



Health, Safety & Environment NON NEGOTIABLES Policy

The first priority of the APA Group is to provide you with a workplace that is free from harm. There is nothing we do that is so important that we need to put people's safety at risk or cause harm to the environment. People are not expected to do anything that may cause harm – ever. That's why we have rules and processes in place to protect you.

For your own safety and the safety of those around you, APA Group has developed the following Health, Safety & Environment (HSE) NON NEGOTIABLES. The intent of these HSE Non Negotiables is to provide clear expectations of behaviour and to eliminate unsafe choices.

The HSE Non Negotiables are a mandatory employment requirement for all employees and contractors.

Any issues preventing compliance with the Non Negotiables must be brought to the attention of your Leader to enable the business to provide you with a safe working environment and the implementation of suitable corrective actions.

Failure to comply with any or all of the non negotiables could result in injury, illness, environmental harm or even death. Not doing something about a HSE Non Negotiable breach will not be tolerated.

Breaches of the HSE Non Negotiables will result in APA management conducting an investigation into not just the actions of the person who has breached the Non Negotiables but also into their supervisors and associated systems and processes. Disciplinary action with possible termination of employment may occur.

Adherence to the Fatal Risk Protocols

- The Fatal Risk Protocols shall be implemented to their fullest at all APA sites.
- All staff and contractors shall comply with all aspects of these Protocols at all times.

Incident and Hazard Management

- All work related injuries, incidents, hazards and near misses shall be reported within required timeframes.
- An appropriate level of investigation shall be completed in the specified timeframe and suitable corrective actions implemented.

Work Permits

- All persons undertaking a hazardous job shall follow the APA permit system process.
- Control measures for all identified hazards shall be in place before and during the job to which they apply.

Personal Protective Equipment

- Personal Protective Equipment shall be worn or used where specified.
- Personal Protective Equipment shall be stored and maintained in good condition, and replaced as necessary.

Competency, Licences and Training

- All persons shall have a level of competency appropriate to the task being performed by them.
- All personnel shall hold the relevant qualification or licence for the equipment being operated by them.

Plant, Tools and Equipment

- Tools and Equipment shall be in good working order, fit for purpose and tested or calibrated (where required) to the relevant standard.
- Out of service equipment shall be removed from service immediately and suitably tagged until repairs are carried out or the equipment discarded.

Mick McCormack - Managing
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