

1. Objectives

To set out Delta Electricity's policy in respect to use of *distracting devices* so as to ensure that risks associated with distracting devices are recognised and managed in the workplace.

2. Definitions

A "distracting device" is any hand held communication equipment or portable audio device involving ear plugs, such as, a mobile phone, two way radio, portable phone, Personal Digital Assistant (PDA), iPod, radio.

"Plant" includes any machinery, equipment or appliance

"Work activity" is any work on a Delta site, including being involved in or near the operation of *plant* but excludes the driving of vehicles (refer to 3.4).

3. Policy

- 3.1 Delta Electricity has a duty of care to ensure the health and safety of its employees and others at work. The intent of this policy is to set out the obligations of Delta, its employees and contractors, in ensuring that risks associated with *distracting devices* are recognised and managed in the workplace.
- 3.2 Delta Electricity's policy is to identify the hazards associated with *distracting devices*, assess the risks and implement control measures to ensure that these devices do not impair an employee's ability to work safely. Risk assessments shall be conducted in accordance with corporate standards.
- 3.3 In the absence of a specific risk assessment, *distracting devices* shall not be used outside of an office area unless the employee is not involved in any *work activity*, is stationary and in a safe location.
- 3.4 It is illegal under the NSW Road Rules (2008) to:
 - 3.4.1 Drive or ride a vehicle while using a mobile phone or other *distracting device* unless a legal hands free kit is fitted;
 - 3.4.2 Use a hands free device while driving if it is likely to cause loss of control of the vehicle.
- 3.5 Delta requires contractors to have in place, and operate in accordance with, appropriate policies and practices to manage the risk of *distracting devices*, as part of their occupational health and safety management systems.

4. Policies and Standards

This policy is supported by the following Delta Electricity Corporate Standard:

DES SA001-07 OHS Risk Management

Chief Executive