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HIDRIVE GROUP P/L
ABN: 97 153 134 788



**ISO 9001 QUALITY
Certified System**

Hidrive Group Safety Policy

Obligations

Hidrive Group recognises its moral and legal responsibility to provide a safe and healthy work environment for employees, contractors, customers and visitors. This commitment extends to ensuring that the organisation's operations do not place the local community at risk of injury, illness or property damage.

Objectives

Hidrive Group will:

- Provide safe plant and systems of work
- Provide procedures and instructions to ensure safe systems of work
- Ensure compliance with legislative requirements and current industry standards, in accordance with Australian Standard AS/NZS ISO 45001:2018
- Provide information, instruction, training and supervision to employees, contractors and customers to ensure their safety
- Provide compassion, support and assistance to employees in the event of injury management or rehabilitation
- Provide a diverse, safe work environment that is free from discrimination, victimisation, bullying or harassment
- Commit to consultation and participation, and to strive for continuous improvement in relation to workplace health and safety

Responsibilities

Each management representative is accountable for implementing this policy in their area of responsibility.

Management is responsible for:

- Undertaking hazard identification, risk assessment and to implement risk control measures
- Reacting to notification of hazards by either fixing them immediately or, if this is not possible, by passing information onto Senior Management for the provision of capital as may be required to remove safety hazards
- Providing information immediately to Senior Management of each accident claim or near miss for risk management review
- The provision and maintenance of the workplace in a safe condition
- Involvement in the development, promotion and implementation of health and safety policies and procedures
- Training employees in the safe performance of their assigned tasks
- The provision of resources to meet the health and safety commitment

Employees are to:

- As required by law, take reasonable care to ensure your own health and safety and ensure that you do not adversely affect the health or safety of your fellow workers, or any other person in the workplace, through any act or omission
- Follow all health and safety policies and procedures
- Report all known or observed hazards to their immediate supervisor or manager
- Use the provided HSEQ software to report all workplace accidents, near misses, hazards and injuries
- Provide information immediately to your supervisor of each accident or near miss for risk management review
- Wear, use and maintain issued PPE, as instructed
- Report all hazards, and correct any that you are able to
- Always co-operate with Management on matters of health and safety

Application of the Policy

This policy is applicable to all operations. It is endorsed at the most senior level and displayed at all work locations.

Stan Eagle
CEO:

Date: 20/10/2023

Policy update

This policy will be reviewed annually to ensure it meets the needs of Hidrive and will be made available to all persons employed by the company, and to other interested parties on request.