



## Work Health and Safety Plan

### **Health & Safety Policy**

#### **We will provide a work environment and conduct our activities in a manner which:**

- Protects the health, safety and welfare of all people, including staff, contractors and the public, affected by our workplace activities;
- Actively encourages minimising risk in working practices;
- Protects the community and the environment;
- Maintains an effective and efficient quality system, which encompasses all of our professional services, to meet the needs of our clients, contractual requirements, technical requirements, and commercial and statutory standards; and
- Strives for continuous improvement in our health, safety, quality and environmental performance towards the achievement of best practice standards.

#### **To support this policy we will:**

- Comply with or exceed the spirit and intent of relevant legislation and statutory requirements, compliance and advisory standards, codes of practice, guidance notes and industry standards;
- Maintain effective hazard, incident and non-conformance reporting and analysis;
- Involve staff in workplace health, safety, environmental and quality matters and consult with them in ways to reduce workplace risks and to improve control systems;
- Using a risk management approach to consultation with staff and contractors, determine the risks associated with identified workplace hazards to staff, contractors, clients or the public, and implement appropriate controls over those risks which are judged to be unacceptable;
- Promote health, safety, environmental and quality awareness in the development and implementation of standard work practices;
- Provide information, education, training and instruction to enable all staff to perform their duties to the extent that health, safety, quality and environmental standards are not compromised, and to assist the achievement of best practice standards in all facets of our operations;
- Encourage the rehabilitation of injured staff through established post-injury management procedures;



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- Encourage the rehabilitation of injured staff through established post-injury management procedures;
- Set health, safety, environmental and quality objectives and regularly review performance as part of a continuous improvement action plan; and
- Assure our policy objectives through the maintenance of a regularly reviewed quality assurance system.

**To achieve these goals, the commitment and co-operation of all staff, contractors and visitors is essential. We require all staff, contractors and visitors to:**

- Comply with all relevant legislation and statutory requirements, compliance and advisory standards, codes of practice, guidance notes and industry standards and, where applicable, provide adequate resources to meet these requirements;
- Report all injuries and incidents;
- Where appropriate, rectify hazards and faults;
- Participate in the investigation and analysis of any incident or non-conformance; and
- Protect all persons, the community and the environment that may be affected by their activities.
- Comply with all site rules and directions given to them by Dapco, or an agent of Dapco in accordance with this policy.

## **Environmental Policy**

Dapco will comply with environmental regulations and statutes on all sites.

Dapco will endeavour to minimise any negative effect that Dapco's works may have on the environment by taking proactive measures e.g. car pooling, the use of more environmentally friendly fuels where possible, efficient use of materials on site and reduction of waste materials and the re-use of paper in printers and faxes. Where the principle contractor provides an alternate bin for recyclable material, Dapco will separate recycle and non-recyclable waste.

Dapco will actively encourage workers to adopt similar principles.