



OCCUPATIONAL HEALTH AND SAFETY POLICY (OHS-POL-005)

FOREWORD

Indianic Group Pty Ltd ("Indianic") is committed to the health, safety and wellbeing of our workforce, becoming an industry leader and providing an incident and accident free work environment through effective communication with all stakeholders and ensuring regulatory compliance with the integration of industry best practice standards for all works. Through this approach, Indianic will achieve zero harm and zero negative impact on the environment.

Indianic is committed to ensuring a safe, healthy working environment for all employees, contractors, sub-contractors, visitors and the public by implementing an integrated *Quality, Safety & Environmental System (QSE)* and maintaining compliance with relevant OHS legislation and other legislative and regulatory requirements.

At Indianic, positive occupational health and safety performance and practice is a core principal of our business and operations. It is the responsibility of all employees from management to workers and is essential for the success of our organisation.

Indianic is committed to establishing measurable positive performance objectives and targets so as to ensure continued improvement aimed at ensuring we achieve zero harm and zero negative impact on the environment with all staff going home accident and injury free from all operations.

RESPONSIBILITIES OF INDIANIC MANAGEMENT

- Ensure that we develop and implement safe systems of work to eliminate where possible, or minimise where not possible, to eliminate any potential exposure to workplace hazards to an acceptable level so far as is reasonably practicable;
- Demonstrate effective management of health and safety through effective and timely consultation and communication with all employees, safety representatives and interested stakeholders and promote employee and stakeholder ownership of health and safety matters in the working environment;
- Collaborative risk assessment and risk management at all levels so as to develop and implement effective risk management strategies in the working environment and not to unduly expose employees and other stakeholder to hazards;
- Evaluate and manage changes to processes, equipment, organisational requirements and personnel to ensure that safety and environmental risks remain as low as is reasonably practicable;
- Ensure adequate provision of supervision, information, instruction and training for all employees and stakeholders;
- Ensure that all plant, equipment, vehicles and vessels are serviced, maintained and fit for purpose;

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- Provide Personal Protective Clothing and Equipment to protect employees and sub-contractors from hazards in the working environment;
- Provide a system for the reporting and investigation of employee concerns or incidents and ensure follow-up and remedial actions are implemented to prevent reoccurrence; and
- Assess compliance with safety and health positive performance standards, industry best practice and legislative requirements and communicate this to all employees and other interested stakeholders.

RESPONSIBILITIES OF INDIANIC SUPERVISORS

- Ensure the health and safety and wellbeing of the workers in their charge as well as that of any other relevant stakeholders or the general public who may be affected;
- Ensure that they adequately supervise, instruct and train the workers in their charge and ensure that all relevant work and workplace information is passed onto the workers and any other relevant stakeholders prior to the commencement of work;
- Ensure that Indianic policies, procedures and safe systems of work are followed at all times, and that no workers are placed at risk from hazards in the workplace;
- Ensure that all workplace hazards are identified, risk assessed and controlled prior to the commencement of work and that this information is passed onto all workers and any relevant stakeholders in a timely manner;
- Respond to, investigate and report to Indianic management any accident, incident, injury or near miss that occurs while they are the responsible supervisor in a timely manner and in accordance with Indianic policies and procedures;
- Ensure that all tools, equipment, plants, vehicles, vessels and machinery is safe and fit for work purpose prior to the use of the equipment and that the relevant prestart checks are carried out and documented;
- Report to Indianic in a timely manner as per Indianic policies and procedures any equipment failure or maintenance issues;
- Ensure that they communicate in a timely manner with any worker, safety representatives or safety committees on any identified health and safety or environment issues, and report this back to Indianic management;
- Ensure that they support Indianic management in meeting our regulatory and compliance requirements; and
- Ensure they support Indianic management in meeting our safety positive performance targets and benchmarks.

RESPONSIBILITIES OF INDIANIC EMPLOYEES, CONTRACTORS AND VISITORS

- Support and co-operate with Indianic in achieving our regulatory requirements, safety goals and objectives and promote a positive safety and health work environment;

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- Be fit for work at the commencement of each shift, where in doubt immediately report this to their supervisor;
- Take responsibility for their own safety and actions and ensure the safety and health of others in the working environment through positive safety behaviour;
- Not place themselves or others at risk through unsafe acts or actions or allow an unsafe act or actions to occur;
- Immediately correct an unsafe situation or act which is within their level of authority to do so, or to immediately report it if unable to correct the issue;
- Report in a prompt and timely manner any injury, incident, identified hazards, risks or unsafe situations to Indianic for investigation and action;
- Follow Indianic safe systems of work or *Safe Work Method Statements (SWMS)* and obey all *Job Hazard Analyses (JHA's)* and risk assessments or any permit to work requirements;
- Obey all safety instructions and safety signage;
- Use all tools, equipment and machinery in a safe manner and report any safety issues immediately;
- Use and maintain provided Personal Protective Clothing and Equipment in the correct manner at all times;
- Policy Approval and Review;
- This policy has been approved by the Indianic General Manager;
- Indianic will review and update the *Occupational Health and Safety (OHS) Policy* on an annual basis;
- An appointed Indianic manager will be responsible for ensuring the currency and compliance of the OHS policy; and
- Indianic will liaise with all relevant regulatory bodies and other relevant stakeholders in ensuring compliance with the OHS policy.



Michael Gray
Managing Director

***This policy is reviewed and approved by the General Manager on an annual basis.*

