



WORKPLACE HEALTH & SAFETY POLICY

Sitecraft is committed to providing and maintaining a safe and healthy work environment for employees, customers, contractors and authorised visitors.

Our Occupational Health & Safety Management System (OHSMS), developed to AS/NZS 4801:2001, is designed to ensure we meet, and exceed where possible, all relevant State and Federal OH&S legislation and other related requirements.

Sitecraft, and its management team, will adhere to and apply the following objectives:

- Develop safety awareness throughout the company;
- Minimise hazards in the workplace in order to prevent accidents from occurring;
- Set responsible standards of safety for all persons to follow at all times;
- Comply with the relevant State and Federal legislation and other related requirements (such as regulations and codes of practice);
- Promote a culture of continual improvement in workplace health and safety through open reporting of measurable safety objectives and analysis of safety performance.

Employees, visitors and contractors must:

- Follow all health and safety policies and procedures;
- Report any hazards and suggest ideas on how to improve safety to your Supervisor or the QSE Representative;
- Ensure you know exactly how to perform your task(s) safely before you start work;
- Maintain a safe and clean/tidy work area at all times.

Documentation: Sitecraft has developed a series of documents – Risk Assessments, Job Safety Analysis & Hazardous Chemical Risk Assessments – relating to various work activities carried out. These documents are available on-line or in the warehouse as required.

We will regularly monitor the performance of the OHS Management System by undertaking internal audits, reviewing the progress made towards the implementation of individual OHS objectives and applying any changes in legislation.