

## APPENDIX 10

# OCCUPATIONAL HEALTH AND SAFETY

Under section 74 of the *Occupational Health and Safety (Commonwealth Employment) Act 1991*, the ARC is required to report on the following occupational health and safety matters.

### OCCUPATIONAL HEALTH AND SAFETY (OHS) POLICY AND MEASURES

During 2001–02, the ARC’s occupational health and safety services were provided by DEST under the terms of the MoU.

The ARC is currently finalising its own OHS policy and agreement with the union, including establishing an OHS committee, identifying work groups and electing health and safety representatives.

During 2001–02, the ARC carried out ergonomic assessments of all workstations and as a result purchased a range of more suitable chairs and other equipment for staff. An OHS audit was also conducted, which has drawn a number of training and other issues to the Executive’s attention, and steps are under way to implement the recommendations. Work has also commenced on a disaster recovery and business continuity plan.

### REPORTING REQUIREMENTS UNDER THE ACT

The ARC had no reported accidents or dangerous occurrences in 2001–02 under section 68 of the *Occupational Health and Safety (Commonwealth Employees) Act 1991*. In addition, the ARC received no directions or notices under sections 29, 45, 46 and 47 of the Act.