

## Health & Safety Policy

*"Safety is Our Priority"*

'Duty of Care' means that everyone (employees, employers and third parties) involved in a task is responsible for that task. Everyone is obliged to act safely so we don't cause harm to other people, the environment or ourselves.

### Management

We will:

- take reasonable steps to provide and maintain a safe working environment
- maintain plant, equipment and vehicles in good working order
- provide appropriate facilities for the welfare of all workers
- provide information, instruction, training and supervision to ensure all workers are safe from injury and risks to their health and safety
- inform workers of safety issues at work
- conduct regular workplace inspections
- ensure safe work policies and procedures are accessible to all employees

### Employees

We will:

- take reasonable care for their own health and safety and the health and safety of others
- follow reasonable instructions from management to protect their own health and safety
- identify and report any workplace hazards and incidents to management
- not misuse items or facilities provided

### Systems

We will:

- ensure employees, visitors and contractors are provided with training and information to allow them to work safely
- ensure only trained staff operate machinery
- store equipment appropriately after use
- clean and maintain equipment so it is always in good working order
- store materials and chemicals in appropriate designated areas
- erect safety barriers if required
- remove waste products quickly and appropriately

### Visitors & Contractors

We will:

- comply with our safety policy
- not put themselves or any other person at risk

### Continual Improvement

We will:

- continually improve our work health and safety by addressing hazards and reviewing outcomes

**Shane Limbert**

*Director*