

# *Our OHS Policy*

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The Directors, Management and Employees of Jeff Hort Engineering Pty Ltd shall accept prime responsibility for the implementation and on-going maintenance of an Occupational Health & Safety Management System in compliance with the relevant acts, regulations and codes of practice.

Our OHS Management System is based on the requirements as defined in the Australian and International Standards: AS/NZS 4801:2001. In this regard, it is the responsibility of Management and Company employees to ensure that the OHS Management System, Policies, Procedures and Work Instructions as well as the associated work practices are understood, implemented and maintained as they apply in the performance of their duties.

As our Company is driven by our Vision Statement, our OHS Management System is underpinned by our OHS Policy and associated documentation. These documents shall strengthen our allegiance to ensure our OHS objectives and targets are met and exceeded in order to achieve the elimination of work related injuries, illness and disease.

The prime OHS objective of Jeff Hort Engineering is to achieve a workplace free from risk of injury, illness, disease, damage to property and/or the environment.

In addition, Jeff Hort Engineering shall:

- ~ Promote effective consultation and communication with our employees, contractors, subcontractors, suppliers and regulatory authorities.
- ~ Ensure that all employees and all persons that visit a Jeff Hort Engineering site are aware that health and safety is considered a priority in all stages of company's business, along with the importance of complying with legal requirements.
- ~ Provide a duty of care that protects persons from harm, injury, illness or abuse;
- ~ Developing and administering OHS risk management systems;
- ~ Audit OHS procedures and practices;
- ~ Provide employees with OHS professional development and training;
- ~ Developing policies as OHS legislation changes; and
- ~ Develop a program for employees returning to the workplace. This includes rehabilitation programs due to a workplace injury, extended personal leave (stress, sick or bereavement) or parental leave.

We shall achieve this by; developing and maintaining a culture of safety throughout all divisions of the organization, making health and safety an integral part of business decision making in all aspects of our business activity, eliminating and controlling risk and providing appropriate information, training, supervision and safe equipment.

To ensure our OHS policy remains appropriate and relevant to the nature, scale and potential OHS risks related to our engineering activities, an annual review shall be conducted by senior management in conjunction with the OHS consultative committee or as deemed necessary where changes to the relevant acts, codes of practice and/or statutory/regulatory requirements demand.

A continuous improvement program shall be documented, implemented and maintained throughout our organization ensuring the OHSMS is amended as the organization's goals and direction are defined and redefined.

For our OHSMS to remain effective in maintaining a safe and healthy work environment it shall be openly and actively communicated to all employees and be made readily available to other interested parties external to our organization.