as soon as possible.
 - The provision of continuous information and training to managers and employees on the general health and safety standards and requirements within the Municipality workplace. In this regard, the Municipality will promote the creation of a safety committee that will be charged with this responsibility.
 - On their part, the employees shall play an active role in safeguarding theirs and their colleagues' safety, by:
 - * Making their safety and that of their colleagues their priority during the course of their work.
 - * Complying with all the requirements of this policy and other dictates of the Municipality in so far as the general safety at the workplace is concerned.
 - * Obeying instruction and carrying out lawful instructions that have

health and safety implications.

- * Reporting all incidents of safety and health risk in their station and workplace in general as soon as these become known or visible to them.