

WORK HEALTH AND SAFETY (WHS) POLICY

1. INTRODUCTION

The core business of First Choice Asbestos Removal Pty Ltd is asbestos removal and demolition in the residential, commercial and industrial sectors.

The Officer of First Choice Asbestos Removal Pty Ltd will protect the health, safety and welfare of workers and others when in the workplace. In order to implement this policy, a program of activities and procedures will be set up, carried out and modified and / or updated when and where appropriate.

2. COMMITMENT

First Choice Asbestos Removal Pty Ltd is committed to providing a workplace that enables all work related activities to be carried out safely. First Choice Asbestos Removal Pty Ltd will take all reasonable and practical steps to eliminate or minimize risks to health, safety and welfare of workers, contractors, visitors and any person who may be affected by our operations.

First Choice Asbestos Removal Pty Ltd is committed to ensure compliance with the Work Health & Safety Act 2011 & Work Health & Safety Regulation 2011. First Choice Asbestos Removal Pty Ltd will also comply with all other relevant Codes of Practice and Australian Standards.

First Choice Asbestos Removal Pty Ltd is committed to measurable objectives and targets to ensure continued improvement aimed at elimination of workplace injury or illness.

3. SCOPE

This policy applies across the organization of First Choice Asbestos Removal Pty Ltd and across all workplaces under this organizations control, including subcontractors and visitors to the workplace. This policy shall be reviewed periodically to ensure it remains relevant and appropriate to the organisation. This Policy is communicated to workers via the induction checklist, displayed in the office and held within the site pack and shall be available to interested parties on request.

4. RESPONSIBILITIES

Officers and Supervisors must:

- Implement, maintain and communicate this policy to all workers, contractors and visitors
- Develop and implement procedures;
- Investigate reported hazards and injuries and make appropriate corrective action;
- Make sure equipment is safe and properly maintained
- Identify hazards, assess risks and eliminate or control risks;
- Provide and implement emergency procedures;
- Provide first aid kits, facilities and trained first aid personnel;
- Make sure work areas are kept safe and free from hazards;

- Provide the necessary information, instruction, training and supervision to all workers;
- Keep up to date with changes in WHS legislation and standards, update procedures accordingly and provide all workers with updates;
- Make sure workers compensation insurance is up to date and procedures for prompt rehabilitation is provided to workers;
- Have a return to work program;
- Make sure contractors comply with the current statutory safety standards;
- Provide the training and facilities for the safe handling, storage and transport of plant, equipment and hazardous substances;
- Provide safety equipment and personal protective equipment (PPE) to comply with Australian Standards and make sure it is worn;
- Consult with workers about WHS matters so workers can contribute to decisions effecting their health, safety and welfare;
- Keep up-to-date records of all injuries and make sure correct procedures are followed and appropriate forms filled out;
- Review WHS management system and procedures regularly and make appropriate changes.

Workers must:

- Work in a safe manner to protect their own health and the health and safety of other persons in the workplace;
- Participate in WHS consultation, procedures, training and wear appropriate personal protective equipment and clothing provided;
- Cooperate with the Director in their efforts to comply with work health and safety requirements by following the safety procedures, using equipment properly, keeping work areas clean and tidy and evacuating when told;
- Report all hazards, incidents, accidents, near misses, injuries and illness to their supervisor in a timely manner; and
- Participate in rehabilitation and return to work on suitable duties.

Subcontractors must:

- Take work in a safe manner to protect their own health and safety and the health and safety of others in the workplace;
- As part of their contract, comply with work health and safety policies, procedures and programs; and
- Observe directions on health and safety from officers, supervisors or Health and Safety Representatives (HSR) appointed by **First Choice Asbestos Removal Pty Ltd.**

Failure to comply or observe with a direction regarding Work Health and Safety may be considered a breach of the terms of employment or contract and sufficient grounds for termination of employment or the contract.