

# Safety Policy

At Kitcher Risk Solutions we are committed to being a leader in delivering safe and healthy outcomes for clients and our people.

Our goal is to remove or reduce the risks to the health, safety and welfare of all workers, contractors and visitors, and anyone else who may be affected by our business operations.

We aim to ensure all work activities are done safely in a workplace culture that empowers staff and holds us all accountable for our behaviour.

We seek the co-operation of all workers, clients and other persons. We encourage suggestions for improving health and safety to create a safe working environment and zero harm.

## Responsibilities

The Director is responsible for providing and maintaining:

- a safe working environment
- safe systems of work
- plant and substances in safe condition
- facilities for the welfare of all workers
- any information, instruction, training and supervision needed to make sure that all workers are safe from injury and risks to their health
- a commitment to consult and co-operate with workers in all matters relating to health and safety in the workplace
- a commitment to continually improve our performance through effective safety management.

Employees are responsible for:

- ensuring their own personal health and safety, and that of others in the workplace
- complying with any reasonable directions given by management for health and safety (such as safe work procedures, wearing personal protective equipment, instructions for the use of plant and equipment etc.)
- complying with any instructions, site induction or other reasonable directions given by clients or their employees while on client sites
- report all accidents and incidents immediately, no matter how trivial
- report all known or observed hazards to the Director

We expect visitors and contractors to:

- familiarize themselves with this policy and apply it while working on a Kitcher Risk Solutions site

This policy applies to all business operations and functions, including those situations where workers are required to work off-site.

Policy authorised by



Clare Kitcher, Director

Date: 1 July 2016  
Safety Policy V1.0

