



HEALTH AND SAFETY POLICY

Our commitment

The Directors and Management of **Bishop Building Ltd** are committed to providing a safe working environment for all workers and other persons that we engage in the workplace. It is recognised that maintaining the highest possible standards of health and safety is a key management responsibility.

We will demonstrate our commitment by:

- Providing a Safety Management System (SMS) that is available to all workers to ensure continual improvement in Health and Safety management.
- Providing safe plant and equipment, PPE, training and supervision necessary for all workers to carry out their duties safely.
- Having processes and systems in place to identify, assess and manage hazards and risks and to monitor effectiveness of corrective actions.
- Encouraging prompt reporting and recording of all incidents.
- Investigating incidents, identifying the root cause and putting corrective actions in place to prevent reoccurrence.
- Providing, where possible, alternative duties to any worker who suffers a work-related lost time injury to aid in their rehabilitation back to work.
- Effectively managing contractors and sub-contractor's health and safety ensuring alignment with our and our client's expectations.
- To annually review our policies and procedures and promote continuous improvement.
- Encouraging ongoing employee engagement and participation in all health and safety matters.
- Meeting our obligations under the Health & Safety at Work Act (2015), applicable Regulations, Approved Codes of Practice, Guidelines and other relevant standards.

Workers commitment:

- Supervisors are responsible for the health and safety of workers under their direction.
- Each worker is expected to take reasonable care for their own safety and safety of those around them by:
 - Not starting work until all hazards and risks have been identified.
 - Complying with all safe work procedures rules and instructions.
 - Using all safety equipment and PPE that is provided in an appropriate manner.
 - Keeping "fit for work".
 - Participating in health and safety Take reasonable care they, through either their own action or inaction, that they do not affect the health and safety of other people
 - Comply with any reasonable instruction that is given by the PCBU
 - Report all incidents and unsafe acts or conditions to their Manager or Supervisor immediately.
 - Cooperate with any reasonable policy or procedure of the PCBU

Signed:

Dated: **2nd December 2019**

A handwritten signature in blue ink, appearing to read 'Barry Bishop', is written over a light blue circular stamp.

Barry Bishop (Director)