

HEALTH & SAFETY POLICY

Otago Painting Solutions Ltd undertakes to comply with all relevant Health & Safety legislation, Codes of Practice, related Standards and identified Safe Work Practices. All Health and Safety Management systems will be focused on continuous improvement of Health and Safety performance.

Management at all levels are committed to the effective management of Health & Safety and will:

- Be trained in Health & Safety requirements to ensure they are all competent
- Have Health & Safety responsibilities assigned to them as part of their job descriptions
- Engage in annual performance reviews of Health & Safety responsibilities
- Be accountable for developing a performance criteria for work areas in which they are responsible

Shane McFelin will act as the Health & Safety Co-ordinator. It is his responsibility to facilitate the Health and Safety Management System. This role extends to include acting as a convenor of meetings, as well as facilitating audits and incident investigation teams.

It is important to Otago Painting Solutions that we ensure a high level of involvement and consultation with our entire workforce in all matters relating to health and safety. Two members of our workforce are elected by our workers to be involved with health and safety. These two workers act as the worker representatives (HSR). The worker representatives will be involved in all matters regarding health and safety management.

Otago Painting Solutions also recognises all workers have responsibilities in relation to Health & Safety. All workers are expected to work in a safe manner. As a minimum standard, workers will be required to;

- Always wear the correct Personal Protective Equipment when required
- Always use safe work methods to protect themselves, other workers and the public
- Assess every job undertaken for hazards and take appropriate steps to control those hazards and risks
- Advise Management if they are aware of any situation or plant that is putting staff at risk.
- Report all accidents, injuries and near misses
- Comply with the requirements outlined in the handbook
- Be aware that coming to work under the influence of drugs or alcohol is not acceptable

Management supports the safe and early return to work of any injured employees.

All Health & Safety information will be accurately reported and recorded. An assessment of this will be included in all management performance reviews. This policy will be reviewed and updated annually.



Shane McFelin
Managing Director
20th June 2019