



Safety Policy

Commitment

Parkwood Modular Buildings recognises its moral and legal responsibility to provide a safe and healthy work environment for employees, contractors, customers and visitors. This commitment extends to ensuring that the organisation's operations do not place the local community at risk of injury, illness or property damage. Parkwood Modular Buildings commits to continuous improvement in Workers Health and Safety management. The Health and Safety System is to comply with AS4801.

Communication of the Policy

This policy is communicated to all staff through an electronic controlled copy placed on the company network with other relevant management system manuals, and placed on common area noticeboard/s. This policy is made available to the public via the company website.

Objectives

Parkwood Modular Buildings will:

- Provide safe equipment and systems of work
- Provide written procedures and instructions to ensure safe systems of work
- Ensure compliance with legislative requirements and current industry standards
- Provide information, instruction, training and supervision to employees, contractors, visitors and customers to ensure their safety
- Provide support and assistance to employees
- Continually improve its Workers Health and Safety system materials and performance through predetermined targets and objectives
- Continually act to reduce injuries in the workplace

Objectives will be set based upon risk assessments, incidences, corrective action reports, audits and management reviews. The objectives is to continually improve safety performance, with the ultimate aim of a zero-harm workplace with appropriate controls in place to reduce the risk of hazards, so as to actively and continually improve workplace safety.

Responsibilities

Each management representative is accountable for implementing this policy in their area of responsibility. This will be measured via their annual performance reviews.

Management is responsible for:

- The provision and maintenance of the workplace in a safe and secure condition
- Active involvement in the development, promotion and implementation of health and safety policies and procedures
- Training employees in the safe performance of their assigned tasks
- The provision of resources to meet the health and safety commitment

Employees are to:

- Follow all health and safety policies and procedures
- Report all known or observed hazards to their immediate supervisor or manager

Application of the Policy

This policy is applicable to Parkwood Modular Buildings in all its operations and functions including those situations where employees are required to work off site.

Consultation

Parkwood Modular Buildings is committed to consultation and co-operation between management and employees. Parkwood Modular Buildings will consult with employees in any workplace change that will affect the health and safety of any of its employees or the operating functions of any of its sites.

Implementing the Policy

This policy will be carried out through a Workers Health and Safety program, which includes:

1. Active involvement and commitment of managers.
2. Identification and control of hazards.
3. Investigation and reporting of all accidents and dangerous incidents.
4. Participation of and consultation with, workers on safety matters of significance.
5. Provision of first aid and emergency procedures.
6. Provision of information, training and supervision as necessary for safety.

Review

This Policy will be reviewed every 12 months and when required by changes in legislation, or when company operations require it. If altered, workers will be consulted and notified of changes.