

# VITAL CHEMICAL OCCUPATIONAL HEALTH AND SAFETY POLICY STATEMENT

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This policy states the commitment of Vital Chemical to the health and safety of all employees, contractors and visitors to the premises and members of the public. Vital Chemical is committed to the health and safety of all personnel on Vital Chemical sites, customer sites and any other premises where Vital Chemical personnel carry out work, as well as work related travel.

Through the implementation of a comprehensive Safety Management System, the policy of Vital Chemical is to conduct activities in an environment where risk is maintained at an acceptable level. The health, safety or well-being of an employee or contractor should not be impaired as a result of working for the company.

## ***The following Policy Statement underpins Vital Chemical's commitment to providing a safe workplace:***

1. That Work Health and Safety is the responsibility of every employee, contractor and sub-contractor associated with the company. All personnel have specific responsibilities and are accountable for safety regardless of their position within the company, or the subcontracting company – safety remains paramount.
2. All employees and contractors must follow safe working practices, observe safety rules and legislation, and not intentionally compromise the safety and welfare of themselves or any other person.
3. It is the duty of all personnel working with, and associated with Vital Chemical to ensure that risk is maintained at an acceptable level to eliminate injury, loss or damage to the company or its employees.
4. Personnel are aware of their Work Health and Safety responsibility through documented procedures and ongoing training. Staff are inducted and trained to appropriately identify and minimise risks within the workplace to themselves and others.
5. All processes and actions performed are continually monitored and refined in order to improve effectiveness.

The following values underpin our commitment to safety:

- People are our most valuable asset. We are all committed to the safety and welfare of everyone in the workplace.
- Everyone is responsible for ensuring their own safety and the safety of others.
- We respect and value the relationships created by our business activities.
- We recognise that communication and consultation are essential elements of achieving a safe workplace.
- Safety remains our highest priority.

### ***Vital Chemical's Safety Objectives are:***

1. To maintain our desired target of nil workplace incidents recorded over a twelve month period.
2. To record 100% of workplace incidents accurately and within the timelines required by Legislation and the Standard.
3. To conduct a visual workplace inspection every month to proactively identify potential hazards.
4. To provide the opportunity for Vital Chemical employees to participate 100% of the time when developing Safe Work Method Statements or conducting Risk Assessments.
5. To ensure Management commitment through an annual review of the Vital Chemical Safety Management System.
6. To ensure Management is involved in production facility inspections and audits.

### ***Vital Chemical aims to achieve Safety Objectives with integrity by:***

- Providing effective leadership and clear direction towards the attainment of our Safety Objectives;
- Adhering to a Safety Management System that is aligned with Australian Legislation and Standards;
- Effectively communicating the Vital Chemical Safety Policy and Objectives to staff, suppliers and customers alike;
- Emphasising the need for safe work practices at all levels;
- Remaining consistent with our legal obligations according to all relevant statutory duties, regulations and codes of practice;
- Utilising the experience and skills of staff in developing or responding to identified workplace risk;
- Providing all employees with on-going training and encouraging a good understanding of their Workplace Safety obligations, managing risk and a strong focus on the importance of reporting incidents and near misses;
- Encouraging the involvement of all employees in Safety Management issues;
- Reviewing our Safety Objectives on an annual basis to ensure they consistently align with business goals and current legislation.
- Encouraging a culture of mutual respect by strengthening relationships between management and employees, thus empowering everyone to play their part.

### **Strategies**

- Implementation, maintenance and review of the Integrated Management System Manual and associated policy and procedures.
- Systems of review for operational Procedures and Work Instructions to ensure that operations performed by employees and contractors are appropriate and in accordance with relevant legislation, regulatory requirements and relevant industry standards.

## **Legal and Policy Framework**

Vital Chemical will comply with relevant Queensland state legislation relating to the area of operations including:

- Queensland Work Health and Safety Act 2011.
- All relevant legislation and codes of practice.

In the event of conflicting legislation, the more onerous requirement will be adopted, where possible.

Vital Chemical will also comply with the requirements of AS/NZS 4801 - Occupational Health and Safety Management Systems – General guidelines on principles, systems and supporting techniques.

It is important to realise that failure to follow safe work practices, misuse of equipment, ignoring a risk control measure or interfering with another person's intention to work safely may result in disciplinary action and may also lead to prosecution under relevant Work Health Safety legislation.

*Authorised by:*

**Albert Xavier**

**Director**

**Vital Chemical Pty Ltd**