



OCCUPATIONAL HEALTH AND SAFETY POLICY

Commitment:

Budget Workforce is committed to providing a safe and healthy workplace for all of our workers. Budget Workforce further recognises its responsibilities to provide a safe and healthy work environment for clients, visitors and the public.

Scope:

This policy covers all activities and persons working within any premises of Budget Workforce.

Objective:

The objective of this policy is to ensure all workers are able to work in an environment which doesn't cause harm to them and where they contribute to continuously improving work health and safety within the Budget Workforce business.

Policy:

Budget Workforce provides, maintains and promotes a safe work environment and safety management system that is characterised by:

- a systematic approach to identifying, assessing and controlling health and safety hazards and risks through the development and implementation of suitable procedures.
- ensuring as far as practicable all operations conducted by workers are in accordance with relevant legislation and regulatory requirements and relevant industry standards.
- effective management demonstrated by commitment and direct involvement at all levels of the company.
- effective two-way communication as an integral part of every job.
- the provision of appropriate facilities, equipment, education, training and supervision for workers to ensure healthy and safe working conditions and methods.

Responsibilities:

Creating a safe work environment and care for the environment is the responsibility of all Budget Workforce workers.

To achieve the stated policy objective, the commitment and contribution of each and every worker is required through:

- taking responsibility for the health and safety of themselves and their fellow workmates.
- not compromising personal health and safety in the mistaken belief that other requirements are more important.
- considering health and safety as an integral part of their work.

Budget Workforce Management are required to:



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- facilitate continuous improvement through periodic review of objectives and performance measures, systems, practices and procedures to ensure their continued effectiveness and relevance.

Signed:

A handwritten signature in black ink, reading "Harjinder Singh", written over a horizontal line.

Harjinder Singh
Managing Director
Budget Workforce Pty Ltd
Date: 1st February 2021