

Workplace Health and Safety Policy Outline

1. Purpose

This policy outlines the commitment to providing a safe and healthy working environment for all employees, contractors, and visitors.

2. Scope

This policy applies to all employees, contractors, and visitors at all company locations and during work-related activities.

3. Policy Statement

We are committed to ensuring, as far as reasonably practicable, the health and safety of all persons at the workplace by:

- Complying with all relevant health and safety legislation and standards.
- Identifying and managing risks associated with workplace activities.
- Providing appropriate resources, instruction, and training to support health and safety initiatives.

4. Responsibilities

Management

- Ensure safe systems of work are in place.
- Provide adequate information, supervision, and training.
- Regularly review health and safety performance.

Employees

- Take reasonable care of their own health and safety.
- Follow safe work practices and procedures.
- Report hazards, incidents, and injuries promptly.

5. Risk Management

- Identify potential hazards in the workplace.
- Assess the risks associated with those hazards.
- Implement control measures to minimize risks.
- Review and monitor risk controls for effectiveness.

6. Consultation

We encourage participation and input from all employees in health and safety matters through regular communication

and consultation processes.

7. Training and Supervision

All employees will be provided appropriate training and supervision to enable them to perform their work safely.

8. Incident Reporting and Investigation

All workplace incidents, injuries, and near-misses must be reported and investigated promptly to prevent recurrence.

9. Continuous Improvement

We will regularly review this policy and workplace practices to ensure ongoing improvement in health and safety performance.

10. Review

This policy will be reviewed annually or when there are significant changes in the workplace or legislation.