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Your Safety Matters

This information letter is distributed to those people who are ensuring that their workplace is safe and healthy. This includes members of OHS Committees, OHS Representatives, Safety Officers, Supervisors, Managers and Directors. "Your Safety Matters" (formerly "Committee Member") is free information letter which has been distributed since 1996.

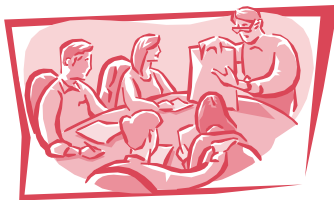
Getting & Retaining Members on the OHS Committee

How can we encourage employees to put their names forward for election to the OHS Committee – and how can we encourage them to stay on the Committee?



The answer to that question springs out of the fact that most people like to help and support a group that is successfully working on a worthy purpose. It is vital that employees in your workplace know that the OHS Committee is such a group - here are some suggestions to get the message across;

- Make sure that all employees know the purpose of your OHS Committee - develop your own posters about this and put them up in the workplace – include the purpose in new employee inductions – supervisors can mention it in tool box talks, etc
- Put a picture in each area of the workplace of the OHS Committee member for that area.
- Promote every success the OHS Committee has in making the workplace safe and healthy.
- Display the Minutes of the OHS Committee in areas of the workplace so that all employees know that the Committee is working on their behalf.
- Management should encourage and give 100% support to the Committee and treat OHS members with the greatest respect - and make that known at every opportunity eg. at company functions and in company publications.
- Management should give a written commendation every year to each Committee member in acknowledgement of the work they have done on the Committee – employees love to have these for their CV.



- Make sure that members are given enough time during the day to deal with their OHS member functions.
- OHS Committee members are there because they want to help others – it comes from the heart – they want to help make the workplace safe and healthy. Validate and support them for that at every opportunity.

This publication provides general information about ohs. It is not a legal opinion and does not represent a comprehensive statement of the law to be applied to a particular problem.

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