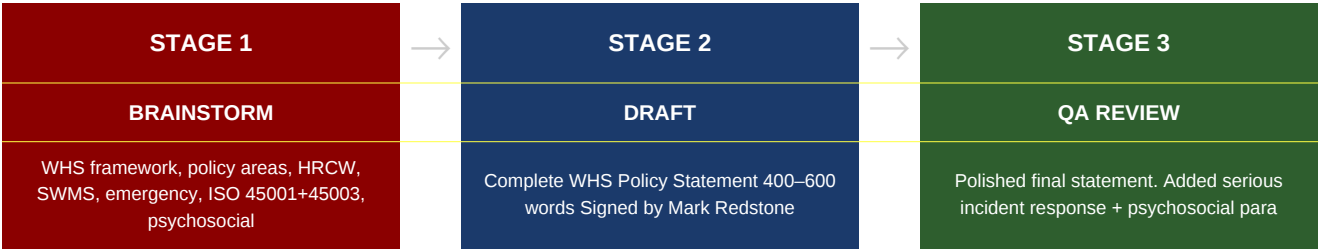


WHS POLICY FRAMEWORK

Chaining Workflows — C2 | Tool 6 | Three-Stage Output

Redstone Civil Pty Ltd | ABN 52 143 867 291 | NQ Civil & Earthmoving
 Townsville QLD | ISO 45001 · ISO 45003:2021 · WHS Act 2011 · Amendment Reg 2022

10 June 2026



Business	Redstone Civil Pty Ltd — NQ civil earthmoving, Townsville	WHS Status	Code A — nothing formal; safety by experience
Workflow	C2 WHS Policy Framework — Chaining Workflows (Tool 6)	AI Tool	Claude Sonnet 4.6

STAGE 1	BRAINSTORM	WHS Framework Analysis — Completed by AI from Business DNA
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This framework is built for Redstone Civil's current position: a North Queensland civil contractor doing earthworks, drainage, and road maintenance with owned plant, 6–15 direct employees, CQMS Raize exposure, and a WHS status of "nothing formal — safety handled by experience and common sense." The WHS system needs to move Redstone from **informal site safety** to **documented, repeatable, auditable safety control**.

1. The 8 Core WHS Policy Areas

WHS Policy Area	What Redstone Civil Needs in Practice
1. WHS Policy Statement & PCBU Duties	A signed WHS Policy from Mark Redstone confirming Redstone will identify hazards, control risks, consult workers, maintain plant, train workers, report incidents, and review WHS performance.
2. Roles & Responsibilities	Clear duties for owner/director, supervisors, operators, truck drivers, labourers, visitors, and any subcontractors used for traffic management, survey, or specialist works.
3. Risk Management Procedure	A documented process for identifying hazards, assessing risk, applying controls, checking controls, and reviewing after incidents, site changes, weather events, or client requirements.
4. HRCW and SWMS	SWMS prepared before HRCW starts, provided to the principal contractor, followed on site, reviewed when controls change, and kept available for inspection.
5. Plant, Equipment & Vehicle Safety	Pre-start checks, service records, operator competency records, exclusion zones, spotter rules, reversing controls, maintenance tagging, defect reporting, and plant risk assessments for all 8 plant items.
6. Training, Licences & Competency	A training register covering White Cards, plant tickets, HR licences, traffic controller licences, dogging, excavator, grader, site inductions, toolbox talks, SWMS sign-on, VOCs, and refresher requirements.
7. Consultation, Communication & Coordination	Toolbox talks, pre-starts, site briefings, consultation with workers, coordination with principal contractors and other PCBUs. PCBUs with overlapping duties must consult, cooperate, and coordinate.
8. Incident, Emergency & Psychosocial Risk	Incident reporting, notifiable incident escalation, emergency procedures, first aid, evacuation, cyclone/heat/wet season controls, fatigue controls, workload controls, and psychosocial hazard management.

2. Top 5 High Risk Construction Work Activities

Pri	HRCW Activity	Why It Applies to Redstone
1	Work in areas with powered mobile plant movement	Redstone operates excavators, grader, trucks, skid steer, roller, and water truck. This is the everyday risk profile.
2	Excavation, trenching and drainage near trenches > 1.5 m	Drainage channels, stormwater installation, table drains, culverts, and subdivision earthworks may trigger this requirement.
3	Work on, in, or beside a road or traffic corridor in use	Road maintenance, council works, traffic control interfaces, truck movements, and public road proximity create live traffic risk.
4	Work near underground or overhead services	Excavation can expose electrical, water, gas, fuel, telecommunications, stormwater, sewer, and council assets.
5	Work in or near confined spaces, culverts, pits, drains, or water	Drainage and stormwater work can involve pits, culverts, channels, wet ground, floodwater, and drowning or engulfment risk.

