

COMMITMENT

Glasscorp Ltd is committed to:

- Providing a workplace that is free from risks to health and safety by implementing the highest possible standards to protect workers' health, safety, mental and social wellbeing.
- Engaging and consulting with all workers and others affected by our business or undertakings to ensure hazards are identified and the risks associated with them removed or reduced to the greatest degree.
- Creating a workplace environment where workers and others affected by our business or undertakings are encouraged and supported to raise health and safety issues and help reduce and manage them.

RESPONSIBILITIES

Management Team

The Management Team will ensure, as far as is reasonably practicable, the health and safety of all workers engaged, or caused to be engaged by us; all workers whose activities in carrying out work are influenced or directed by us and other people, by ensuring they are not put at risk from work carried out as part of our business undertakings.

Management will also:

- provide and maintain a work environment free from risks to health and safety
- provide and maintain safe plant (equipment), structures and safe systems of work
- ensure the safe use, handling, and storage of plant (equipment), structures and substances
- provide adequate facilities for the welfare of workers in conducting work
- provide any information, training, instruction, or supervision that is necessary to protect all people from risks to their health and safety arising from work activities
- ensure that the health of workers and the conditions at the workplace are monitored to prevent illness or injury
- consult with workers on all matters relating to health and safety

Date of First Issue:	November 2019	Approved By:	General Manager
Date of Last Review:	January 2023	Document Owner:	Health and Safety
Document Code:	Policy – Workplace Health and Safety v2	Page No:	Page 1 of 3

Workers

While at work, our workers will:

- take reasonable care for their own health and safety
- take reasonable care that what they do, or what they do not do, does not adversely affect the health and safety of other people
- comply (as far as they are reasonably able to) with any reasonable instruction given by management
- co-operate with any reasonable policy or procedure for work health or safety that has been communicated to them
- not misuse or interfere with anything provided for work health and safety
- report all incidents and near misses immediately, no matter how trivial
- engage in consultation with management to identify, assess and control hazards and the effectiveness of such controls
- report all known or observed hazards to their supervisor or manager.

Contractors

All contractors and sub-contractors engaged by the company are responsible for:

- Complying with all contract conditions with respect to health and safety, including all statutory Health and Safety Acts, Regulations, codes of practices and guidelines
- Ensuring that their Health and Safety Plan has been approved by the company prior to starting work
- Providing adequate training and documented evidence to demonstrate that all employees can perform the tasks expected of them proficiently and safely
- Providing competent supervision to employees under their jurisdiction always

APPLICATION OF THIS POLICY

This policy applies to all business operations and functions, including those situations where workers are required to work off-site. We seek the co-operation of all workers, contractors, visitors, and others who may be affected by our business or undertakings. Furthermore, we encourage and support suggestions to create a safe working environment.

Date of First Issue:	November 2019	Approved By:	General Manager
Date of Last Review:	January 2023	Document Owner:	Health and Safety
Document Code:	Policy – Workplace Health and Safety v2	Page No:	Page 2 of 3

REVIEWING THIS POLICY

The Management Team will review this policy two-yearly in consultation with workers:

- to assess the effectiveness of the policy
- by reviewing our overall health and safety performance
- by monitoring the effectiveness of policies and procedures.

COMMUNICATING THIS POLICY

This policy (and related procedures) shall be displayed in our workplace/s. All workers, contractors and others affected by our business or undertakings will be provided with a copy through their manager/supervisor.

RELEVANT LEGISLATION


Health and Safety at Work Act 2015

Health and Safety at Work (General Risk and Workplace Management) Regulations 2016

Health and Safety at Work (Worker Engagement, Participation and Representation) Regulations 2016

Employment Relations Act 2000

Privacy Act 2020

Signature: 

Name: Richard Stokes

Title: Managing Director

Date: 16 January 2023

Date of First Issue:	November 2019	Approved By:	General Manager
Date of Last Review:	January 2023	Document Owner:	Health and Safety
Document Code:	Policy – Workplace Health and Safety v2	Page No:	Page 3 of 3