



Work Health and Safety Policy

Date Issued:	1 st June 2015		
Doc No.	WHSMS001	Revision	5
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Last Reviewed	3.2.2020		
Next Review:	3.2.2022		

Hume Doors & Timber Pty Ltd aspires to Zero Harm to our people, contractors, visitors, customers and the community in which we operate. We have an overriding commitment to health and safety and we will not compromise our safety values.

Hume Doors & Timber is a 100% Australian owned timber door manufacturer and supplier of timber products. Our strategy and goals support the Work Health and Safety (WHS) Accountability and Responsibility Procedure WHSMS004, and the series of other procedures contained within the Hume Doors & Timber Work Health and Safety Management System. This Work Health and Safety Policy details how we will manage health and safety within Hume Doors & Timber and any subsidiary companies.

We have developed, implemented and will maintain an effective Work Health and Safety Management System (WHSMS) that will:

- Create and foster a positive health and safety culture where health and safety are considered to be an integral part of our business;
- Provide safe and healthy working conditions to prevent work-related injuries and ill health;
- Provide clear expectations to all personnel to engage and comply with the WHSMS;
- Identify, assess and manage health and safety risks in order to eliminate hazards and reduce risk through risk assessment including but not limited to risks such as traffic management, manual handling, forklift operations and emergency management;
- Ensure that all incidents are reported and investigated with learning's actioned, implemented and shared;
- Seek to continuously improve the health and safety management system through rigorous examination of all activities, practices and incidents;
- Ensure ongoing monitoring, review and auditing of the WHSMS;
- Fulfil relevant legislative, regulatory and other requirements including Work Health & Safety Act 2011, Work Health & Safety Regulations 2017, Codes of Practice and for branches which have achieved certification, Australian Standard AS/NZS 4801 (transitioning to ISO 45001);
- Exceed Hume Doors & Timber's standards and guidelines;
- Establish measurable objectives and targets to facilitate continual improvement which will be outlined in the WHS Strategy and associated plan;
- Provide appropriate information, instruction, training and supervision;
- Consult openly with, and promote participation of workers (and where they exist workers representatives) to enhance the effectiveness of the WHSMS and increase awareness;
- Effectively implement this Policy through a process of consultation, communication, continual improvement and culture change;
- Communicate this policy through worker inductions, contractor inductions and through display on the company website.

This policy will be reviewed every two years to ensure it remains relevant and appropriate.

Signed: _____

Russell Buckley
Managing Director

Dated: _____

3-2-2020