



## WORKPLACE HEALTH & SAFETY POLICY

As a principal contractor in the construction industry, we recognise that it is our ultimate responsibility to ensure a worksite, which is safe for all workers, visitors and passers-by. Streetbuild is committed to providing an environment where the health and safety of employees, subcontractors, clients, consultants and the general public is paramount.

In the management of Workplace Health and Safety we shall:

- Provide sufficient resources to ensure compliance with all applicable legislation and client requirements
- Establish measurable objectives and targets to drive continuous improvement with the intent of eliminating work-related injury and illness
- Make health & safety leadership an integral part of every managerial and supervisory position
- Ensure health & safety is considered in all planning activities
- Involve our employees in the decision making processes through regular consultation
- Provide employees, contractors and other relevant persons with health and safety information
- Provide a program of education and training to enable our employees to work in the safest possible manner
- Identify hazards, assess risk and implement controls to minimise risk
- Investigate all potential and actual incidents to identify causes and undertake actions to prevent recurrence
- Provide effective injury management and rehabilitation for any employees suffering work-related injury or illness

### 1. Roles & Responsibilities Defined

#### Management

Management is required to ensure this policy and the WH&S programme is effectively implemented. They are required to support supervisors and hold them accountable for their specific responsibilities.

#### Supervisors

Each first line supervisor (Project Manager, Foreman, Assistant Foreman, and Project Safety Officer) is responsible and will be held accountable for taking all practical measures to ensure that both the workplace and the behavior of persons under their control are safe and without risks to health.

First line supervisors are accountable for detection of unsafe or unhealthy conditions or behavior and remedial action. Remedial action means fixing the problem where possible or reporting the matter promptly to a manager or supervisor who has the authority to deal with it.

#### Employees

All employees are required to cooperate with the WH&S policy and programmes to ensure their own health and safety and the health and safety of others in the workplace. Observance of Streetbuild Safety Procedures is essential on site.

#### Contractors, Sub-contractors and Consultants

All contractors and subcontractors engaged to perform work on Streetbuild's sites or locations are required as part of their contract to comply with the WH&S policies, procedures and programmes of Streetbuild.

Observance of the Streetbuild Safety Procedures is essential on site. Directions on health and safety from designated Streetbuild supervisors must be observed. Failure to comply or observe a direction will be considered a breach of the contract and sufficient grounds for the termination of the contract.

## **2. PPE (Personal Protective Equipment)**

Safety clothing and equipment for specified circumstances or areas, where the nature of the work involved or the conditions under which people are working, requires its wearing or use for their personal protection to minimise risk is known as PPE.

Although PPE is thought of as a last safety guard in the control of a risk and should not be considered as a standalone safety control, the wearing of PPE provides protection in the event that a control that has been put into place fails.

The following personal protective equipment is a mandatory minimum requirement for entry to Streetbuild work sites:

- Steel cap boots
- Hard Hat
- High visibility upper body clothing
- Safety Glasses
- Gloves

The reason it is not mandatory to be always wearing the listed PPE is that a control method is not to cause a further hazard. If a hazard is presented to the supervisor regarding the wearing of certain PPE for particular tasks either through a SWMS/JSA/SWP or during consultation with the worker, permission may be given to forgo the use of particular PPE after consideration to the risks are reviewed. It is mandatory that at the completion of those tasks, the listed PPE must be worn whilst on the site.

When we are operating in an environment that has a more stringent PPE policy than Streetbuild's Policy, then it shall be the policy of the Clients that our employees and contractors are to comply with i.e. the more stringent policy after being reviewed by Streetbuild for safety and surety that the policy does not present any additional risks to any personnel onsite. If a Clients policy is of lesser stringency this Streetbuild Policy is to remain adhered to.

Streetbuild is responsible for ensuring that;

- all employees and contractors are aware of and act upon their responsibilities in accordance with this policy, site safety manuals and any legislative requirements;
- Where other means of protection are not practicable Streetbuild will supply (and direct their Subcontractors to supply), the required PPE to its employees
- Any PPE that is supplied by Streetbuild is maintained as per the manufacturers recommendations and users have been trained and are aware of correct use of the PPE
- Is compliant to current Australian Standards and any subsequent legislation.

Workers are responsible to:

- To wear PPE as and when required on any Streetbuild work site at all times.
- Use the type(s) of personal protective equipment as instructed in the hazard assessment and through training and consultation

- Wear the proper personal protective equipment when entering a location or exposing themselves to a hazard which requires it.
- Maintain the personal protective equipment in use in accordance to the manufacturer's recommendations
- Immediately turn damaged or defective equipment over to their supervisor/manager without use.

