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Charter / Policy Name
Safety Policy

Charter / Policy Manager
Safety

Approval Authority
Board

Review Date
2 Yearly

Distribution Level
LSS Group

Version Reference
Board Approved
19/03/2019

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Purpose

This Policy sets out the Lionel Samson Sadleirs Group (**LSSG**) policy on safety and to ensure that all personnel are aware of the safety commitments of both LSSG and themselves.

Scope

The following guidelines are to be adhered to by all employees, contractors, clients and visitors that are required to perform work on behalf of LSSG.

Description

LSSG is committed to providing and maintaining a safe and healthy workplace for all personnel on site. We believe that everyone has the right to return home safely at the end of each day because every injury is preventable, and no task is so important that it can't be done safely. Managing health and safety therefore ultimately rests with each worker, including managers. Working safely is a condition of employment, a requirement contained in sub-contractor agreements and it is enshrined in our values.

Safety is at the forefront of everything we do. The emphasis we place on safety is reflected by the fact that the first of our Sadleirs Family Values specifically addresses safety and the provision of an accident-free workplace. The remainder of our values are each designed to help us achieve that goal.

Procedure

We will continue to maintain, develop and improve our capacity to effectively plan, organise and control Occupational Health & Safety (OHS) risks within the business and we will:

- Comply with all relevant OHS legislation, codes of practise and appropriate standards;
- Maintain and develop management systems that establish responsibilities and targets and define how we monitor and review our progress towards achieving them;
- Conduct appropriate risk assessments and implement suitable control measures;
- Provide professional and competent OHS resources;
- Provide the means for consultation and communication in relation to OHS matters;
- Provide relevant and appropriate training and information;
- Provide equipment that is safe to use and maintain it appropriately;
- Ensure that we handle, store and transport dangerous goods and other hazardous materials safely;
- Report all workplace incidents, investigate them to identify what caused them and implement appropriate corrective and preventative action;
- Ensure that OHS criteria are included in investment and procurement decision-making processes;
- Ensure that the OHS-related needs of stakeholders are considered in the decision-making process; and
- Support and promote innovative approaches to improving OHS performance.

LSSG acknowledges that health & safety performance can only be achieved through the involvement and commitment of all employees, contractors and visitors and therefore encourages all personnel to work together to ensure a safe workplace.

Who to Contact

Any questions relating to the interpretation of this Policy should be forwarded to the Safety department.

Disclosure

A copy of this Policy is available on Sadleirs Internal Intranet (SIMS or SharePoint).

Glossary

Term	Definition
Board	means LSSG's Board of Directors.
Business Units	means the strategic divisions of LSSG as determined by Management from time to time.
Chairman	means the person appointed as the Chairman of the Board from time to time.
Charter / Policy	means this document or any amending or replacement document.
Chief Executive Officer	means the person appointed as Chief Executive Officer of LSSG from time to time.
Director	means the persons appointed as Directors of LSSG from time to time.
Employee	means any person employed by LSSG or who otherwise acts as an agent of LSSG or performs work for LSSG as an independent contractor, including the Chief Executive Officer / Managing Director and other senior executives.
Executive	means the persons appointed to Management positions.
LSSG	means Lionel Samson Sadleirs Group. Parent Company being R.C. Sadleir Pty Ltd ABN 65 008 667 052.
Management	means the senior management team (excluding Board members but including the Chief Executive Officer / Managing Director) of LSSG, being those who have the opportunity to materially influence the integrity, strategy and operation of LSSG and its financial performance.
Sub-Contractor	means the person, business or corporation that provides goods or services under a written or verbal agreement with LSSG.