



Occupational Health & Safety Policy

East Coast Designer Builders Pty Ltd

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OHS Policy Statement

It is the responsibility of East Coast Designer Builders Pty Ltd to provide a safe and healthy place to work for all employees, contractors and members of the public.

East Coast Designer Builders is committed to improving every aspect of health and safety by endeavoring to reduce or eliminate any risks and hazards in the workplace and providing sufficient resources to comply with the Act, relevant Codes of Practice and all other legislative obligations.

To achieve a low risk working environment, commitment and co-operation of employees, visitors and contractors are essential. The Director and Supervisor are responsible for the implementation of this policy.

In order to achieve the general provisions of this policy, East Coast Designer Builders will endorse:

- _ OHS Induction and awareness
- _ Site Safety rules and disciplinary procedures
- _ Changes to work methods
- _ Provision of OHS equipment
- _ Workplace inspections
- _ Reporting and recording incidents, injuries and illnesses
- _ Providing OHS information to employees, contractors, and sub-contractors

Specific Responsibilities

The **Director** is required to ensure that this policy and the OHS program are effectively implemented into work activities and to support the Site Supervisor and hold them accountable for their specific responsibilities.

The **Site Supervisor** is responsible ensuring that the workplace they control is safe and without risks to health and safety. The supervisor shall ensure employees, contractors, and sub-contractors working at that workplace are behaving in a safe manner without risking health and safety. Site Supervisor will be held accountable detecting any unsafe or unhealthy condition or behavior and enforcing prompt action, so that unsafe, unhealthy conditions and unsatisfactory behavior is eliminated.

Employees are required to comply with the OHS policy and program, report any unsafe condition or act, to ensure their own health and safety and that of their fellow workers as well as the public.

Sub-contractors engaged to work for East Coast Designer Builders are required to observe site rules and take directions on health and safety matters from the Director, Supervisor, employees or officer. Sub-contractors are obliged to act in accordance with the Occupational Health and Safety Act and Regulations,

Visitors to East Coast Designer Builders construction sites are required to comply with the Occupational Health and Safety policy and program, observing directions on health and safety matters from employees or designated officers. Failure to comply or observe these directions could result in visitors being required to leave the site.

To support this policy East Coast Designer Builders will

Maintain the policy objectives by regularly reviewing quality assurance systems and make adequate provision of resources to meet these objectives.

Consult with Supervisor, employees, officer and sub-contractors regarding health and safety matters to identify ways to reduce workplace risks and to improve control systems.

Implement appropriate controls over identified workplace hazards, determine the risks associated with the identified hazards and implement appropriate measures to reduce or eliminate the risk.

Promote health and safety awareness through standard work practices.

Promote best practice standards in all facets of our operations and to enable all workers to perform their duties to the extent that health and safety standards are not compromised.

Regularly review performance as part of a continuous improvement to health and safety procedures