

B	14/04/22	TJS	RWN	Approved	First release	RWN
REV.	DATE	EDITOR	AUDITOR	STATUS	OBSERVATIONS	APPROVER
<p>Health & Safety Policy Statement</p>						
<p>Record</p>						
				Number of pages: 4		
				Number of appendixes: 0		
				PSL REC 009		
ISSUING COMPANY				DOCUMENT NUMBER		

1 Scope

This policy relates to the receiving, storing, supplying, installing, and maintaining of compressed air equipment and associated products. This relates to any of PSL Total Air Ltd premises and work carried out on customer sites.

This policy applies to :

PSL Total Air Ltd – Christchurch (Head Office)

Address: 30 Sonter Rd, Wigram, Christchurch, 8042

Phone: 03 348 3348

PSL Total Air Ltd – Nelson

Address: 410 Lower Queen Street, Richmond 7020

Phone: 0800 523 737

PSL Total Air Ltd – Southern

Phone: 0800 523 737

PSL Total Air Ltd – Timaru

Phone: 0800 523 737

2 Reviews and Improvements

This policy is subject to continual improvement and will be reviewed by the health and safety committee every 12 months.

3 Internal and External Factors

3.1.1 General Factors

- Government Legislation
- Customer Health and Safety Site Requirements
- Company Culture
- Company Health and Safety Policy
- Supplier Health and Safety Recommendations for product and service
- ISO45001/2018
- Worksafe Guidelines
- Industry Best Practice

3.1.2 Specific Legislation and Regulations

- Health and Safety at Work Act 2015
- Health and Safety at Work (General Risk and Workplace Management) Regulations 2016
- Health and Safety at Work (Worker Engagement, Participation, and Representation) Regulations 2016
- Health and Safety in Employment (Pressure Equipment, Cranes, and Passenger Ropeways) Regulations 1999

4 Commitment to Health and Safety

4.1 Health and Safety Policy Statement

Management commitment

Managing director Robert Norriss has signed our health and safety policy, demonstrating the commitment of management to the health and safety of people working or involved with our organisation. The policy outlines the duties of management and employees.

Health & Safety Policy Statement

As an Employer we are committed to taking all reasonably practicable steps to provide a healthy and safe working environment for our employees, contractors, sub-contractors and visitors.

To ensure a safe and healthy work environment, we will develop and maintain a health and safety management system. Specifically, we will:

- Proactively identify and eliminate all hazards / risks associated with the work we carry out in our workplace. We will take all practicable steps to eliminate these hazards to prevent injury or damage.
- Ensure all employees are aware of the hazards in their work area and are adequately trained.
- Inform all employees of emergency and evacuation procedures.
- Provide, monitor and maintain systems for the safe use, handling, storage and transportation of plant and substances.
- Record all incidents and accidents in our workplace and take all practicable steps to prevent these events from happening again.
- Carry out planned self-inspection to monitor health and safety issues.
- Ensure all employees are involved in the H&S processes and can share information with H&S Teams to enable effective engagement & participation in lifting H&S standards in their workplaces, including risk register reviews, risk assessments & development of SOPs.
- Actively encourage people to report any pain or discomfort early on.
- Provide a treatment and rehabilitation plan that ensures a safe, early and durable return to work.
- Promote a system of continuous improvement – this includes reviewing policies and procedures each year.
- Audit H&S Systems to ensure effectiveness & provide feedback & improvement ideas back to Managers.

- Set health and safety objectives and performance criteria for all managers and work areas.
- Meet our obligations under the HSWA and any relevant standards or guidelines.

Every manager or supervisor has a responsibility for the health and safety of employees working under their direction.

Every employee is expected to share in this commitment to health and safety in the workplace by:

- Observing all safe work procedures, rules and instructions.
- Reporting any pain or discomfort early on.
- Taking an active role in the company's treatment and rehabilitation plan, to ensure an "early and durable return to work".
- Ensuring all incidents, injuries and hazards are reported to the appropriate person.

Signed:  Date: 14-4-2022

(Managing Director)