



## Welcome Policy and Procedures

### 1. Welcome

We would like to welcome you to Triple H FM Policies and Procedures. We hope these will assist in guiding any of your questions about Triple H FM. These policies and procedures were created in consultation with The Community Broadcasting Association of Australia. We will continue to work on these policies and procedures to ensure all stakeholders are kept up to date with Triple H FM.

### 2. Purpose

- 2.1 2 HHH FM Limited ('Triple H FM') aims to provide a safe and healthy environment for all employees, volunteers, members and contractors where reasonably practicable, in which all parties are treated fairly, with dignity and respect. We offer these policies and procedures as a starting point to any questions around procedures.
- 2.2 These policies reach many of the necessary sections of the Community Radio Broadcasting Codes of Practice. This document can be accessed by visiting <https://www.cbaa.org.au/sites/default/files/media/Community%20Radio%20Broadcasting%20Codes%20of%20Practice%20-%20Print%20Friendly%20PDF.pdf>

### 3. Review

- 3.1 These policies and procedures will be reviewed annually during Triple H FM's Board of Directors or when legislative requirements change.

*Updated 16 June 2019*

*Created in consultation with The Community Broadcasting Association Australia*



#### 4. List of Policies and Procedures

<b>Version</b>	<b>Policy Name</b>	<b>Last Updated</b>
1.0	19 June Workplace Bullying Policy	16 June 2019
1.0	19 June WHS Policy Consultation Statement	16 June 2019
1.0	19 June Whistleblower Policy	16 June 2019
1.0	19 June Social Media Policy	16 June 2019
1.0	19 June Reporting on Suicide and Mental Health	16 June 2019
1.0	19 June Environmental Policy	16 June 2019
1.0	19 June C6 Sponsorship Policy	16 June 2019
1.0	19 June C5 Music Policy	16 June 2019
1.0	19 June C2.3d Procedures for Disciplinary Policy	16 June 2019

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