



# RCMS Policy

## Communications & Consultation

### INTRODUCTION

This policy applies to all members and visitors engaged with the RCMS and is readily accessible to all interested parties. This policy expands on the current WHS Legislation which outlines the legal duties to consult. RCMS is committed to providing its workplaces with consultative arrangements that allow members to contribute to decisions that impact on their workplace. The workplace benefits significantly from effective consultation and members are often best placed to identify hazards and issues in the workplace.

### POLICY OBJECTIVES

RCMS is committed to ensuring:

- ❖ Consultation on all issues being meaningful and effective with members contributions valued and taken into account;
- ❖ Consultation shall not delay the implementation of a policy or procedure to address an immediate or serious risk in a timely manner;
- ❖ Consultation will be undertaken in a manner consistent with positive supportive working relationships.

The RCMS management committee has ultimate administrative and operational responsibility for all workplace decisions that affect members and that these decisions shall be made in accordance with the consultation principles outlined in this policy. RCMS will meet its commitments by consulting with members, so far as is reasonably practicable, when making any decision or change in relation to the workplace, including the following:

- ❖ Identification of workplace hazards and assessment of the risks associated with workplace activities and hazards;
- ❖ Making decisions in relation to measures taken to eliminate or control workplace risks;
- ❖ Introduction of, or alteration to procedures for monitoring workplace risks;
- ❖ Proposed changes to the workplace, systems of work, job roles, plant or substances used at the workplace;
- ❖ Ensuring decisions are made in relation to consultation procedures, and any legislative requirements.

RCMS members and visitors are required to:

- ❖ Consult and cooperate with RCMS on all workplace related matters;
- ❖ Openly communicate any hazards or incidents at the workplace;
- ❖ Provide feedback to RCMS on the effectiveness of established consultation and communication arrangements.

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