



# Work Health and Safety Policy

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HKRP is committed to providing and maintaining a safe and healthy workplace environment for all workers (including contractors and volunteers) as well as clients, visitors, and members of the public. Hazards and risks to health and safety will be eliminated or minimised, so far as is reasonably practicable.

## **Purpose**

The purpose of this policy is to guide HKRP to create a workplace environment where workers and others affected by our business or undertakings are encouraged and supported to raise health and safety issues and help reduce and manage them. The company goal is to provide a workplace that is free from risks to health and safety by implementing the highest possible standards to protect workers' health, safety, mental and social wellbeing. To engage and consult with all workers and others affected by our business or undertakings to ensure hazards are identified and the risks associated with them removed or reduced to the greatest degree.

## **Application**

This Work Health & Safety Policy applies to all employees and contractors engaged in work for HKRP.

## **Responsibilities**

The responsibility for managing health and safety ultimately rests with the person in control of the business or undertaking (PCBU), directors and management. Workers also have important responsibilities for health and safety in the workplace and all understand that failure to comply with the Work, Health and Safety Policy may result in disciplinary action

We are committed to complying with the Work Health and Safety Act 2011, the Work Health and Safety Regulation 2011, the UK Health and Safety at Work etc Act 1974, codes of practice and other safety guidance materials in the UK and Australia.

Management will:

- Ensure the business complies with all legislation relating to health and safety;
- Eliminate or minimise all workplace hazards and risks as far as is reasonably practicable;
- Provide information, instruction and training to enable all workers to work safely;
- Supervise workers to ensure work activities are performed safely;
- Consult with and involve workers on matters relating to health, safety and wellbeing;
- Provide appropriate safety equipment and personal protective equipment;
- Provide a suitable injury management and return to work program;

- Commit to continual improvement of the Work Health & Safety Management System; and
- Provide safe and healthy working conditions for the prevention of work-related injury and ill health.

Workers will:

- Take reasonable care for their own health and safety;
- Follow safe work procedures, instructions and rules in order to eliminate or minimise all workplace hazards and risks as far as is reasonably practicable;
- Participate in safety training;
- Report health and safety hazards;
- Report all injuries and incidents including any near misses; and
- Use safety equipment and personal protective equipment as instructed.

Our goal is to provide a safe and healthy work environment that is free from workplace injury and illness. This will only be achieved through the participation, co-operation and commitment of everyone in the workplace.

Where a staff (employee, worker or contractor) is working remotely, the Senior Management Team will work with the staff to create as safe a work environment as possible.

The HKRP Directors, Senior Management Team and employees are committed to delivering this policy.



Hitesh Patel, Director