All PPE that is brought onto site must, where applicable, adhere to all current Australian Standards and any subsequent legislation.

### **3. Consultation**

Streetbuild believes open communication between workers and management is a vital step in ensuring the health and safety of all personnel associated with Streetbuild's operations and project sites.

Streetbuild will ensure to;

- Encourage reporting of identified hazards or potential hazards
- Involve workers in problem solving of WH&S issues
- Share relevant information that may impact the health & safety of workers
- Encourage the reporting of concerns regarding WH&S
- Provide the opportunity to express views and contribute towards policies and procedures that have effect on the health & safety of workers
- Advise on outcomes of concerns and questions raised by workers in a timely manner providing information to assist in understanding the reasons for the decision

### **4. Immunisation**

Streetbuild is committed to providing employees, contractors and visitors with a safe and healthy environment for work. Streetbuild recognizes that employees and contractors may, as part of their work in some roles, be at a potential risk of exposure to infectious diseases.

This policy provides details and outlines responsibilities related to Streetbuild's immunisation requirements. Streetbuild recognises its responsibility to make available appropriate immunisation to employees that are potentially at risk of exposure in their work environment to vaccine preventable diseases, for example First Aid Officers.

For the purposes of this policy, infectious diseases include those that are caused by the exposure to blood or body fluid products. Some infectious diseases are preventable via appropriate immunisation. Streetbuild promotes continual assessment of the risk of exposure to infectious diseases, prompt identification of employees and contractors potentially at risk and provision of relevant information, training and assistance.

Streetbuild will provide, as appropriate, education and information on infection control for employees and Contractors particularly in areas where a risk has been identified.

Streetbuild is responsible for ensuring that;

- all employees and contractors are aware of and act upon their responsibilities in accordance with this policy and any legislative requirements;

- risk assessments are conducted to determine if any alteration to work practices are required to reduce the risk of infection;
- personnel that have been nominated as a first aid officer, is offered financial assistance equaling to the amount of out of pocket expenses for an immunisation course for Hepatitis B or combination of Hepatitis A & B;
- all records of immunisations and any tests results are kept confidential;
- appropriate information, instruction, training and supervision is given to employees & contractors;
- safe work instructions are adopted by employees & contractors into work practices and
- appropriate information and medical intervention is provided as required prior to and in the event of an exposure

Responsibilities of employees and Contractors including contracted supervisors & labour hire;

- complying with this policy, and work instructions;
- reporting to their supervisor/manager if exposed to an infectious agent; and
- not putting at risk the health of others in the event of becoming aware of being a carrier of an infectious disease

## **5. Bullying**

In accordance with its obligations under the WHS Act, Streetbuild is committed to providing staff, with a working environment that is safe and free from risks to health, including those risks associated with bullying. Staff members are required to treat other members of staff with respect for their rights, duties and aspirations. Bullying is not an acceptable part of the Streetbuild's culture and impacts negatively on the Streetbuild's values.

Supervisors and staff with managerial responsibilities should be mindful of any inappropriate behaviour in the workplace that might be considered bullying and take action against such behaviour accordingly.

Bullying may comprise a combination of behaviours including:

- unwarranted criticism or insults;
- spreading malicious rumors;
- influencing others to exclude or isolate the targeted person or group;
- physical or verbal abuse;
- yelling, screaming or offensive language;
- excluding or isolating a staff member;
- deliberately withholding information that is vital for effective performance;
- spreading rumors or innuendo about someone;
- psychological harassment;
- intimidation;
- assigning staff members meaningless tasks unrelated to their job;
- giving staff members impossible jobs;
- interfering with someone's personal property or equipment and



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- deliberately changing work arrangements, such as rosters and leave, to inconvenience particular staff members

In particular Streetbuild will ensure to:

- prevent bullying;
- provide a healthy and safe environment for staff;
- manage and investigate all reported incidents of bullying; and
- ensure staff are aware of the assistance available to them in situations of bullying

This aspect of this Policy is not intended to diminish supervisory or managerial prerogative to direct or control how work is done in the workplace other than to ensure so far as practicable, the health and safety of staff.

Streetbuild takes complaints of bullying seriously. Such complaints will be dealt with disciplinary actions if found true.

This policy applies to all persons working for, or on behalf of Streetbuild. It is the responsibility of the Streetbuild management team to provide resources and promote this policy to ensure its effective implementation.

Signed,

Graeme Street  
Managing Director