

WORKPLACE HEALTH AND SAFETY POLICY

Lancaster & Associates maintains a management system based on the requirements of ISO 45001, WHS Act and Regulations as our commitment to comply with relevant WHS legislation and other requirements.

Lancaster & Associates are committed to:

- Providing a safe and healthy working condition for the prevention of work-related injury and ill health and is appropriate to the purpose, size and context of our organisation and to the specific nature of our WH&S risks and WH&S opportunities;
- Fulfilling legal requirements and other requirements.
- Eliminating hazards and reducing WH&S risks.
- Comply with requirements and to continually improve the effectiveness of our management system.
- Encouraging employees and where they exist workers' representatives to participate in consultation on matters relating to their workplace using the Toolbox/Team Meetings and other suitable means.
- Ensuring all employees are suitably trained to satisfy legislative requirements and our objectives, higher job awareness, and hazard awareness.
- Providing all employees with personal protection equipment to comply with our policies i.e. safety boots, safety glasses etc.

Our goals and objectives are defined within the Objective Plan and reviewed during the Management Review process to ensure suitability to purpose and context of our organisation.

We have integrated our safety, environmental and quality requirements into our management system to provide the management with the tools and methods to achieve our objectives.

This policy is included within our Induction Process to ensure it is communicated and understood throughout the organisation and available to interested parties. Company policies are reviewed during our Management Review process to ensure continuing suitability.

Responsibilities

- **Management** is responsible for ensuring safe and healthy workplace. (WHS Act, section 27)
- **Supervisors/Officers** are responsible for the conditions under their control and providing leadership to implement, monitor and review the WHS programs in their section. (WHS Act, section 27)
- **Workers** are responsible for ensuring their own health and safety of others by adhering to documented procedures, supporting and promoting WHS in their workplace. (WHS Act, section 28)
- Where required the **Workplace, Health and Safety Committee** is responsible for implementing initiatives within the legislative guidelines to assist and support the development, promotion and communication of WHS & R improvement programs. (WHS Act, section 75 to 79)
- **Customers** are responsible for ensuring that the work areas in their direct control are maintained to a safe level and enable our employees to perform their tasks according to our documented procedures. (WHS Act, section 27 & 28)
- **Other persons at the workplace** are responsible for ensuring their own health and safety and to understand our safety policy and WHS requirements and comply with our management system requirements. (WHS Act, section 29)



Lisa-Maree Louis

Managing Director

Lancaster & Associates Pty. Limited

Thursday, 8 June 2023