



SAFETY ALL WAYS

Our Focus and Everyone's Responsibilities

OUR FOCUS is to provide leadership, role model safe behaviours, ensure employees work safely, ensure employees have a safe work environment, investigate incidents, and provide safe equipment...

Targeting a 20% reduction in injuries year on year to ultimately achieve our goal of zero incidents and injuries. The hard work of all employees has paid off and we've seen a 36% reduction in recorded injuries over the last year.

Hazards In The Workplace

EVERYONE'S RESPONSIBILITY is to work safely, follow standard operating procedures, conduct pre start hazard assessments, report hazards, and report injuries...

All employees are required to:

- Work in a manner that will not endanger themselves or others
- **Complete a JSA/SWMS/SWP** - ensure OH&S implications for any activity (especially new ones) are fully assessed before work is commenced. This also includes the potential for manual task hazards; slips, trips and falls etc...
- By example, encourage other staff to **comply with the OH&S Policy and Procedures**
- **Take action to control hazards** where appropriate or report these to their supervisor

- **Make proper use of all safety devices and personal protective equipment** provided and ensure that it is maintained in its proper working order
- **Report all incidents** (including a "near hit" incident) to their immediate supervisor as soon as possible. This is important as it enables appropriate follow up action to be taken to ensure there is not a recurrence
- Actively **co-operate with any rehabilitation program** that is arranged to assist recovery from injury for themselves or for fellow employees

Electrical Safety

All business units across the Norfolk have a strict policy of "no live electrical work", with the **exception of diagnostic (fault finding) purposes only.**

Are You Fit For Work?

Employees must ensure that they do not attend work in a condition that renders them unfit to perform their duties.

SAFETY ALL WAYS is our focus and everyone's responsibility. Your support is vital in ensuring Safety All Ways...

ARE YOU WORKING WITH **SAFETY ALL WAYS?**