■ *Note: NQ heat is a serious WHS hazard, but normal outdoor heat is not automatically "artificial extremes of temperature" HRCW. It still requires formal controls under fatigue, heat stress, hydration, scheduling, emergency response, and psychosocial workload management.*

3. Critical SWMS Topics

SWMS Topic	Trigger Activity	Minimum Controls
Mobile Plant Operations	Excavators, grader, skid steer, roller, trucks, water truck	Exclusion zones, spotters, UHF/radio, pre-starts, pedestrian separation, ground conditions.
Excavation and Trenching	Drainage, stormwater, bulk earthworks, table drains	BYDA checks, service locating, battering/benching/shoring, edge protection, spoil placement, access/egress.
Roadside and Traffic Corridor	Council road maintenance, pavement works, haulage near public roads	Traffic management plan, authorised traffic controllers, signage, barriers, night/low visibility controls.
Working Near Services	Excavation near underground or overhead assets	Permit process, service plans, potholing, spotter, no-go zones, overhead clearance, emergency strike process.
Drainage Channel and Water-Adjacent	Open channels, culverts, flood mitigation, wet season works	Weather checks, water level monitoring, safe access, drowning controls, rescue plan, plant stability.
Loading, Haulage and Tipping	Trucks, spoil haulage, quarry/material supply	Load restraint, tip-over controls, stockpile management, reversing, haul road rules, fatigue checks.
Compaction and Pavement Prep	Roller, grader, road maintenance	Plant interaction, vibration exposure, dust, visibility, exclusion zones, interface with trucks and water cart.
Fatigue, Heat and Remote Work	Long days, NQ heat, wet season recovery, remote locations	Start/finish controls, hydration, shade, rest breaks, worker check-ins, fatigue self-reporting, stop-work trigger.

STAGE 1	BRAINSTORM	continued
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4. Emergency Procedure Requirements

Site Environment	Emergency Procedure Requirements
Subdivision earthworks	Muster point, site access map, emergency contacts, plant shutdown process, first aid kit location, emergency vehicle access, trench collapse response, service strike response.
Drainage channels and stormwater works	Flood and rising water trigger points, weather monitoring, rescue plan, safe access/egress, drowning response, pump failure response, isolation of unstable batters.
Road maintenance sites	Traffic incident response, struck-by-vehicle response, emergency vehicle access through traffic control, night/low visibility response.
Remote or semi-isolated NQ sites	Lone/isolated worker check-ins, UHF/mobile coverage check, nearest hospital/clinic, emergency coordinates, satellite/backup communication where needed.
Hot weather and wet season work	Heat stress response, hydration and rest procedure, cyclone/storm shutdown trigger, lightning trigger, bogged plant recovery, wet ground plant stability checks.
Plant and vehicle incidents	Rollover response, collision response, hydraulic failure, fuel spill, fire extinguisher location, isolation of plant, defect tagging.
Underground service strike	Stop work, isolate area, evacuate if gas/electrical risk, notify asset owner, notify principal contractor, preserve incident scene where required.
Serious injury or notifiable incident	First aid, emergency services (000), preserve scene, notify regulator where required, notify principal contractor, record, investigate, close out corrective actions before restart.

5. WHS Management System — ISO 45001 and ISO 45003:2021 Framework

ISO 45001 provides a Plan-Do-Check-Act framework for managing OHS risks. ISO 45003 gives guidance for managing psychosocial risk inside an OHS management system based on ISO 45001. Both standards are increasingly required for Tier 1 prequalification and CQMS Raize HSEQ submissions.

PLAN — Set the System Up

Element	Redstone Requirement
WHS Policy	Signed by owner/director. Clear commitment to safe work, legal compliance, consultation, and continual improvement.
Legal Register	WHS Act 2011, WHS Regulation 2011, relevant Codes of Practice, client requirements, CQMS Raize requirements, Amendment Regulation 2022.
Risk Register	Plant, excavation, road traffic, services, drainage, heat, fatigue, remote work, psychosocial risks, contractors, public interface.
Objectives	100% SWMS sign-on for HRCW, all plant pre-starts recorded, monthly toolbox talk, zero unreported incidents, all licences current.
Roles	Owner, supervisor, workers, visitors, contractors, traffic controllers, surveyors, principal contractor contacts.

