

# Workplace Health & Safety (WHS) Policy Statement

Kordia has one important objective: **Zero Harm**. We are committed to:

- Ensuring that all employees, contractors and visitors **Get Home Safely**;
- Providing a safe and healthy workplace.

As a business, there are several ways we are working to achieve this:

- Through individual accountability: **See something, say something, do something**;
- By empowering our staff and contractors to **stop work** if they have any safety or health concerns (no matter how big or small);
- By sticking to our **Get Home Safely Rules**;
- By following **best practice** and using **common sense**;
- Regular **training** of staff; particularly those who undertake high-risk field activities;
- **Collaborating** with others in the workplace – customers, contractors and suppliers;
- Through our **culture** of looking after people.

## How you can help

In addition to following our WHS policies and procedures, there are several ways you can play a meaningful role in achieving a zero harm:

- Stop work if you have any concerns;
- Ensure you understand and comply with all legislation, standards, and codes of practice that are relevant to what you do;
- As far as reasonably practicable, eliminate or mitigate anything that has, or may, cause harm in the workplace;
- Speak up. Immediately notify any work related incident, near miss, hazard, or breach to your Team Leader, Supervisor or Manager;
- Consider WHS in the design, planning and conduct of all business activities;
- Actively participate in WHS training and support activities;
- Ensure any contractors and subcontractors you engage to perform work are informed of the requirements of our policy and that they are expected to comply. Collaborate with them to make sure responsibilities are clear and are carried out;
- Take responsibility for your own personal safety and for those people around you; and
- Encourage your colleagues to take a Zero Harm approach in their day-to-day activities.

## Our commitment to you

We will seek to:

- Eliminate or mitigate risks to the health and safety of all persons so far as is reasonably practicable;
- Continually improving Kordia's WHS performance;
- Provide adequate resources to meet WHS goals and targets;
- Use risk management methods which are designed to identify, assess, monitor and control hazards, and regularly review them;
- Consult with employees, contractors, customers and other stakeholders as far as reasonably practicable;
- Communicate with all stakeholders, customers, employees, contractors, authorities, and the wider community on WHS policy, legislation, development and research;
- Ensure this policy is available to all persons to whom Kordia has a duty of care;
- Implement, regularly review and update this WHS Policy as required, to ensure it remains relevant to Kordia's business functions;
- Ensure WHS consultation, communication and inspections are carried out properly and in accordance with established targets.

I thank all employees for contributing to health and safety at Kordia. I encourage anyone that has any questions or concerns to discuss these with their manager.



Scott Bartlett  
Chief Executive Officer  
Kordia Group

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