

Principle Green Machine is committed to the provision of a workplace that is safe and without risk to the health, safety and welfare of its employees.

Definition In making this commitment Green Machine recognises that no demands for work output will be placed before the health, safety and welfare of any of its employees at any time.

Guidelines **Duty of Employer**

Green Machine will provide an environment in which employees are trained and capable of managing the hazards and risks associated with lawn mowing and property maintenance activities.

Green Machine will take all reasonable care to establish and maintain a safe system of work, provide and maintain proper equipment, premises and to engage competent staff.

Green Machine shall be held accountable and responsible for their adherence to this Policy and any related procedures developed to aid its implementation. Green Machine will ensure effective implementation of any State and Federal legislative requirements.

Duty of Employee

All employees have a responsibility to contribute to the OH&S Program by ensuring that they do not place at risk or endanger themselves or any other person working in the same environment. All personnel are responsible for bringing any potential OH&S problem to the Manager's immediate attention.

When any Green Machine employee is engaged to work at a client site, it is his/her responsibility to identify and comply with the recommended OH&S requirements described in the client's workplace.

Issue Resolution

Green Machine Management will investigate any complaints by employees that a system or the environment is unsafe or is exposing them to potential hazards. Management will then implement the appropriate level of corrective action, documenting any findings.

OH&S Review

Green Machine will complete a formal review of the work environment annually, to identify any potential workplace hazards. The findings of such a review will analyse any risk exposure and to determine any appropriate actions.

First Aid

It is a legal requirement that a Safety or First aid officer be delegated in each location to ensure that in the event of any incident an employee receives immediate assistance from an appropriately trained individual.

Green Machine employees will be provided with a First Aid kit within the work vehicle provided.

Where a serious injury occurs at a work site, it is the employee's responsibility to first dial 000 and arrange for an ambulance immediately, prior to contacting the Green Machine office for notification of the event.

Rehabilitation

In the event that the employee requires rehabilitation after a workplace incident, Green Machine will provide an appropriate level of contact and support to assist in the employee's recovery and return to work.

Green Machine will maintain up-to-date Workers Compensation coverage in all locations.

Further Assistance

Green Machine will provide support and education to the employee on OH&S issues as required. Green Machine will maintain a copy of their relevant State OH&S and Workers Compensation requirements to ensure appropriate advice and support is given.