DO — Run the Controls on Site

Element	Redstone Requirement
Site Inductions	Every worker and visitor inducted before entering active work zones.
SWMS and JSA	SWMS for HRCW; JSA/task risk assessment for non-HRCW tasks.
Plant Controls	Pre-starts, service records, defect tags, operator competency, exclusion zones.
Toolbox Talks	Weekly or task-based talks covering actual work: trenching, heat, traffic, services, plant movement, psychosocial hazards.
Training Register	White Card, HR, traffic control, dogging, excavator, grader, roller, first aid, VOCs.

CHECK — Prove It Is Working

Element	Redstone Requirement
Site Inspections	Supervisor checklist for plant, traffic, excavation, housekeeping, PPE, SWMS compliance.
Incident Reports	Record near misses, first aid, injuries, property damage, service strikes, public complaints.
SWMS Review	Review when work changes, site conditions change, weather changes, an incident occurs, or the principal contractor requests it.
Worker Feedback	Ask operators where controls are not practical or where job pressure is creating risk — includes psychosocial workload concerns.

ACT — Improve the System

Element	Redstone Requirement
Corrective Actions	Assign action owner, due date, close-out evidence.
Management Review	Monthly for active projects; quarterly for the whole business.
Lessons Learned	Capture what worked and what failed after each project.
Document Control	Version control for policies, procedures, SWMS, registers, and forms.
Tender Readiness	Keep WHS evidence ready for CQMS Raize, Tier 1 prequalification, and government panels.

STAGE 1	BRAINSTORM	continued
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6. Psychosocial Hazard Policy Commitment

■ **Queensland's WHS (Psychosocial Risks) Amendment Regulation 2022 commenced 1 April 2023** and inserted specific psychosocial risk provisions into the WHS Regulation. A psychosocial hazard can arise from the design or management of work, the work environment, plant, or workplace interactions and behaviours, and may cause psychological harm whether or not it also causes physical harm. The QLD Code of Practice states that psychosocial risk management is part of existing WHS duties and gives the minimum standard for managing risks to workers' psychological health. Redstone Civil will treat psychosocial hazards as formal WHS hazards — not as a wellbeing program, motivational talk, or optional HR issue.

Hazard	Why It Matters for Redstone	Control Approach
1. Heat-related fatigue and long physical workdays	NQ civil work involves hot outdoor conditions, early starts, plant operation, haulage, road work, and deadlines. Fatigue increases plant strike risk, poor judgement, slow reaction, and conflict.	Plan work around heat, schedule rest breaks, provide shade/water/electrolytes, rotate tasks, monitor heat stress signs, allow stop-work without blame, check fatigue before operating plant.
2. Remote or isolated work	Drainage, road maintenance, and regional project sites may leave operators working away from immediate help or supervision — increasing stress and risk during incidents, breakdowns, or storms.	Check-in system, communication coverage check, UHF/mobile/satellite backup, buddy system for higher-risk work, emergency coordinates, escalation process for missed check-ins.
3. Workload overload from growth and simultaneous projects	Redstone's stated challenge is handling three simultaneous projects at current team size — creating pressure on owner, supervisors, and operators, leading to rushed SWMS, skipped pre-starts, and fatigue.	Capacity planning before accepting work, supervisor-to-job ratio checks, realistic programmes, no "just squeeze it in" culture, weekly workload review, clear escalation when work exceeds people/plant.

Additional psychosocial hazards to monitor: poor communication from principal contractors, last-minute programme changes, aggressive behaviour from road users or site personnel, unclear roles, pressure to work through unsafe heat or wet ground, conflict from variations or delays.

7. WHS Gap Assessment

Area	Current Risk	Practical Fix
WHS documentation	High	Create core WHS system documents before pursuing larger Tier 1 packages.
SWMS readiness	High	Prepare SWMS for all likely HRCW before any tender or mobilisation.
Psychosocial risk	High	Add formal psychosocial hazard controls to WHS risk register and toolbox talks.
Plant evidence	Medium	Create plant register, service record folder, and pre-start system.
Training records	Medium	Build licence, ticket, and VOC register.
Emergency response	Medium	Create site-specific emergency plans for each project type.
Subcontractor control	Medium	Document when and how specialist subcontractors (traffic, survey) are controlled.
Tender readiness	High	Package WHS documents into a supplier approval pack for CQMS Raize, councils, and Tier 1 buyers.

