

HEALTH and SAFETY POLICY

This policy recognises that the safety and health of all employees is the responsibility of company management. In fulfilling this responsibility, management will provide and maintain, so far as practicable, a working environment that is safe and without risk to health.

Company Responsibilities


- Provide and maintain safe equipment, systems and facilities.
- Provide employees with training, instruction and supervision in safe working procedures and inform them of any hazard to their health and safety, which may be known to be associated with the work they are required to perform.
- Provide and maintain a work place and a working environment which is as clean and safe as reasonably practicable with regard to the process involved.
- Provide adequate medical, health and first aid services with appropriate records.
- Maintain control of hazardous areas, such as chemical, high noise areas etc.
- Investigate accidents or near misses for the purpose of preventing re-occurrences.
- Observe the detailed standards prescribed by the regulations made under legislation.
- Implement effective systems for the management of all aspects of occupational health, safety and welfare, including accident reporting, induction and job training recording and recording of all emergency drills and training sessions.

Employee Responsibilities

Each employee has the responsibility to take reasonable care for his or her own health and safety and that of fellow workers, and to cooperate with the company to ensure that the company is able to comply with its own responsibilities. Specifically employees shall:

- Work safely and keep the workplace safe and clean.
- Carry out operations as per prescribed safety operating instructions.
- Avoid short cuts and unsafe practices.
- Before starting a new job, know how to do it safely, and consult the supervisor as to the proper job and operating procedures.
- Report to the supervisor any possible risks to health or safety that is observed.
- Report to the supervisor any unsafe machinery or unsafe practices being used.
- Use the protective equipment provided by the company.
- Do not interfere with or remove protective guards unless it is done in the course of maintenance or repair work.

This policy will be regularly reviewed in the light of legislation and company changes.



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