

## Section 3.16

### Facilities and Amenities

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#### 1. Purpose

*The purpose of this procedure is to ensure that all Council workplace facilities and amenities are provided and maintained in accordance with relevant standards.*

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#### 2. Scope

This procedure shall apply to all Council workplaces.

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#### 3. References

1. Code of Practice for Workplaces.
2. Building Code of Australia, Section F (Health and Amenities), Table F2-3.

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#### 4. Responsibilities

##### Manager/Supervisor

Managers/Supervisors shall ensure that:

- Appropriate facilities and amenities have been provided for employees; and
- Amenities and facilities are maintained to an appropriate standard.

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#### 5. Method

As far as practicable, the Council will ensure that all facilities and amenities are provided and maintained in accordance with the Code of Practice for Workplaces.

Facilities and amenities shall be inspected for compliance with the Code of Practice for Workplaces in accordance with Section 3.06, *Hazard Identification*.

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#### 6. Related Documents

1. Section 3.06, *Hazard Identification*.

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#### 7. Attachments

Nil.