

WORK HEALTH AND SAFETY POLICY

Policy Aim:

Stef's Transport Pty Ltd ('the Company') is committed to ensuring a safe and healthy work environment for all people in its offices, workshop and other worksites. The Company believes that work-related injuries and property losses are preventable, and that safety is a good business. The Company considers there is no more important factor in the undertaking of anyone's employment than prevention of physical or psychological injury or ill health to any employees in its own workplaces or other workplaces visited.

Policy Procedure:

The Company's objectives in the fulfilment of this policy are:

- To be a road transport industry leader in workplace health and safety.
- To treat risk management as a part of the primary business objectives.
- To provide facilities designed to minimise risk and to develop safe working practices, to ensure that risks to personnel are minimised.
- To minimise any adverse impact of its activities on all employees and the public.
- To have safety systems in place before any operation is carried out, and if safety is compromised, operations suspended.
- To audit and continually improve occupational health and safety standards and procedures.
- To employ competent and adequately trained personnel.
- To have all personnel recognise their legal responsibilities to identify and eliminate hazards, and to prevent injury to themselves and others.
- To promote a proactive approach to health and safety and encourage personnel to participate in development of the organisation's occupational health and safety programs.
- To provide adequate levels of health care and rehabilitation for all personnel.
- To share occupational health and safety experience with all personnel and relevant external organisation's and suppliers.
- To extend occupational health and safety of drivers in transit by monitoring driving hours and by training drivers to recognise and manage fatigue issues.
- To ensure that contractors and third parties clearly understand and adhere to the Company's work health and safety policy standards and, where necessary, assist in achieving them.

Policy Responsibilities:

It is the responsibility of the Company, management, employees, contractors and visitors to comply with this policy, other Company workplace safety relevant policies and procedures, and standard operating procedures. All persons within or attending the workplace have an obligation to comply with the *Work, Health and Safety Act 2012* and the equivalent state and territory legislation, given the worksite location.

The Company is responsible for updating this policy as necessary, in consultation with its employees.

Employees, contractors and visitors are responsible for identifying and reporting any breaches or issues to minimise further risk.

Issue Date	Review Date	This document in printed form is an UNCONTROLLED document.	Version
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All parties must be aware that a failure to comply with this policy and another workplace/delivery site policy may also breach of the *Work, Health and Safety Act 2012* or similar legislation.

Failure to comply with this policy may be dealt with in the following ways;

- Employee: Disciplinary action with the potential for dismissal.
- Contractors: Staff no longer allowed on site, cancellation of contract and/or removal from workplace.
- Visitor: Removal from the workplace and a site ban.

Name: _____

Company: _____

Position: _____

Sign: _____

Date: _____

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Policy Review:

- Date: *Insert the date of the review*
- Change: *Insert the area that has changed and how it was changed.*
- Version: *Update Version or Issue number if change made.*
- Amend: *Insert name of person who undertook the review.*
- Approve: *Insert name of person who approved changes.*

Date	Change	V&I	Amend	Approve
Nov. 2020	Remove from BCM, update format. Update information with regard to onsite WHS compliance by all parties.	V 2 Iss. 1	R Parry	K Pulmer