



# Gladstone Regional Council

## Council Policy

Title	<b>ELECTRICAL SAFETY</b>
Policy Number	<b>P-2017-32</b>
Responsible Directorate	<b>OFFICE OF THE CEO</b>
Responsible Officer	<b>OHS COORDINATOR</b>
Date of Adoption	<b>4 JULY 2017</b>
Resolution Number	<b>G/17/3102</b>
Date Review Due	<b>4 JULY 2020</b>

### 1.0 PURPOSE:

The purpose of the Electrical Safety Policy is to demonstrate that Gladstone Regional Council shall comply with the provisions outlined within the Electrical Safety Act 2002.

### 2.0 SCOPE:

All workers of Gladstone Regional Council as defined under s22 of the *Electrical Safety Act 2002*.

### 3.0 RELATED LEGISLATION:

- Electrical Safety Act 2002;
- Electrical Safety Regulation 2013;
- Electrical Safety (Codes of Practice) Notice 2013;
- Electrical Safety Code of Practice 2013 - Managing Electrical Risks in the Workplace;
- Electrical Safety Code of Practice 2010 - Works;
- Electrical Safety Code of Practice 2010 - Working Near Overhead and Underground Electric Lines;
- AS 3000:2007 Electrical Installations (Wiring rules);
- AS 3012:2010 Electrical installations – Construction and Demolition Sites;
- AS 3760:2010 In-service safety inspection and testing of electrical equipment.

### 4.0 RELATED DOCUMENTS:

- Corporate Standard - Electrical Safety, Isolation and Testing Requirements;
- Corporate Standard - Electrical Safety Management.

## 5.0 DEFINITIONS:

"**Officer**" as defined in accordance with s38A of the *Electrical Safety Act 2002*.

"**Person conducting a business or undertaking**" as defined in accordance with s21 of the *Electrical Safety Act 2002*.

"**Person in control of electrical equipment**" as defined in accordance with s24 of the *Electrical Safety Act 2002*.

"**Worker**" means a worker as defined in accordance with s22 of the *Electrical Safety Act 2002* who is directly or indirectly engaged by Gladstone Regional Council.

## 6.0 POLICY STATEMENT:

### 6.1 Aim

Gladstone Regional Council aims to ensure that electrical safety is integrated into all our management systems and core operations so that prevention of occupational injury and illness and property damage becomes an integral part of our organisational culture.

### 6.2 Commitment

Gladstone Regional Council is committed to ensuring a safe, supportive, protective and healthy working environment for Workers who may be affected by the conduct of our activities. Council recognises its responsibility to provide a safe and healthy work environment and will achieve this by:

- Fostering a positive safety culture through effective health and safety leadership;
- Implementing a risk management approach to electrical safety which is systematically incorporated as part of our day-to-day business operations;
- Using consultative mechanisms to facilitate communication between management and Workers to enable resolution of electrical safety issues;
- Providing adequate information, training and supervision to all Workers where appropriate and to enable the identification and elimination of hazards;
- Using robust systems for monitoring, and maintaining information and records of the electrical safety of Workers, and for evaluating our health and safety performance.

### 6.3 Responsibilities

It is the responsibility of a Worker to fulfil their electrical safety responsibility by:

- Following electrical safety corporate standards, safe work practices and procedures given for working and behaving in a safe and healthy manner;
- Reporting all injuries, incidents and unsafe conditions or work practices.

Person Conducting Businesses or Undertaking have overall responsibility for the provision of a safe and healthy working environment and for the electrical safety performance within their work areas.

Officers have overall responsibility for the provision of a safe and healthy working environment and are accountable for ensuring the Safety Management System is operating effectively.

**7.0 ATTACHMENTS:**

Nil

**8.0 REVIEW TRIGGER:**

This policy will be reviewed when any of the following occur:

1. The related legislation/documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council
3. Periodic Review – 3 years from date of adoption.

TABLE OF AMENDMENTS		
Originally Adopted	3 SEPTEMBER 2013	G/13/1704 (P-2013/2)
Amendment 1	18 AUGUST 2015	G/15/2516
Amendment 2	4 JULY 2017	G/17/3102
Amendment 2	<INSERT DATE COUNCIL MEETING>	<INSERT RESOLUTION NUMBER>

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**CALE DENDLE**  
**ACTING CHIEF EXECUTIVE OFFICER**