

## 1. PURPOSE

The purpose of the Digga Excavations Occupational Health & Safety Policy is to clearly state the level of responsibility and commitment the company shall demonstrate in meeting its obligations as required by the current Work Health & Safety Act 2012, the current Work Health & Safety Regulations 2012; and all subsequent amendments to these acts and regulations, including the introduction and implementation of any related harmonised Work Health & Safety Act and Regulations. Additionally Digga Excavations shall comply with the requirements of AS/NZS 4801:2001 Occupational Health & Safety Management Systems, relevant codes of practice and applicable Australian Standards.

## 2. SCOPE

This Policy applies to all business activities and to all staff, employees, contractors, sub-contractors and visitors of Digga Excavations.

## 3. OBJECTIVES & TARGETS

In line with Digga Excavations commitment to Occupational Health and Safety; and the process of continual improvement, including the ongoing review and evaluation of the company's Occupational Health and Safety Management System, the following performance objectives and targets have been established:

- A commitment to the achievement of zero workplace injuries and work related illness;
- A commitment to investigating Incidents, accidents and near misses to identify root cause, establish trend data and the implementation of hazard and risk mitigation strategies and processes; and the evaluation of their success;
- Zero Lost Time Injuries;
- The identification of, and the effective ongoing management of all workplace risks and hazards;
- The regular monitoring, documenting and communication of workplace health and wellbeing issues;
- The recording of, and the regular evaluation of legal compliance, and company OH&S performance data;
- The identification, provision and evaluation of the effectiveness of workplace OHS training and staff / employee participation;
- Regular consultation and communication with staff and employees on issues affecting, or potentially affecting their workplace health, safety and wellbeing;

## 4. POLICY

### 4.1 Management Responsibility

Digga Excavations is committed to providing and maintaining a safe and healthy working environment for all staff, employees, contractors, sub-contractors and visitors; this includes any person or persons entering our premises, or work sites with connection to the business operations of Digga Excavations. A safe working culture is the responsibility of everyone. This shall be achieved through the cooperative efforts of management, our staff and employees working together. In achieving this goal Digga Excavations shall provide staff and employees with ongoing guidance and training in the identification, assessment and control of hazards in the workplace; and other identified occupational health and wellbeing issues.

### 4.2 Staff & Employee Responsibility

Digga Excavations staff and employees shall be required to comply at all times with all company occupational health and safety policies, procedures, guidelines, safe work instructions; and to:

- Take reasonable care of their own health and safety while at work;
- Take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons.

All staff and employees of Digga Excavations shall be responsible for the health and safety of worksite / workplace personnel working under their direction.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Simon Healey - *Managing Director Digga Excavations*