

HEALTH & SAFETY POLICY

**POLICY NO: 025
REVIEWED: MAY 2017
NEXT REVIEW: FEB 2019**

AsureQuality is committed to creating a culture where safety is the priority in everything we do. The Health, Safety and Wellbeing of our employees, contractors, customers, our customer's employees and the public we interact with as part of our jobs is a priority for us.

We believe that no injury or illness sustained at work is acceptable and are continually looking for ways to effectively maintain and improve a safe working environment for our people.

We do this in the following ways

- Ensuring we understand our work-related health and safety risks and managing these risks
- Providing and maintaining safe working environments, procedures and operations
- Providing the appropriate personal protective equipment to staff and visitors
- Ensuring all health and safety events/incidents are accurately reported, recorded and followed up
- Consulting and engaging with employees, contractors and the union on health and safety matters
- Supporting the recovery, rehabilitation, safe and early return to work of injured employees
- Encouraging the reporting and talking about behaviours observed in the workplace
- Continuously improving the performance of health and safety at our sites
- Complying with relevant legislation, regulations attached to the new legislation, codes of practice, best practice guidelines, safe operating procedures and customer specific requirements.
- Empowering our employees and contractors to address unsafe or hazardous situations and carry out their work in a manner that does not present a risk to themselves or others
- Providing ongoing training and coaching to enable our people to perform their work activities safely and effectively
- Ensuring safety is considered as part of all procurement decisions
- Regular reporting and reviewing of our Health and Safety performance

Everyone in AsureQuality from the Board and CEO through to our frontline teams play a part in ensuring we are a safe place to work.

Accountabilities

The Board is responsible for:

- Exercising due diligence to ensure that the business is meeting its health and safety obligations under the Health and Safety at Work Act 2015 and all other relevant legislation.

The Chief Executive is responsible for:

- The implementation of the Health and Safety management system and ensuring the commitments made in this policy are being met.

Our Management teams and Health and Safety representatives seek the engagement of our teams to find ways to improve health and safety. All AsureQuality employees are required to:

- Take reasonable care of their own health and safety and take reasonable care that others are not harmed by something they do or don't do
- Wear and maintain all protective equipment supplied
- Report unsafe acts and conditions, all incidents including near misses
- Follow any reasonable health and safety instructions
- Cooperate with any reasonable business policy or procedure relating to workplace health and safety that they are aware of
- Report for work fit, healthy and well rested to ensure work related tasks, including driving, can be done safely



John McKay
Chief Executive Officer
31 May 2017