



**Issue: 10**

**Site: All**

**Date: June 2009**

## Address from the Managing Director

### Investing in Safe Workplaces

Have we, as a company, an ever improving understanding and attitude for creating a safe workplace?

This is a key question and performance criteria when I consider the safety and wellbeing of our workforce, future investment in our company, compliance by the company to its OHS obligations and finally the compliance of our workforce.

I have often been asked how you performance-assess an ever improving understanding and attitude for creating a safe work place. To this I would respond:

- i. Is there an ongoing training system both on and off site?
- ii. Is there participation in safety meetings and reporting protocols?
- iii. Is capital being continually reviewed and upgraded to eliminate safety concerns?
- iv. Is the sites' workforce (workers, contractors, managers, owners) demanding a safe work place?
- v. Is there evidence of a lowering of incidents, near misses and claims?
- vi. Is there evidence that people want to work for the Company (because of its safety record) at the job interview stage?

As an owner I am only willing to continue to invest in our industry while there is a focused commitment on a daily basis to the maintenance of a safe work place.

While our sites are continuing to introduce improved safety systems at the initiative of all persons employed by Conundrum and there is clear evidence of a productive and constructive attitude on our work sites towards safety and environmental matters, I am confident that we are meeting that goal.

*Written by: Ron Kerr, Managing Director*

### Reports on employees

We welcome the following employees who have recently commenced employment with Conundrum:

- **Northern Quarries:**

David Kerr – Trainee Quarry Face Dump Truck Operator

- **Stawell Quarry:**

Addison Rigby – Trainee Quarry Face Dump Truck Operator

## Employees Safety Noticeboard

### Induction Video

We have committed to the development of a Conundrum Holdings Induction DVD. The 10 minute video presentation will be based on the current induction process and is projected to have a 10 year life. We are currently in the process of writing the script so that the presentation can be relevant to the company as a whole.

The second stage will involve a camera crew filming on site at Northern Quarries and Stawell Quarry. While the majority of filming is likely to be of fixed and mobile plant, we will be looking for volunteers to have brief cameos in front of the camera!

This video will significantly reduce the management time spent on inductions and will ensure all inductions are consistent across our sites. It will also be put up on the website so that contractors can watch the induction presentation before arriving on site.

### Webpage Update

The company web page is currently undergoing a much needed face lift. A major addition to the website will be the inclusion of an on-line induction facility. Users will be able to register for an induction, watch the induction video and complete the induction test on-line.

The induction process can then be completed either before the visitor arrives at the site, or on site using a designated terminal and will further reduce the paperwork and time involved in delivering inductions and managing inductee information.

If you have any ideas for the induction video or the website please let me know.

*Tom Kerr, OHS Manager*

## Upcoming Dates of Importance

### Safety Meetings

Upcoming *Site Safety Meetings* include:

- 9 – Hot Works and Confined Space Work Permits  
16<sup>th</sup> June 2009



- 10 – Hazard Risk Assessment  
7<sup>th</sup> July 2009
- 11 – Ergonomics and Manual Handling  
21<sup>st</sup> July 2009
- 12 – Crane/Forklift Safety  
11<sup>th</sup> August 2009
- 13 – Issue Reporting & Safety Newsletter  
1<sup>st</sup> September 2009

## **Safety Newsletter**

The next *Safety Newsletter* [CH 4.xv.0860] will be published in September 2009.