



SAFETY POLICY STATEMENT

R-GRIP'S values the safety of its employees, subcontractors and visitors. Consequently you will be asked to comply with our safety standards while working on any of our sites. **R-GRIP'S** site manager or foreperson will assist you in learning these standards. It is vital that you understand and abide by them.

SAFETY IS AN ISSUE TO BE OBSERVED AND ACTIONED BY ALL PERSONNEL

The purpose of **R-GRIP'S** policy is to ensure the following:

Protection of all employees, subcontractors and visitors by ensuring our sites are free from potential workplace hazards.

Take steps to minimise the likelihood of harm arising from such hazards by providing a safe and healthy working environment in conjunction with adequate safety clothing and equipment used to prevent injury and harm.

Establish systems to develop the safety awareness of our company. This shall include training, accident investigation and reporting plus the development of emergency procedures including provisions for site evacuation.

The Health and Safety at Work Act 2015 requires employers to actively manage health and safety issues with special emphasis on identifying existing and new workplace hazards. This is to be carried out in conjunction with the employees. **R-Grip** endorse the recommendation that all employees address any issues of concern directly to the management including site managers so that hazards can be eliminated or reduced. All employees are encouraged to discuss any applicable situations with their supervisor. It must be noted that the act requires all employees, subcontractors and self employed persons to take all practicable care to ensure their own safety at work and to ensure that their action or inaction does not harm anyone else.

The hazard identification and safety provisions of **R-Grip's** Health and Safety Policy have been extracted from both the company's former experience and the applicable sections of the Guidelines provided by Worksafe NZ.

It is imperative that all persons entering or working on a site:

**REPORT ALL DANGERS IMMEDIATELY
TAKE STEPS TO MINIMISE ANY RECOGNISED HAZARDS
KNOW THE PLACE OF EVACUATION**

The Health and Safety goals and commitments of **R-GRIP'S** are to be found in the following section titled "Health and Safety Commitments"

Policy statement prepared by C McKeown, Director
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HEALTH AND SAFETY COMMITMENTS

As noted in our Safety Policy Statement, **R-GRIP** is committed to protecting all employees, associates and the public from health and safety hazards associated with our business. In an endeavour to do this, senior management of the company have set up a system for executing, monitoring and measuring our performance in this regard on a yearly basis. The following briefly summarises this system:

1. Health and Safety Responsibilities

All staff and associates of **R-GRIP** are encouraged to participate in improving the health and safety record on our sites. Certain responsibilities have been assigned within the company to achieve this as follows:

Directors and Project Managers

The overall establishment and operation of **R-GRIP** Health and Safety system rests with the senior management of **R-GRIP**. All directives, instructions and variations to the policy will be issued at management level, though input into these is encouraged by all staff. Senior management will identify specific problems for staff to action and also direct any training programs to be implemented. Monitoring of the system in action will happen periodically with meetings organised with site staff to ensure compliance

Forepersons

Monitor all activities at site level. This includes responsibilities for site, staff, subcontractors, visitors and protection of any areas accessible by the public. An important aspect of this is the control of hazard identification procedures and the holding of “tool box” meetings where site staff are briefed on the latest directives and systems appropriate to our policy. A flow chart showing the overall safety monitoring system is issued to each site. The foreperson is also responsible for the supervision of site staff, and hence the staff’s responsibility to carry out their duties safely in addition to periodic safety inspections.

Site Staff

Control of their own working conditions to ensure all operations are carried out in a non-hazardous manner. Emphasis placed on recognising potential hazards and eliminating or minimising them. All hazards are to be reported to the foreperson or safety supervisors. It is the site staff’s individual responsibility to be aware of the following items:

- a. That they have the training to carry out an assigned duty.
- b. That they are familiar with safety procedures and precautions associated with the assigned duty i.e., the wearing of protective clothing and protection of surrounding area from hazardous activity.
- c. That any hazardous areas or action be identified to the foreperson or safety supervisor.
- d. Reporting any circumstance that could cause injury or a hazard.
- e. Attend periodic safety meetings on site to discuss site conditions.

**ALL PERSONNEL HAVE THE RESPONSIBILITY TO ENSURE A SAFE
WORKING ENVIRONMENT FOR EVERYONE.**

2. Annual Health and Safety Goals:

R-GRIP monitor and record all accidents, incidents and near misses for a year on the Accident/Incident register. Days taken off work as a result of an accident are also recorded. These are compiled into an Accident Statistic form so that comparisons can be made year on year.

3. Staff Training:

As statistics from our health and safety records are gathered, these will be compiled in the reports shown on Page 69 of this manual. These statistics will show areas that must be improved on to meet the company's desired health and safety goals. Each of these areas to be improved on will be the subject of site training seminars.

The company will either provide trained staff or outside personnel to carry out this training.

4. Monitoring the Health of Staff:

R-GRIP will monitor the health of staff in two key areas. These are OOS and Hearing and these have been selected because they have been identified as the two types of injury that occur from long term employment in the construction industry.

OOS type of injuries will be monitored on an employee by employee basis. Any employee showing consistent time off work from OOS injuries will be consulted with to determine remedies to their problems. The hearing of all staff will be tested periodically to check for any deterioration.