

At **ALTONA PLUMBING AND CIVIL**, we are committed to the continual improvement of our OHSE management systems to ensure currency and relevance. Our goal is to provide and maintain an injury free and healthy workplace, through compliance with all relevant OHSE legislation.

In accordance with the Occupational Safety and Health Act 1984, **ALTONA PLUMBING AND CIVIL** as an employer, have a responsibility to provide and maintain, as far as practicable, that employees are not exposed to hazards in the workplace.

In pursuit of our goal, to provide a safe and healthy workplace, **ALTONA PLUMBING AND CIVIL** provide the following to our employees:

- * **Information**
 - Staff Induction Booklet;
 - Altona OHSE Policies And Procedures;
 - Altona Quality Management Systems;
- * **Instruction**
 - Inductions;
 - Pre-Start Meetings:
 - JSA/ SWMS;
 - Risk Assessments For Plant & Equipment;
- * **Training**
 - Regular In House Training,
 - CPD/ Industry Training/ Apprenticeships,
 - Toolbox Talks;
- * **Resources**
 - Systems For Identifying, Reporting, Correcting And Managing Hazards (TAKE 5, JSA/ SWMS);
 - Time To Undertake A Task Safely;
 - Labour/ Resource Suitable For The Task At Hand;
 - Plant, Machinery And Equipment Suitable For A Task;
 - Personal Protective Equipment (PPE);
- * **Supervision/ Leadership**
 - Site Supervision;
 - Plan, Develop, Implement And Monitor Health And Safety Systems Including Policies And Procedures;
 - Encourage And Provide Clear Communication;
 - Implement Employee Consultation;
 - Provide And Maintain Compliance With All Relevant Worksafe Legislation.

In addition to **ALTONA PLUMBING AND CIVIL'S** responsibilities, employees also have a responsibility, in accordance with the Occupational Health and Safety Act 1984, to take reasonable care to ensure their own safety and health at work and must avoid adversely affecting the safety or health of any other person through act or omission at work.

The success of a health and safety program ultimately rests on the willingness of everyone to cooperate and work collectively with a "team spirit".

At **ALTONA PLUMBING AND CIVIL** we regularly consult with employees with regards to OHSE matters. We promote open communication particularly with regard to reporting of any accident, incident, near-miss or dangerous occurrence.

We will continue to conduct regular reviews of this Policy to maintain currency and relevance to applicable legislation, regulations and other statutory requirements.

Acceptance Of Both The Employer's And Individuals Responsibilities Is Essential To The Success Of The Policy And The Provision Of A Safe And Healthy Working Environment.

Signed By:



Trevor J Byrne
Director