



Safety Plan



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POLICY STATEMENT

Associated Rigging Pty Ltd has a strong commitment to the highest standards of safety and wellbeing of its employees and clients no matter how big or small the job may be.

Every operation that is carried out by the Associated Rigging team is done so in correlation to an operation specific JSA in order to maintain the highest levels of safety and risk management in the workplace.

The following safety plan outlines the various safety measures that have been implemented by Associated Rigging Pty Ltd in order to ensure that the client's needs and expectations are exceeded. The safety measures are primarily to strive to create a risk and accident free workplace through safety training, safe operating training as well as regular plant maintenance.

The entire Associated Rigging team is confident that through training in the area of workplace safety and a strong knowledge of risk assessment, a safe and incident free workplace is something that can be achieved.

IAN A LEE

Operations Manager

Signed:

Date:



POLICIES

OH&S Policy

Associated Rigging Pty Ltd is responsible for the safety and wellbeing of its employees in the workplace, therefore the maintenance of a safe and risk free work environment is and imperative role of the Associated Rigging Management Team. The following are what the Associated Rigging team strive to achieve in the area of occupational health and safety training and management.

1. Ensuring that correct work practices are carried out in accordance to JSA's and WMS's.
2. Encouraging safe travel to and from the workplace, this includes the discouraging of drink driving.
3. Striving to create a workplace that is risk, accident and injury free.
4. A strong knowledge of risk assessment in order for employees to be capable in identifying risks and following appropriate measures in order to eradicate or minimize the risk.
5. Ensuring that all plant and equipment is serviced, well maintained and capable of performing the work in a safe manner.
6. Providing suitable facilities on and off site for the safety and well being of its employees.
7. Providing a strong training in OH&S for all its employees (red card) as well as further training in specific areas for safe operation of plant and equipment.

The Associated Rigging management team regularly consults with employees in order to ensure that the highest standards of safe work and plant operations are carried out.

IAN A LEE

Operations Manager

Signed:

Date:



POLICIES

Environmental Sustainability Policy

Associated Rigging Pty Ltd is confident that a strong link to environmental sustainability is essential to the future success of the company.

Therefore Associated Rigging strives to achieve all goals with respect to environmental impact and the minimization of this impact. Associated Rigging employees are encouraged to act in a way which pays respect to the various impacts and detrimental effects that their work will have on the environment.

In the construction industry pollution is a major form of environment degradation therefore the Associated Rigging team takes into consideration the effects of noise pollution, dust smoke and fumes, waste dumping/littering and the leakage of fluids from plant failure. The Associated Rigging team will also carry out every possible measure in order to reduce and minimise these factors.

As the community has a very negative view on environmental degradation, it is also very important for the Associated Rigging team to act in accordance with this policy in order to protect the company's reputation.

IAN A LEE

Operations Manager

Signed:

Date:



POLICIES

Drug and Alcohol Policy

Associated Rigging Pty Ltd recognizes that employees' ability to work and perform satisfactorily is extremely important in the safety of fellow employees, the company and the workplace environment.

As a result of this Associated Rigging Pty Ltd is strong on its view of the use of drugs and alcohol in the workplace as it comprises the safety of the clients, the clients' assets as well as the companies assets and the companies reputation. The sale, consumption and possession of drugs or alcohol are prohibited in order to protect the reputation of Associated Rigging.

However if it is evident that a team member has a drug or alcohol related problem, the management team will take the necessary steps in order to provide support and information on the various measures that can be taken in order to control these issues.

IAN A LEE

Operations Manager

Signed:

Date:



COMPANY SAFETY REGULATIONS

Company Safety Regulations

Associated Rigging Pty Ltd is in strong compliance with all current Government acts, regulations and codes of practice that are relevant to the areas of work carried out by the Associated Rigging Team.

This is to ensure that the highest standards of clients are exceeded as well as the highest degree of safety is reached and recognised. Associated Rigging Pty Ltd also aims to exceed these acts, regulations and codes of conduct in order to create the safest workplace possible as well as promote confidence within the client.

For a Full list of all the Government acts, regulations and codes of practice, please feel free to contact the Operations Manager.

IAN A LEE

Operations Manager

Signed:

Date:



MANAGEMENT SYSTEMS

Training in Safety and Safe Work

In order to ensure that the highest level of safety is achieved in the workplace, Associated Rigging Pty Ltd prides itself on the level of training that its employees receive before they are able to work for the company.

Appropriate information and training is received by employees in order for them to be able to complete their tasks with a minimised risk to themselves and others surrounding them.

The following measures are taken in order to guarantee the highest on-site safety levels.

1. Employees are briefed in the area of company safety policy before they are allowed to commence work on site or off site.
2. Managers and supervisors have completed the necessary training in OH&S management in order to assess and minimise workplace risks and hazards.
3. All specialist operations that require certain qualifications are carried out by qualified employees that are highly capable in their area of specialty.
4. No Associated Rigging employee is allowed to work until they have completed their Red Card OH&S training program.
5. JSA's and WMS's are documented and are used in order to ensure safe working procedures.

