

Magmen Cairns Pty Ltd t/a Jim's Bin Cleaning Cairns  
 ACN 634 864 323 ABN 68 634 864 323  
 Po Box 175, Westcourt, 4870.  
 Ph: 0408 392471r 0455 667 750m  
 Email: [ross.britton@jimsbincleaning.com.au](mailto:ross.britton@jimsbincleaning.com.au)  
[mark.mennie@jimsbincleaning.com.au](mailto:mark.mennie@jimsbincleaning.com.au)



Document Type	Plan	Status	New
Document Number	1	Version	.01
Creation Date	30 August 2019	Last Review Date	30 August 2019
Next Review Date	31 December 2019		
Document Location	EnableHR and Dropbox		

## WHS Objectives and Targets

Magmen Cairns Pty Ltd t/a Jim's Bin Cleaning Cairns has established the following objectives and targets to maintain the effectiveness of the WHS Management Plan.

AUDIT ELEMENT	OBJECTIVE	TARGETS
1: Policy + Management Commitment	It is our goal & aim to always put safety first. Under no circumstances is safety of our employees or the public to be compromised or put at risk. Our objective is to have zero WH&S incidents.	Our objective is to have zero WH&S incidents.
1.1: Leadership and Commitment	Management is committed to ensuring that all risks to our staff, the public or our equipment are identified and mitigated prior to any incident taking place.	From a leader's point of view, the Who of safety should always be about the employee. Engaged employees aren't just motivated by money, status or power – they are motivated by shared values, trust, mission and purpose. To get the Who right we need to have great hiring practices, an evolved and compelling culture, and systems in place for mid-course corrections when an employee shows signs of disengaging with the culture of safety within the business. More importantly, you need to be a compelling and engaged leader, one who leads with emotion. Leaders set the tone for engagement in the workplace.
2.1: Planning and Objectives	Regular consultation will be implemented between the operators of the equipment and management to ensure WH&S risk identification and mitigation is a continuous process in our bid to ensure there are no incidents at all.	We aim for zero incidents. However, should there be an incident, then we aim to mitigate the risks of this incident occurring again in the future, as well as undertaking a fresh risk analysis of the complete business to try to identify any other risks that may have been missed previously.

AUDIT ELEMENT	OBJECTIVE	TARGETS
2.3: Legal Compliance	We aim for zero incidents. However, should there be an incident, then we aim to mitigate the risks of this incident occurring again in the future, as well as undertaking a fresh risk analysis of the complete business to try to identify any other risks that may have been missed previously.	We aim for zero incidents. However, should there be an incident, then we aim to mitigate the risks of this incident occurring again in the future, as well as undertaking a fresh risk analysis of the complete business to try to identify any other risks that may have been missed previously.
3.1: Safe Working Behaviour	We aim for zero incidents. However, should there be an incident, then we aim to mitigate the risks of this incident occurring again in the future, as well as undertaking a fresh risk analysis of the complete business to try to identify any other risks that may have been missed previously.	We aim for zero incidents. However, should there be an incident, then we aim to mitigate the risks of this incident occurring again in the future, as well as undertaking a fresh risk analysis of the complete business to try to identify any other risks that may have been missed previously.
3.2: Training and Competency	We aim to regularly have management go out on the road with the operator(s) to ensure training is of a standard that ensure our targets of zero incidents are being met.	We aim for zero incidents. However, should there be an incident, then we aim to mitigate the risks of this incident occurring again in the future, as well as undertaking a fresh risk analysis of the complete business to try to identify any other risks that may have been missed previously.
3.3: Communication and Consultation	<p>We have implemented EnableHR to ensure a transparent operation of WH&amp;S policies and targets, and also allow a Self Service facility to ensure ease of reading, understanding, reporting, and use. Consultation on health and safety is a two-way process and should be seen as an opportunity to add value when making decisions. This process involves:</p> <ul style="list-style-type: none"> <li>talking about issues</li> <li>listening to and raising concerns</li> <li>understanding your role</li> <li>seeking information and sharing views</li> <li>discussing issues in a timely manner</li> </ul>	We have implemented EnableHR to ensure a transparent operation of WH&S policies and targets, and also allow a Self Service facility to ensure ease of reading, understanding, reporting and use.

