



Occupational Health and Safety Policy

In fulfilling its responsibilities, Brighter Lines will:

- Comply with all statutory rules and accepted codes and practices relating to health and safety.
- Set short and long term goals and specific responsibilities in the management of health and safety.
- Develop OH & S policies, procedures and guidelines.
- Ensure all line managers understand and take responsibility for the health and safety process in each program area.
- Provide information, instruction, training and supervision to ensure that staffs are aware of safe work practices, emergency procedures and any risks to health and safety in their work environment.
- Consult with staff and OH & S representative on issues relating to health and safety.

Brighter Lines will ensure that management or delegates have practical knowledge of and take responsibility for:

- Hazard identification, risk assessment and risk control.
- Health and safety legislation, regulations and recognised standards.
- Specific health and safety issues within the workplace.
- Investigation of all diseases, injuries, near misses and accidents formulate appropriate preventive action.
- Regularly monitor and review the implementation of and compliance with OH & S policies

Brighter Lines is committed to providing:

- Safe equipment and working procedures including adequate ventilation, safe electrical connections, appropriate resources, clear passageways, etc.
- Good facilities for the welfare of workers such as ergonomically sound furniture, kitchen and dining area, washrooms, first aid kit.

Gary Cole-Sinclair

Managing Director

Brighter Lines

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Next review date 01/07/2015