MANAGEMENT SYSTEMS

First Aid

Associated Rigging Pty Ltd take responsibility for the welfare and safety of its employees therefore it is imperative that adequate first aid resources are available on every site and every worker is familiar with the whereabouts of the resources before commencing work on the site.

The First Aid kits that are supplied by Associated Rigging are stocked regularly and refilled immediately after use in order to ensure that all resources are available at all times.



MANAGEMENT SYSTEMS

Plant Maintenance

The maintenance of plant and equipment is a vital factor towards the success of a high level of safety management. Associated Rigging Pty Ltd takes maintenance extremely seriously in order to create a safe workplace for its employees and clients.

Associated Rigging has a maintenance faculty that is in charge of repairs, basic maintenance and servicing of plant and equipment.

All tagging of electrical items and plant equipment is done externally by professionals who meet the prerequisites required in order to tag plant and equipment.

All equipment is tagged up to date and will not be used if the device appears to be damaged or out of date in order to promote safety within the workplace.



MANAGEMENT SYSTEMS

Personal Safety (PPE)

In order to ensure that Associated Rigging employees receive the highest degree of personal safety, Associated Rigging Pty Ltd supplies its employees with the necessary PPE required for various jobs that are carried out by the employees.

This is to minimise the risk of injury to an employee whilst in the workplace and to allow for greater confidence in the employee's work.

Supervisors and Foremen will determine what necessary PPE is required for specific jobs before the commencement of the job in order to maximise the safety of the employees.

These PPE will be decided upon as a result of workplace risk identification and will be apparent in the specific JSA applicable to the task/workplace.

All PPE that is purchased by the Associated Rigging Team will must comply with the current Australian Standards or the legislative requirements specific to that area of work.

PPE must be worn and used correctly on site and no compromises will be made to this. Any damaged PPE is to be disposed of, and reported to the equipment management team in order to arrange immediate replacement.



RESPONSIBILITIES OF STAFF MEMBERS

Operations manager

The Operations Manager is responsible for the health and safety of Associated Rigging's employees.

The responsibilities that the Operations Manager must:

1. Establish a management structure that clearly identifies/classes hazards and the control methods that should be taken.
2. Establish an emergency response system that is familiar with all Employees
3. Ensure that other managers (supervisors, site managers etc) are responsible and capable of identifying hazards and implementing control methods.
4. Be able to provide training for all of the employees in order to ensure that they are up to date with the current OH&S regulations.
5. Ensure that this safety plan is implemented and readily available for any employee that would like to view it.
6. Assign specific roles to employees in order to ensure that these safety guidelines are being adhered to whilst on site.
7. Be able to communicate with employees and other personnel in order to determine various responsibilities within the workplace.
8. Develop a system that is clear when reporting various health and safety hazards. Therefore future risks will be more apparent and more easily recognised.
9. Involve themselves personally in the investigation of any work related incidents.
10. Provide PPE that is suitable, depending on work environment.
11. Undertake site visits in order to evaluate the effectiveness of the OH&S system.

RESPONSIBILITIES OF STAFF MEMBERS

Supervisor

The supervisors must be able to clearly identify, assess and control hazards within the workplace. The responsibilities of the Supervisors are:

1. To investigate all incidents and accidents immediately and identify the contributing factors for those incidents and accidents
2. Inspect the workplace regularly in order to record safety levels and potential risks and take note of the potential risks for further investigation
3. To act upon any safety concerns raised by the employees in regards to the workplace.
4. Encourage Employees to report potential hazards
5. Assess all incidents and accidents and report them to the health and safety committee.
6. Supervise the employees in a manner that is OH&S friendly and encourage the importance of workplace safety
7. Ensure that PPE is worn correctly and used correctly
8. To be trained in OH&S to a high level
9. Educate new employees on the various OH&S issues in regards to the workplace

RESPONSIBILITIES OF STAFF MEMBERS

Employee

Employees must take care in their work in order to maintain their own health and safety in the workplace. They must be able to communicate easily with their supervisor or management staff in regards to issues of OH&S. The employee must:

1. Take care in their actions and the effect that their actions may have on another individual.
2. Adhere to the instructions that are given to them from their superiors.
3. Correctly use PPE and correctly use equipment in order to minimize the risk of a safety hazard towards themselves and others.
4. Report any accidents, incidents, hazards, potential risks etc to their supervisor or the health and safety committee.
5. Participate in safety briefings.
6. Be in compliance with the standards of OH&S arranged by Associated Rigging Pty Ltd regarding safety in the workplace.
7. Not be under the influence of drugs or alcohol, as this compromises that safety of fellow workers as well as their own safety.
8. To the greatest of their ability, keep their work area clean as to minimise potential safety hazards.