

# WORKPLACE, HEALTH, SAFETY AND ENVIRONMENT POLICY STATEMENT

## Purpose

The purpose of this policy is to:

- Develop a management system that meets or exceeds the requirements set out in AS/NZS 4801:2001 and ISO 14001:2015
- Establish and maintain a framework for a safe and healthy workplace for all Port Hunter Conveyor (PHC) employees and to minimise our impact on the environment;
- Outline expectations in regard to compliance with Workplace, Health, Safety (WHS) and Environment legislation.

## Commitment

PHC is committed to:

- Protecting the safety and health of our employees and meeting obligations with respect to the protection of others which may be affected by our activities;
- Promotion and maintenance of the WHS system by management;
- PHC will plan and organize its processes, services and projects in a manner that reduces risks in line with the direction and objectives of our customers.
- Protecting and preserving the natural environment in which we operate; and
- Actively conserve energy, water and natural resources and to recycle and reduce waste where possible.

## Objectives

PHC goals are to;

- Prevent work-related injuries or illnesses and safety breaches;
- Prevent damage to equipment and/or property;
- Prevent adverse impacts to the environment.

## Implementation

The implementation of this policy needs commitment from managers, coordinators and supervisors who will develop, implement and review WHS & Environment programs that:

- Comply with WHS & Environment laws and regulations;
- Comply with PHC management plans, policies and procedures;
- Train PHC employees in WHS & Environment fundamentals;
- Meet customer requirements;
- Report on performance and WHS & Environment objectives and targets;
- Consult with, listen to and respond to employees and customers in order to continually improve; and
- Recognise those who contribute and improve WHS & Environment performance.

## Specific Responsibilities

### Management's Responsibility

The promotion and maintenance of WHS & Environment is primarily the responsibility of management.

- Management at all levels is required to contribute to the health and safety of all persons in the workforce, and reduce the impact on the environment.
- Each manager is required to ensure that this policy and the WHS & Environment programs are developed and effectively implemented in their areas of control.
- To adequately train and inform all workers in their area of control;
- Support coordinators & supervisors and hold them accountable for their specific responsibilities.

### Coordinators/Supervisors

Each coordinator and first line supervisor is responsible, and will be held accountable, for taking all practical measures to ensure:

- That in the area of their control the WHS Program is complied with and employees are supervised and trained to meet their requirements under the program.
- That their employees are consulted in issues which affect their health and safety and any concerns they may have are referred to management.

### Employees

All employees are required to co-operate with the WHS Programs to ensure:

- Their own health & safety and the health and safety of others in the workplace;
- Stop work and consult with their supervisor if a task creates a serious safety, health or environment risk; and
- Immediately report WHS and Environment incidents to their supervisor.

Managing Director: \_\_\_\_\_



**Conveyor Maintenance  
Industrial Rubber & Ceramics  
Machining & Fabrication  
Sales & Service**