

SureFact OHS Standards

Standard 1

OHS Organisation and Management

1.1 OHS Policy

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1. OHS Policy

1.1 Purpose

- To provide a public statement of SureFacts commitment to provide for the health and safety of all employees, contractors, visitors, clients and others who may interact with the Company's activities.

1.2 Policy Implementation

- The Directors of SureFact are responsible for ensuring there is a current OHS Policy for the business.
- The Policy will define SureFacts OHS commitment and detail the actions that will be taken to implement the requirements of the Policy.
- The Policy will be signed by the Directors and displayed publically in all SureFact offices and other locations where SureFact employees are based.
- The requirements of the Policy will be communicated to all employees and contractors.
- There will be a review of the Policy every two years.

2. OCCUPATIONAL HEALTH & SAFETY POLICY

It is the policy of SureFact Australia Pty Ltd to provide safe and healthy working conditions for all staff, with the objective of promoting a culture where harm through work is unacceptable and at no time will the pressures of work ever come before the health and safety of our people. This Policy also applies to everyone who interfaces with the Company's activities including contractors, visitors and clients.

All staff and contractors have a responsibility for implementing the requirements of this Policy by striving to achieve a zero tolerance to hazards, incidents and accidents.

To meet these requirements the Company will:-

- Demonstrate committed leadership from managers and through involvement of employees;
- Implement a health and safety management system with supporting procedures to provide guidance for providing safe and health workplaces;
- Seek the valued input from employees and contractors through their active participation in health and safety programmes;
- Implementing procedures for identifying, assessing and controlling workplace hazards;
- Promote health and safety awareness through employee and contractor induction and ongoing training;
- Ensure all incidents and accidents are reported, recorded and investigated so corrective actions can be implemented to prevent a recurrence;
- In the event of any injury or illness occurring, we will help our people to achieve a full recovery as soon as possible, through prompt medical treatment and active rehabilitation programmes; and
- Set goals and plans to continually improve health and safety and monitor progress against targets.

The display of this signed statement endorses our personal commitment to making the workplace of SureFact safe and healthy for all employees and others.



Paul York

Managing Director

Date Commenced: 27th March 2013

Review Date: 27th March 2021