

Occupational Health and Safety Policy

Scope

The Encompass Group Occupational Health and Safety policy applies to all Encompass Group locations including, but not limited to, production facilities, offices and warehouses. Encompass Group is committed to protecting so far as is reasonably practical, employees, contractors, visitors and neighbours from health and safety risks associated with our activities on site.

The Encompass Group management team will ensure policies are documented, communicated, implemented and maintained at all levels of the organisation. All Encompass Group employees are responsible for implementing the policy.

Management

All locations where Encompass Group employees are working have an Occupational Health and Safety risk assessment appropriate to the hazards and risks associated with their business activity. Performance will be monitored against the Occupational Health and Safety risk management standards, which are reviewed on a regular basis. The Encompass Group management team are responsible for implementing the Occupational Health and Safety policy within their respective divisions and locations.

Personal Responsibility

All Encompass Group employees follow the training provided, take responsibility for their own Health and Safety, and when necessary, the Health and Safety of others. Employees are required to report inadequacies or breaches of Encompass Groups Occupational Health and Safety management system.

Visitors and Contractors

Encompass Group will inform visitors and contractors of the company's Occupational Health and Safety procedures and any hazards in the areas they visit.



Encompass

Occupational Health

Encompass Group ensures that risks to employees' health are minimised or eliminated, and employees' health status is considered before allocation of tasks and following any significant change in health status.

Risk Assessments

Locations where Encompass Group employees are working have hazard/safety risk assessments conducted to outline the degree of risk associated with an activity. From this, an action plan is developed in order to address the risks identified, with Risk Assessment Reports clearly displayed upon entering an area.

Hazardous Substances

The use of hazardous substances is managed to ensure that its application, toxicity and volume are kept to a minimum. Hazardous substances including waste will be handled and disposed of in accordance with best practice.

Personal Protective Equipment (PPE)

Suitable Personal Protective Equipment will be provided where appropriate to protect employees from foreseeable health and safety risks. Employees, visitors and contractors are expected to use the Personal Protective Equipment provided.

First Aid

Encompass Group has provisions in place for an appropriate level of first aid skills and first aid supplies.

Investigating and Reporting Accidents

Encompass Group investigates accidents and takes appropriate and timely actions with view to prevent reoccurrences. Accident statistics will form part of business performance reviews and will be used to help develop the Occupational Health and Safety management system.



Encompass

Work Environment and Ergonomics

Encompass Group ensures that working environments and work equipment where reasonably practicable is designed to promote safe and healthy working practices to prevent and control injuries arising from repetitive movements or constrained posture.

Emergency Evacuation

Encompass Group ensures employees are trained in safe evacuation and that this is practiced as determined by the business continuity/disaster recovery plan and visitors are aware of emergency procedures.

Driving

Encompass Group will ensure that the safety risks associated with business driving and on site traffic management are understood and appropriately controlled.

Hazardous Tasks

Encompass Group will ensure a permit to work is issued by an authorised and competent person for hazardous work to be carried out where the hazard cannot be adequately controlled by other means.

Noise

Encompass Group employees ensure that programmes are put in place to minimise the impact of noise on our employees and neighbours at our various working locations.