



Work Health and Safety Policy

Version: 1.0

Commencement Date: 12 January 2025

Review Date: 12 January 2026

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Citation:

Working Animals Federation of Australia (WAFA), "Work Health and Safety Policy", Version January 12, 2025, www.workinganimals.com.au/policies

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This comprehensive policy and procedure ensures that the Working Animals Federation of Australia (WAFA) not only complies with statutory requirements but also supports the welfare of those dedicated to the care and management of working animals, fostering a supportive and sustainable working environment.

1. Purpose

The purpose of this Work Health and Safety (WHS) policy is to ensure a safe and healthy work environment for all staff and volunteers of the WAFA, emphasising the prevention and management of psychosocial hazards and compassion fatigue.

2. Scope

This policy applies to all employees, volunteers, and contractors within WAFA, encompassing all activities and locations where WAFA operates.

3. Policy Statement:

WAFA is committed to maintaining the highest levels of health and safety by managing risks, promoting wellness, and supporting staff well-being, particularly addressing psychosocial hazards and compassion fatigue.

4. Definitions

- **Psychosocial Hazards:** Elements of work design, management, and organisation that pose risks to psychological health.
- **Compassion Fatigue:** Emotional and physical exhaustion leading to a diminished ability to empathize or feel compassion for others, often prevalent among individuals working with trauma or suffering.

5. Responsibilities

1. Steering Committee:

- Oversee and endorse the WHS policy.
- Allocate resources for WHS initiatives.

2. Managers:

- Implement and monitor WHS practices.
- Support staff experiencing psychosocial hazards or compassion fatigue.

3. Employees:

- Comply with WHS policies.
- Report hazards, incidents, and signs of compassion fatigue.

4. HR Department:

- Develop and deliver training programs on WHS, psychosocial hazards, and managing compassion fatigue.
- Maintain records of incidents and training.

6. Procedures

1. Reporting:

- Staff must report any WHS incidents, hazards, or concerns, including signs of compassion fatigue, to their supervisor or HR.

2. Investigation:

- All reports will be promptly investigated to assess and mitigate risks.

3. Resolution:

- Resolutions will include immediate corrective actions and long-term strategies to prevent recurrence.

7. Compliance

Compliance with this policy and all related procedures is mandatory for all WAFA personnel.

8. Training and Communication

- Regular training on WHS, recognising and managing psychosocial hazards, and strategies to deal with compassion fatigue.
- Ongoing communication regarding policy updates and safety notices.

9. Review, Revision and Approvals

- This policy will be reviewed annually and revised as necessary.
- All revisions will require approval from the Steering Committee.

10. References

- Relevant WHS legislation.
- Best practice guidelines on psychosocial hazards and compassion fatigue management.

11. Implementation

This policy is effective immediately upon approval and will be implemented across all WAFA operations.

12. Enforcement

Non-compliance with this policy may result in disciplinary action, including termination.

13. Contact Information

For any questions or to report a concern related to WHS to the WHS Officer via admin@workinganimalsfederationofaustralia.com.au