

Safety Policy

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1. PURPOSE

- 1.1. This policy applies to all employees, contractors and visitors of Ecoplant & Seeddown.
- 1.2. We believe that safety is crucial to everything we do within Ecoplant & Seeddown. Safe practice must be inherent in our systems, our operating procedures, and most importantly in the way we think. This requires a shared commitment and belief that personal behaviour is fundamental to the achievement of positive safety outcomes. To that end, our goal is the integration of safety considerations into all business activities and the systematic reduction of preventable work-related injuries and illness through the management of risk.

2. RESPONSIBILITIES

- 2.1. **Employee.** Responsible to work safely, take all reasonable care for their own health and safety and to consider the health and safety of other people who may be affected by their actions.
- 2.2. **Manager/Supervisor.** Provide and maintain a safe and healthy workplace for all employees, contractors and visitors and will strive to prevent workplace injury and illness in all their endeavours.

3. REQUIREMENTS

- 3.1. Safety related risks associated with our operations are actively and systematically managed.
- 3.2. Hazards, incidents and injuries are reported, managed and investigated in a timely and effective manner.
- 3.3. All employees have received appropriate levels of safety training relevant to their role.
- 3.4. These requirements will be reviewed annually and will be achieved through:
 - 3.4.1. the application of regulatory requirements;

- 3.4.2. the establishment and achievement of goals, targets, measurements and strategies to monitor and improve safety performance;
 - 3.4.3. active leadership and engagement through safety communication and consultation;
 - 3.4.4. the provision of relevant information, training and skilling to all people supporting Ecoplant & Seeddwn operations;
 - 3.4.5. management accountability for establishing and maintaining safe workplaces and practices through policies, procedures, instructions and adequate resources to enable the safe conduct of work;
 - 3.4.6. early identification and management of hazards and risks;
 - 3.4.7. the provision of processes and an environment to enable open, accurate and timely reporting of incidents and injuries;
 - 3.4.8. the provision of processes to enable effective and timely incident response and management; and
 - 3.4.9. the recognition of safety performance and achievements as part of good business practice.
- 3.5. Achieving all the requirements will ensure Ecoplant & Seeddwn develops a strong robust and enduring safety culture.

4. REFERENCES

- 4.1. Relevant State and Territory WHS / OHS legislation
- 4.2. AS/NZS 4801:2001 Occupational Health and Safety Management Systems
- 4.3. Safety Policy Statement
- 4.4. Drug and Alcohol Procedure
- 4.5. First Aid Procedure
- 4.6. Emergency Preparedness and Response Procedure
- 4.7. Hazard Identification and Risk Management Procedure
- 4.8. Hazardous Chemicals Procedure
- 4.9. Hazardous Manual Tasks Procedure
- 4.10. Incident Management Procedure
- 4.11. Managing Fatigue Procedure

- 4.12. Managing the Risk of Falls Procedure
- 4.13. Personal Protective Equipment Procedure
- 4.14. Sharps Disposal Procedure
- 4.15. WHS Communication and Consultation Procedure
- 4.16. WHS Leadership and Governance Procedure
- 4.17. WHS Management System Procedure
- 4.18. WHS Training and Skilling Procedure

5. REVIEW

- 5.1. Annual