Work Health and Safety Policy Statement

Ref: 4.1/0926

Policy Group	04 Work Health and Safety
Related Policy	CitiReach Workplace Health and Safety Policy (4.2)
Commencement Date	14.09.2026
Review Date	14.09.2027

Intent

CitiReach is committed to providing a safe and healthy working environment for its Personnel, and a safe environment for the participants it supports, in every location CitiReach's work takes it — its own premises, participants' homes, and the community.

This statement is CitiReach's public commitment to work health and safety. It is supported by the Workplace Health and Safety Policy (4.2), which sets out in detail how this commitment is put into practice.

Scope

Inclusions: All CitiReach Personnel, participants, contractors and visitors wherever CitiReach's work is carried out.

Restrictions: Nil.

Exclusions: Nil.

Objectives

1. To eliminate or minimise risks to health and safety so far as reasonably practicable.
2. To comply with the Work Health and Safety Act 2011 (Qld) and its Regulations.
3. To consult with Personnel on matters affecting their health and safety.
4. To continuously improve CitiReach's work health and safety performance.

Policy Provisions

1. CitiReach's Head of Operations is accountable to the Citipointe Committee of Management for work health and safety at CitiReach, and is committed to providing the resources, training and support needed to keep this commitment.
2. Every Personnel member has a responsibility to work safely, to follow CitiReach's work health and safety procedures, and to report any hazard, incident or near-miss without delay.
3. This commitment is reviewed annually, or earlier if CitiReach's operations or legal obligations change.

Supporting Procedures and Guidelines

- CitiReach Workplace Health and Safety Policy (4.2)
- CitiReach Incident Report Form

Relevant Commonwealth/State Legislation

- Work Health and Safety Act 2011 (Qld)
- Work Health and Safety Regulation 2011 (Qld)
- National Disability Insurance Scheme Act 2013 (Cth)
- NDIS Code of Conduct (NDIS Provider Registration and Practice Standards) Rules 2018 (Cth)
- Fair Work Act 2009 (Cth)
- Social, Community, Home Care and Disability Services Industry Award 2010 (Cth)

Definitions

CitiReach – CitiReach Community Support Services, a business name of Christian Outreach Centre trading as Citipointe Church, providing NDIS community supports in Brisbane, accountable to the Citipointe COM.

COM – the Citipointe Committee of Management — the governing authority of Citipointe Church, to which CitiReach is accountable.

Head of Operations – the CitiReach staff member with day-to-day operational and leadership responsibility for CitiReach.

Participant – a person accessing NDIS-funded supports from CitiReach.

Personnel – CitiReach employees (permanent and casual), contractors and volunteers.

Policy Dissemination and Procedures

This statement is displayed at CitiReach's premises and provided to all Personnel at induction. It is signed by the Head of Operations to affirm CitiReach's commitment to work health and safety.

Accountabilities

Implementation	CitiReach Head of Operations
Compliance	CitiReach Head of Operations
Monitoring and Evaluation	CitiReach Head of Operations, with the Citipointe Compliance Office
Development/Review	CitiReach Head of Operations, with the Citipointe Compliance Office

Revisions

Reference No: 4.1

Version	Approval Date	Committee/Board	Resolution/Minute
/0926	14.09.2026	Citipointe COM	Pending adoption