AUDIT ELEMENT	OBJECTIVE	TARGETS
	considering what is being said before decisions are made attending scheduled meetings.	
3.4: Contractors/ Suppliers/ Visitors	As with employees	As with employees
4.1: Performance Management and Reporting	Performance management involves measuring, reporting and managing progress – from the individuals who work for a company, right up to the organisation as a whole – with the aim of improving performance	We will report on any incidents to all Directors and employees as & when they occur
4.2: Documentation, Records and Document Control	We will review all WH&S documents on a 6 monthly basis as a minimum. All documentation and procedures will be reviewed in the event of an incident. All documentation will be kept up to date via EnableHR	We will review all WH&S documents on a 6 monthly basis as a minimum. All documentation and procedures will be reviewed in the event of an incident. All documentation will be kept up to date via EnableHR
5.1: Hazard and risk management	To ensure that there is a formal process for hazard identification, risk assessment and control to effectively manage workplace and safety hazards within the	Zero incidents
5.2: Safe Work Procedure	Safety is as critical to our company's operations as planning, scheduling and billing. Further, the company believes that accidents are preventable and that it is up to each of us to ensure that we practice safety as a routine part of our daily work. One of our safety goals is to have the best safety and health conditions possible in the Jobsite. To achieve that goal, we must first have a good attitude about safety. Then we must THINK SAFETY and WORK SAFELY.	We aim for zero incidents.
5.3: Health and Hygiene	The Company holds health, hygiene and safety as first priority in its operations, while its utmost concern is to always ensure that all employees execute their work under safe and hygienic conditions. ... Being committed to prevention of injury and ill health	We aim for zero incidents and the prevention of ill health.

AUDIT ELEMENT	OBJECTIVE	TARGETS
5.4: Management of Change	The objective of change management in this context is to ensure that standardised methods and procedures are used for efficient and prompt handling of all changes to cleaning procedures, equipment or service days in order to minimise the number and impact of any related incidents upon service.	We aim for zero incidents. Should there be any change to equipment or operations, then a full risk assessment should be undertaken prior to the implementation of the new procedure(s) or equipment commissioning.
5.5: Workplace Inspections, and Audits	identify the risks and the levels of those risks within the workplace; identify strengths and weaknesses in your safety procedures; assess whether your safety procedures are legally compliant; compare current documentation and practices against best practice and legal obligations;	We aim for zero incidents
5.6: Emergency Preparedness and Response	To be prepared to: Prevent fatalities and injuries. Reduce damage to buildings, stock, and equipment	To ensure the quickest reaction & response to an incident to minimise harm to employees, the public and company equipment
5.7: Incident Management	<p>The purpose of the Incident Management process is to restore normal service operation as quickly as possible and minimize the adverse impact on business operations, ensuring that agreed levels of service quality are maintained.</p> <p>The objectives of the Incident Management process are to:</p> <ul style="list-style-type: none"> <li>• Ensure that standardised methods and procedures are used for efficient and prompt response, analysis, documentation, ongoing management and reporting of incidents</li> <li>• Increase visibility and communication of incidents to business and support staff</li> <li>• Enhance the business perception of the company through the use of a professional approach in quickly</li> </ul>	To identify any additional risks that can be identified from the incident, reduce future risks of this or similar incidents occurring, and amend policies as required to ensure future risks are further reduced.

AUDIT ELEMENT	OBJECTIVE	TARGETS
	resolving and communicating incidents when they occur <ul style="list-style-type: none"> <li>• Align Incident Management activities and priorities with those of the business</li> <li>• Maintain user satisfaction with the quality of cleaning services</li> </ul>	