Redstone's biggest WHS weakness is not site experience — it is the lack of written proof. For the next stage of growth, Redstone needs a lean but proper WHS Management System that proves: (1) the business understands its PCBU duties, (2) it can control high-risk civil construction work, and (3) it treats psychosocial risks, fatigue, and workload pressure as real WHS hazards.

Stage 1 output: complete WHS framework analysis — passed to Stage 2 for drafting.

STAGE 2	DRAFT	WHS Policy Statement — 400–600 words, signed
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WHS Policy Statement — Redstone Civil Pty Ltd

Redstone Civil Pty Ltd is committed to providing a safe and healthy workplace for all workers, contractors, visitors, clients, and members of the public affected by our civil construction work. This policy applies to all Redstone Civil operations, including earthworks, drainage, road maintenance, pavement preparation, plant operation, haulage, site mobilisation, and work carried out on client-controlled sites across North Queensland.

As a Person Conducting a Business or Undertaking, Redstone Civil will meet its duties under the **Work Health and Safety Act 2011 (Qld)**, the **Work Health and Safety Regulation 2011 (Qld)**, relevant Codes of Practice, and client site safety requirements. We will take reasonably practicable steps to eliminate risks to health and safety, or where elimination is not possible, reduce those risks as far as reasonably practicable.

The owner is responsible for providing leadership, resources, safe systems of work, suitable plant, worker consultation, training, supervision, incident response, and regular review of WHS performance. Supervisors are responsible for planning work safely, completing site checks, confirming workers understand the task, enforcing exclusion zones, checking SWMS are followed, and stopping work where conditions are unsafe. Workers are responsible for following instructions, using plant and equipment safely, wearing required PPE, reporting hazards and incidents, and raising safety concerns early. Visitors must follow site rules, remain in authorised areas, wear required PPE, and follow directions from Redstone Civil or the principal contractor.

Redstone Civil will manage key physical and psychosocial hazards through documented risk controls, site communication, and regular review. For **plant and equipment hazards**, we will maintain plant, complete pre-start checks, use competent operators, and apply exclusion zones around mobile plant. For **excavation and drainage hazards**, we will assess ground conditions, locate services, control trench and batter risks, and provide safe access and egress. For **traffic and road work hazards**, we will use approved traffic controls, clear site separation, signage, and communication between workers, operators, and road users. For **heat, fatigue, and weather hazards**, we will plan work around North Queensland conditions, provide water, rest breaks, shade, and stop-work triggers where conditions become unsafe. For **psychosocial hazards**, including workload pressure, fatigue, remote or isolated work, poor communication, and inappropriate behaviour, we will treat these as formal WHS hazards in line with the **WHS (Psychosocial Risks) Amendment Regulation 2022** and manage them through planning, consultation, workload control, supervision, and early reporting.

Redstone Civil will consult with workers on WHS matters that affect them. Consultation will occur through pre-start meetings, toolbox talks, SWMS sign-on, direct discussion, site inspections, and incident reviews. Workers will be encouraged to speak up about hazards, unsafe conditions, fatigue, workload pressure, or changes to site conditions without fear of blame.

Redstone Civil will keep WHS records appropriate to the work being performed, including inductions, training and licence records, SWMS, plant checks, incident reports, toolbox talks, emergency plans, and corrective actions. Serious incidents, near misses, service strikes, plant incidents, injuries, and unsafe conditions will be reported, investigated, and used to improve our systems.

This policy will be reviewed at least annually, after a serious incident, after a significant change in work activities, when legal or client requirements change, or when project reviews show that improvements are needed.

Signed:

Mark Redstone

Owner / Director

Redstone Civil Pty Ltd

Date: 10 June 2026

Stage 2 output: WHS Policy Statement draft — passed to Stage 3 for QA review.

STAGE 3	QA REVIEW		Polished final — checked against WHS Act 2011 and Amendment Regulation 2022
QA	PCBU duties correctly referenced — WHS Act 2011 s19 and s27 (due diligence)		✓ Present
QA	Hazard management covers both physical and psychosocial categories		✓ Added
QA	Serious incident response paragraph present		✓ Added
QA	WHS (Psychosocial Risks) Amendment Regulation 2022 referenced		✓ Present
QA	ISO 45003:2021 referenced as guidance standard		✓ Added
QA	Language plain — suitable for NQ tradesperson		✓ Confirmed

WHS Policy Statement — Redstone Civil Pty Ltd

Redstone Civil Pty Ltd is committed to providing a safe and healthy workplace for all workers, contractors, visitors, clients, and members of the public affected by our work. This policy applies to all Redstone Civil operations, including earthworks, drainage, road maintenance, pavement preparation, plant operation, haulage, mobilisation, and work carried out on client-controlled sites across North Queensland.

