



WORK HEALTH AND SAFETY POLICY

Custodian: Certification Consultant

Authorised by: Certification Consultant

GPFL is committed to protecting the health and safety of all employees, suppliers and contractors in the workplace. Health and safety is the responsibility of everyone in the workplace. No job is so important or task so urgent that it cannot be performed in a safe manner. Safety will not be compromised.

To achieve the aim of no work health and safety illnesses or injuries, GPFL is committed to:

- Ensuring compliance with relevant legislation, codes of practice, Australian and industry standards and relevant internal standards and procedures.
- Establishing and monitoring measurable objectives and targets to support continuous improvement aimed at elimination of work related injury and illness.
- Ensuring staff are provided with the appropriate training, time, resources and instructions they need to manage WHS responsibilities.
- Minimizing the chance of harm to people and property through the pro active and on-going identification of potential hazards and risks in the planning stage, applying the appropriate level of controls, and learning from our own and other people's experiences.
- Providing a working environment, equipment and materials that are safe and without risks to health.
- Establishing and implementing safe work practices.
- Developing and maintaining appropriate emergency procedures.
- Reporting and investigating all incidents, determining the basic causes and implementing effective corrective and preventive measures.
- Regularly reviewing WHS management to determine effectiveness.
- Consultation with employees, contractors, service providers, independent experts and other relevant parties regarding WHS issues.
- Managing health and safety risks, within our control, when contractors, suppliers and the public come into our workplace.
- Effective rehabilitation and equitable claims management.
- Ensuring injured employees commence rehabilitation as soon as possible, are returned to work within their capacity as early as possible and are treated with dignity and respect throughout the rehabilitation process.
- Distributing occupational health, safety and environmental information, including this policy, to all workers and interested parties;
- Providing enough resources to ensure occupational health, safety and environment is a central part of the organisation; and
- Defining roles and responsibilities for occupational health and safety.

Everyone is expected to:

- be a leader in health and safety.
- be responsible and accountable for health and safety.
- encourage others to behave safely, discourage unsafe behavior and intervene when an unsafe act is observed.
- work safely, use personal protective equipment, and comply with safety instructions.
- manage all risks to the best of their ability.
- report or rectify unsafe conditions or acts that come to their attention.

Signed:

[Signature]

Date:

7 Mar 2025

Name:

JUN KITAMURA

Position:

Director

Organisation Name:

GPFL

Location:

Portland VIC

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NB: All printed copies of this document are uncontrolled. Refer to the electronic copy on the Management System for the latest version.

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