

# JOHN BAY AND ASSOCIATES WORK HEALTH AND SAFETY POLICY



John Bay And Associates is committed to health and safety. Our policy aims to ensure all work activities are undertaken in a safe manner that removes or minimizes risks to the health, safety and welfare of all employees, contractors, authorized visitors and persons affected by our business operations.

John Bay And Associates will provide and maintain as far as possible:

- A safe working environment.
- Safe systems of work.
- Facilities for the welfare of all employees.
- Any information, training, instruction and supervision required to protect employees from risks to health.
- A commitment to consult and co-operate with employees in matters relating to health and safety in the workplace.

All employees who attend site have undergone White Card training.

Employees have the obligation to:

- Comply with safe work practices to ensure their own personal safety and that of others in the workplace.
- Wear appropriate personal protective equipment and clothing where necessary.
- Comply with directions given by management for health and safety.
- Not misuse or interfere with equipment provided to ensure health and safety.
- Report all accidents, incidents and known or observed hazards to management

We seek the co-operation of all employees, clients, visitors and persons affected by our business operations to ensure a safe working environment in our office and on site. We welcome all suggestions to improve the safety of our working environment and aim to have a zero accident rate.