



CDM
MINING

OPPORTUNITY
Changing Lives



SAFETY & HEALTH MANAGEMENT PLAN

PURPOSE

CDM Mining Pty Ltd is committed to the effective management of health and safety at all of our employees.

The purpose of this procedure is to provide an overview of processes in place to provide and maintain a working environment that is safe that mitigates risk to health, manages risks arising from all work and activities undertaken by CDM mining, and to ensure that all CDM mining employees have a role in implementing and maintaining the CDM mining Safety and Health Management System (SHMS) and each Client's respective SHMS.

SCOPE

This procedure applies to all CDM Mining employees and subcontractors.

Whilst operating on a client-controlled site all CDM Mining personnel shall comply and conform with the relevant client's site Safety and Health Management System.

OBJECTIVES

The objective of this procedure is to ensure:

- Conformity to the CDM Mining Safety and Health Policy
- Health and safety risks and opportunity are identified, assessed, controlled and monitored through consistent management processes;
- Ensure all employees are compliant with all relevant legislation
- Transparent communication and consultation;
- Creating an environment where employees are encouraged and empowered to discuss and report safety issues to site supervision immediately.
- Recognising employees who show safety initiative and leadership.
- Ensure regularly consultation with clients and employees to share knowledge and learnings from industry and legislative safety
- Conformity with AS/NZS 4801:2001 Occupational Health and Safety Management System.

RESPONSIBILITIES

Currently both CDM Mining Directors are responsible for the implementation and maintenance of the Health and Safety Management Procedure and for reporting on the Health and Safety performance.

Actions and findings are communicated to employees through Safety Alerts, Notice Boards and other direct forms of communication email etc.



**CDM
MINING**

OPPORTUNITY
Changing Lives



HAZARD / RISK ASSESSMENT AND CONTROLS

The Directors of CDM mining are responsible for ensuring an *annual review of risk assessment* of the activities of CDM mining. This would ensure that any new or unidentified risks or hazards that could pose a risk to employees, subcontractor's or the Public can be assessed and appropriate controls implemented to ensure that CDM mining provides a safe and hazard free place of work.

A cross section of CDM mining Employees will form part of the annual risk assessment review.

Note- All site activities conducted will form part of each specific sites SHMS.

Site Specific Hazards

Site specific hazards must be identified, assessed, controlled and evaluated by each Sites relevant SHMS these should be recorded in the site's **Risk Register/s**.

Ensure regularly consultation with clients and employees to share knowledge and learnings from industry and legislative safety alerts

Employee's identification and reporting of hazards in accordance with site procedures.

WORKPLACE HEALTH AND SAFETY PERFORMANCE REPORTING

The management team will review quality, safety performance in the Monthly Safety Report and during Management Review meetings, covering:

- Safety Statistics
- Industry & DNRM safety alerts
- Injuries
- KPI's
- Audit Results

Personal Protective Equipment (PPE)

All CDM mining employees shall be required to wear appropriate PPE which includes the following:

- Hard hat
- Safety boots
- Safety glasses
- Long pants and hi visibility shirt / vest

If the work is on a client site, the specific site requirements shall apply as per each site's specific SHMS.



Fitness for Work

CDM Mining has a written Fitness for Work Policy.

It is the responsibility of each individual employee to present to work fit for duty.

Elements to be considered in determining an individual's fitness for work included impairment from:

- Alcohol or illicit drugs
- Impairment from prescription medication
- Physical and medical capability
- Fatigue
- Stress or emotional disturbance
- Age or experience

CDM mining has adopted a policy where prospective employees are required to hold a current coal board medical. As a general rule, employees are required to have a five (5) yearly coal board medical assessment carried out (or as required), with any yearly reviews for particular medical conditions to be managed accordingly by the individual.

Workplace Bullying

CDM Mining has a written Diversity Policy and Workplace Discrimination and Harassment Policy which promotes everyone's right to be treated with fairness, dignity and respect and further prohibits discrimination, harassment and bullying.

This complies with workplace health and safety legislation and the following Federal laws:

- Age Discrimination Act 2004
- Disability Discrimination Act 1992
- Fair Work Act 2009
- Workplace Gender Equality Act 2012
- Racial Discrimination Act 1975
- Sex Discrimination Act 1984

COMMUNICATION AND CONSULTATION

Consultation

Employees are consulted on all matters relating to quality, and safety in the workplace, in particular (but not limited to):

- When policies are created or reviewed
- Regarding risk & hazard identification, risk assessment and control
- When there are any changes that affect workplace health and safety

Involvement with the workforce in health, safety and environmental matters is key to



OPPORTUNITY
Changing Lives



achieving an injury free workplace and managing environmental impacts. Consultation enables the company to share health, safety, and environment and to take employees' viewpoints, experience and skills into account, before making decisions.

Documents pertaining to health, safety and environment shall have the appropriate involvement and consultation of workforce representatives within the business. This shall ensure that all relevant information is captured and legal requirements are specified and accurate for all applicable states and jurisdictions.

Health, Safety and Environment shall be on the agenda for meetings to enable all employees to have the opportunity to discuss any safety and environmental issues, implementation or proposed alteration to current systems or processes.

Safety Alerts shall be generated for incidents and communicated within the business (via pre-start meetings, email, etc.)

Statutory Obligations

Legislation details specific reporting requirements in these circumstances: Whilst operating on a client site CDM Mining shall be required to operate in accord with the client site requirements SHMS and also in meeting all relevant legislated obligations.