

# HEALTH, SAFETY & WELLBEING POLICY

Category	Health, Safety & Wellbeing
Type	Policy
Approved By	Chief Executive Officer
Last Approved Revision	August 2021
Responsible Officer	General Manager People and Performance
Next Review Date	August 2023

## 1. POLICY

Horizon Energy Group's policy is embodied in our safety vision of ACT SAFE, WORK SAFE and LIVE SAFE. All employees and contractors are required to behave in a manner that is safe, follow all required policies and procedures that represent best practice such that we are all able to go home safely at the end of every day.

In meeting this commitment, everyone at our workplace will:

- Look after their own safety and the safety of other people
- Be empowered to stop work if its not safe to undertake or if they are not trained to do;
- Support better safety and wellbeing through hazard and risk management
- Not knowingly create situations where the safety and wellbeing of any person is compromised
- Follow all instructions, rules, procedures and safe ways if working. For example, wearing personal protective equipment (PPE) as required
- Proactively report incidents/accidents and near misses where safety and wellbeing have been placed at risk
- Report any pain and or discomfort
- Participate and support injury prevention and injury management programmes
- Comply, as a minimum, with all relevant legislative requirements

The Company and our managers will:

- Develop and periodically review health and safety objectives, which form part of the Strategic Plan
- Where applicable provide safe equipment to use
- Create a safe working environment throughout the organisation
- Proactively undertake hazard and risk assessments to identify what could harm the safety and health of workers and others
- Engage all our people to work together to plan for improved safety and wellbeing:
  - engage with workers and their representatives on health and safety matters that may directly affect them
  - have worker participation practices that give workers reasonable opportunities to participate effectively in improving health and safety on an ongoing basis. This includes actively supporting our Safety Improvement Groups and ensuring that they include worker representatives and unions
- Find out what caused incidents and injuries and prevent them from happening again
- Support the rehabilitation of any person injured or made ill within the workplace
- Ensure contractors and sub-contractors have safe ways of working
- Develop and continuously review systems, procedures and controls to minimise or eliminate risk, prevent work related accidents and illnesses and promote the wellbeing of everyone in the workplace
- Educate and train all employees in safe working practices

To achieve our ACT SAFE, WORK SAFE and LIVE SAFE Horizon Energy Group supports a culture of continuous improvement so that we create and influence a safe and healthy environment for everyone.



**Ajay Anand**  
 Chief Executive Officer