

Secondary Employment Policy

Our Commitment

Quantum Safety is committed to outline the company's position in relation to staff who seek to undertake secondary employment. Quantum Safety acknowledges that there are risks to the organisation where its employees are undertaking secondary employment, which include conflict with Occupational Health and Safety requirements, particularly through fatigue and fatigue management.

Scope

This policy applies to all workers, contractors, visitors, work experience students & trainees.

Compliance with State Legislation and Regulations

Quantum Safety demonstrate its commitment to comply with relevant legal obligations, awards, standards, codes of practice, customer requirements, and any obligations that Quantum Safety has adopted voluntarily.

Our approach

A person is in secondary employment when they engage in paid work for another organisation while employed by Quantum Safety. Secondary employment includes self-employment, involvement in a private business or partnership, provision of paid consultancy services, or working for another company. Secondary employment is permissible, but it must be managed to ensure it does not negatively impact on the employee's primary role, or impact on the health and safety of the employee. Usually, an approval for secondary employment will be accompanied by conditions, and in some circumstances, it may not be granted.

Secondary Employment Policy in practice

- Ensure employees who undertake secondary employment do not exceed fatigue guidelines.
- Employees must disclose if they have other employment at the time of commencing work QS.
- Any form of secondary employment must be declared and approved in accordance with this policy and such approval must be prior to commencement of the secondary employment.
- Employees undertaking secondary employment must;
 - Always ensure that there is no actual (or perceived) conflict or incompatibility between their personal interest and the impartial fulfilment of their professional duties.
 - Be fit for work and able to perform all the duties of their position with Quantum Safety.
 - Ensure that Quantum Safety service is not adversely affected by their secondary employment.
- Employees must not wear the Quantum Safety uniforms in the course of the secondary employment or otherwise state or imply that the secondary employment is connected to or endorsed by QS.
- Private or secondary employment undertaken without declaration or written approval as specified in this policy document is a breach of discipline and may result in disciplinary action.

Anthony Boudib



Managing Director
Quantum Safety Pty Ltd