

Conundrum Holdings Pty Ltd Occupational Health and Safety Policy

Conundrum Holdings Pty Ltd believes that occupational health and safety is vital for the overall efficiency and success of its business. Conundrum Holdings Pty Ltd aims to conduct its business in a way that protects the safety of employees, contractors, customers and the public.

Conundrum Holdings Pty Ltd recognises that active participation of every employee is vital to achieving a workplace free of accidents, injuries and illness and, with the assistance of all members of the workforce, we will strive to continually identify and eliminate or manage workplace hazards and risks associated with our activities.

Conundrum Holdings Pty Ltd also recognises that rectifying unsafe working conditions is management's responsibility and any situation considered unsafe shall not be permitted to proceed until the risk has been assessed and appropriate measures have been taken.

Accordingly, it is Conundrum Holdings Pty Ltd policy to:

- Provide a safe workplace;
- Never allow an unsafe activity to continue, ensuring that the health and safety of personnel is maintained in favour of production outcomes;
- Provide a workplace that is free from bullying, harassment and physical violence;
- Treat all employees with dignity and respect;
- Provide an appropriate level of induction for all persons entering a company site;
- Provide a suitable reporting system for all matters relating to health and safety;
- Provide safe systems of work, information, and appropriate training to its employees;
- Provide an occupational rehabilitation program for injured workers;
- Comply with applicable laws and national and industry standards and where standards do not exist develop internal rules and standards necessary to protect the safety of employees and the public;
- Continually inspect, maintain and monitor plant and equipment;
- Define clear OHS roles, responsibilities and accountabilities for managers and employees;
- Co-operate with all authorities and the community in the development of standards aimed at further protecting employees, sub contractors, customers and the public.



Ron Kerr
Managing Director