



## HEALTH AND SAFETY POLICY

### **Policy Statement**

*Healthy Buildings International, our Occupational Health, Safety and Rehabilitation policy is based on a belief that the well-being of people employed at work, or people affected by our work, are major priorities and must be considered during all work performed on our behalf. People are our most important asset and their health and safety is our greatest responsibility.*

*The objective of our health and safety policy is to achieve an incident free “No Harm” workplace. To achieve this we will:*

- *make a commitment to health, safety and rehabilitation an integral part of every managerial and supervisory position*
- *establish measurable objectives and targets to ensure continued improvement aimed at elimination of work related injury and illness*
- *ensure health and safety is considered in all planning and work activities*
- *involve our employees in the decision making process through regular communication, consultation and training*
- *provide a continuous program of education and learning to ensure that our employees work in the safest possible manner*
- *identify and control all potential hazards in the workplace through hazard identification and risk analysis*
- *implement controls and work processes that minimise the potential for incidents or dangerous occurrences*
- *provide effective injury management and rehabilitation for all employees*

*The success of our health, safety and rehabilitation management is dependant on:*

- *the pro-active planning of all work activities with due consideration given to implementing controls that are suitable to each given situation*
- *the competency of the HBI personnel to understand the total work process and associated health and safety risks, and to manage changes to eliminate these risks*
- *open and honest communication between management and all employees*
- *a total commitment of the entire HBI team wanting to achieve the health and safety objectives*

*Jo Robertson, Managing Director*

A handwritten signature in black ink, appearing to be 'Jo Robertson', written over a horizontal line.

*13/11/13*