As a Person Conducting a Business or Undertaking, Redstone Civil will meet its duties under the **Work Health and Safety Act 2011 (Qld)**, **Work Health and Safety Regulation 2011 (Qld)**, relevant Codes of Practice, and client site safety requirements. We will eliminate risks to health and safety where reasonably practicable. Where risks cannot be eliminated, we will reduce them as far as reasonably practicable through planning, safe work methods, supervision, training, consultation, and review.

The owner/director is responsible for WHS leadership, officer due diligence, safe systems of work, suitable plant, worker consultation, training, supervision, incident response, and regular review of WHS performance. Supervisors are responsible for planning work safely, checking site conditions, confirming workers understand the task, enforcing exclusion zones, checking SWMS are followed, and stopping work where conditions are unsafe. Workers are responsible for following instructions, using plant and equipment safely, wearing required PPE, reporting hazards and incidents, and raising safety concerns early. Visitors must follow site rules, remain in authorised areas, wear required PPE, and follow directions from Redstone Civil or the principal contractor.

Redstone Civil will manage physical and psychosocial hazards through the same WHS risk process: identify hazards, assess risks, apply controls, consult workers, and review whether controls are working. For **plant hazards**, we will maintain plant, complete pre-start checks, use competent operators, and keep people separated from mobile plant. For **excavation and drainage hazards**, we will check ground conditions, locate services, manage trench and batter risks, and provide safe access and egress. For **traffic hazards**, we will use traffic controls, signage, communication, and clear separation between workers, plant, vehicles, and the public. For **heat, fatigue, and weather hazards**, we will plan work around North Queensland conditions, provide water, shade, and rest breaks, and stop work when conditions become unsafe. For **psychosocial hazards**, including fatigue, isolated work, workload overload, poor communication, and inappropriate behaviour, we will treat these as formal WHS hazards under the **WHS (Psychosocial Risks) Amendment Regulation 2022**, not as informal wellbeing issues.

Redstone Civil will consult with workers on WHS matters that affect them. Consultation will occur through pre-start meetings, toolbox talks, SWMS sign-on, direct discussion, site inspections, and incident reviews. Workers are encouraged to speak up about hazards, unsafe conditions, fatigue, workload pressure, unclear instructions, or changed site conditions without fear of blame. Where Redstone Civil works with principal contractors, councils, traffic controllers, surveyors, suppliers, or other PCBUs, we will consult, cooperate, and coordinate so safety duties are clear.

Serious incidents will be treated as urgent. If there is a death, serious injury or illness, dangerous incident, service strike, plant rollover, trench collapse, traffic incident, fire, flood event, or other major event, Redstone Civil will: make the area safe, call 000 where required, provide first aid if safe to do so, stop work, preserve the incident site where legally required, notify the principal contractor, notify Workplace Health and Safety Queensland where required, record the incident, investigate the cause, and close out corrective actions before work restarts.

Redstone Civil will keep WHS records suitable for the work being performed, including inductions, training and licence records, SWMS, plant checks, incident reports, toolbox talks, emergency plans, and corrective actions. This policy will be reviewed at least annually, after a serious incident, after a major change in work activities, when WHS laws or client requirements change, or when project reviews show that improvements are needed.

Redstone Civil confirms that psychosocial risk management is part of its WHS system. The business will manage psychosocial hazards in line with the **WHS (Psychosocial Risks) Amendment Regulation 2022** and use **ISO 45003:2021** as the guidance standard for managing psychological health and safety risks within an occupational health and safety management system.

Signed:

Mark Redstone

Owner / Director

Redstone Civil Pty Ltd

Date: 10 June 2026

Document Ref	WHS-POL-RC-2026-C2	Workflow	Tool 6 — Chaining Workflows C2 WHS Policy Framework
Prepared	10 June 2026	AI Tool	Claude Sonnet 4.6
Standards	ISO 45001:2018 · ISO 45003:2021	Status	QA reviewed — ready for CQMS Raize upload and director signature

Redstone Civil Pty Ltd is a fictional practice company created for CDD 7 Tools training. All data is illustrative only. This document was produced using the Chaining Workflows tool at consultancydd.com/tools/chaining-workflows/ and reflects the updated C2 prompts incorporating WHS (Psychosocial Risks) Amendment Regulation 2022 and ISO 45003:2021.