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LONE WORKER POLICY		

PURPOSE

This policy establishes controls to eliminate or minimise risks associated with lone and isolated work, in accordance with **ISO 45001:2018 Clause 8.1.2** and applicable Western Australian Work Health and Safety legislation.

Consolidated Group of Companies is committed to ensuring effective planning, implementation, and monitoring of lone worker controls to protect the health and safety of employees, contractors, and suppliers who may be exposed to increased risk when working alone.

SCOPE & DEFINITIONS

A **lone worker** is any person who, for all or part of their work:

- Works by themselves;
- Is not in direct visual or verbal contact with another person; and
- Cannot reasonably expect regular contact or visits from another worker or member of the public.

ISO 45001 ALIGNMENT (CLAUSE 8.1.2)

In accordance with ISO 45001 Clause 8.1.2, Consolidated Group of Companies applies the following hierarchy of controls for lone and isolated work:

- **Elimination** – Avoid lone work where it is reasonably practicable to do so;
- **Substitution** – Modify work arrangements to reduce isolation (e.g. paired work, adjusted schedules);
- **Engineering Controls** – Use communication and monitoring systems (e.g. Lone Worker system, mobile communication devices);
- **Administrative Controls** – Implement registration, check-in, call-back, escalation, and supervision procedures;
- **Personal Protective Equipment (PPE)** – Ensure appropriate PPE and first aid resources are available.

OBJECTIVES

Consolidated Group of Companies will:

- Identify tasks and activities that involve lone or isolated work through risk assessment processes;
- Require employees and contractors to register as lone workers prior to commencing isolated work;
- Record the worker's name, exact location, nature of work, and estimated duration in the Lone Worker system;
- Establish mandatory communication and monitoring requirements, including:
 - Scheduled check-ins at a nominated time;
 - Check-in at the conclusion of the lone work task;
 - Check-ins at intervals not exceeding **two (2) hours**;
- Implement escalation procedures where contact is not established, including supervisor notification and emergency response where required;
- Verify that lone workers have:

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- A functioning mobile phone or approved communication device with adequate battery life, credit, and coverage;
- A suitable first aid kit available in their vehicle or work area;
- Ensure lone worker arrangements are reviewed and updated when:
 - Work locations change;
 - Tasks or risks change; or
 - An incident, near miss, or failure of controls occurs.

RESPONSIBILITIES

Management

- Ensure lone working hazards are identified, assessed, and controlled in accordance with ISO 45001;
- Provide systems and resources to support lone worker monitoring and emergency response;
- Review lone worker arrangements as part of WHS performance monitoring and management review.

Supervisors

- Ensure lone worker risk controls are implemented prior to work commencing;
- Confirm registration and communication arrangements are in place;
- Initiate escalation and emergency response procedures if contact is not achieved.

Employees and Contractors

- Comply with lone worker controls and communication requirements;
- Maintain scheduled contact and report changes to location or task;
- Immediately report hazards, incidents, near misses, or control failures.

RELATED PROCEDURES

This policy is supported by:

- WHSE Safety Management System (DOC-14)
- Lone Worker Risk Assessment and Monitoring Procedures (as applicable)

COMMITMENT

This policy applies to all Consolidated Group of Companies management, employees, contractors, and suppliers.

Consolidated Group of Companies is committed to eliminating or minimising the risks associated with lone and isolated work through planned, controlled, and continuously improved systems of work in line with ISO 45001 requirements.

Approved



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Theo Tsorvas

Director

Date 13.12.2025