

## HEALTH AND SAFETY POLICY

**The management of TimberLab Solutions Ltd is committed to a safe and healthy working environment for all staff & visitors. Management will:**

- Set health and safety objectives and performance criteria for all managers and work areas, providing support for them to achieve appropriate outcomes.
- Ensure there is appropriate support and sufficient resources for H & S initiatives in this workplace.
- Annually review policy, health and safety objectives, procedures and individuals' performances.
- Encourage accurate and timely reporting, recording of all incidents and injuries.
- Promptly investigate all reported incidents and injuries to identify contributing factors and, where appropriate, formulate plans for corrective action.
- Provide treatment and rehabilitation plans that ensure a safe, early and durable return to work.
- Identify all existing and new hazards and take all practicable steps to eliminate or minimise exposure to any significant hazards.
- Ensure that all employees are made aware of the hazards in their work areas and are adequately trained so they can carry out their duties in a safe manner.
- Encourage employee consultation and participation in all health and safety matters.
- Encourage employees to elect health and safety representatives, utilising union rep's where possible.
- Ensure that all contractors and subcontractors are actively managing health and safety for themselves and their employees.
- Promote a system of continuous improvement, including annual reviews of policies and procedures.
- Be prepared for disasters such as earthquakes and pandemics.
- Meet our obligations under the Health and Safety at Work Act 2015, codes of practice and any other relevant standards or guidelines.

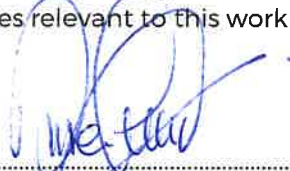
**Each employee is required to share in the commitment to Health and Safety. They are required by law take reasonable care of their own health and safety and reasonable care that others are not harmed by something they do or don't do.**

Each employee is accountable to the employer and each other for maintaining a safe and healthy workplace. This is to be achieved by: -

- Following all safe work procedures, rules and instructions.
- Immediate reporting of all incidents, injuries, near misses and hazards to the appropriate person.
- Properly using all safety equipment and clothing provided.
- Taking an active role in the Company's treatment and rehabilitation plan, for early and durable return to work after any accident.
- Each employee is responsible for arriving at work without injury or impairment that may affect their ability to work in a safe manner.
- Every manager and cell leader is accountable to the employer for the health and safety of employees working under their direction. Details of responsibilities are varied & are included in job descriptions & the Co. Safety System Manual.

The health and safety committee will include representatives from senior management and where possible, union and elected health and safety representatives. The committee is responsible for implementing, monitoring, reviewing and planning health and safety policies, systems and practices.

We, the management acknowledge & accept the ultimate responsibility for Health & Safety standards in the workplace & are committed to complying with legislation, regulations, codes of practice & safe operating procedures relevant to this workplace.



Signed by Managing Director on 2<sup>nd</sup> June 2020