



**WALKER, NEWMAN &
ASSOCIATES PTY LTD**
COMMUNICATIONS CONSULTANTS

Health, Safety & Environment



Health, Safety and Environment – Policy Statement

Walker Newman and Associates Pty Ltd recognises its moral and legal responsibilities under legislation to provide a safe and healthy work environment and to uphold the highest standards with respect to environmental impact.

We follow this policy because it is the right thing to do, not because we feel obligated.

What we will do

The general wellbeing of our staff is our number one priority. We treat each person as an individual and take in to consideration personal circumstances in decisions we make.

Our policy commitment means that we will:

- Provide a safe and healthy workplace and working conditions for all, including employees, contractors, customers and visitors.
- Provide training to enable all employees to work safely.
- Comply with all relevant legislation and industry standards.
- Ensure that employees and subcontractors are appropriately trained, appropriately skilled, fit for the task and provided with all of the relevant information necessary to complete their work safely and without damage to the environment.
- Consult with customers, staff and subcontractors where relevant to enhance the effectiveness of procedures.
- Conduct investigations into all HSE incidents, including near misses.
- Ensure that appropriate return to work programs are in place.
- Conduct regular reviews and evaluations of the HSE systems in place.
- Follow all HSE requirements of our customers.
- Where our customers do not specify the HSE requirements for a particular project, we will apply industry best practice processes, determined from our experience.

- Not tolerate bullying, aggressive behaviour or discrimination, either towards our staff or instigated by our staff.
- Be sensitive to the issue of mental health. This includes a full spectrum of conditions ranging from stress, anxiety, feelings of isolation, depression and suicidal thoughts.
- Be cognizant of the major risk factors associated with the nature of the work we do, specifically: fatigue, driving, working in extreme (hot) temperatures, working on sites which we are not intimately familiar with. We will ensure that our personnel are aware of, and prepared for, these and other project specific risks.



What our staff are expected to do

While at work, all staff – irrespective of their position – will:

- Not commence an activity until they are sure that it can be undertaken safely.
- Take reasonable care to ensure good HSE procedures are implemented at all times.
- Identify and support measures to eliminate or minimise unsafe conditions and/or environmental impact.
- Assume personal responsibility for their own safety and for those of other work colleagues by always operating in a safe and appropriate manner.
- Report all HSE incidents, including near misses.
- Communicate openly on all issues with WNA management.

Authorised by: **Rick Newman, Director**

28th April 2016, Rev 1

A handwritten signature in blue ink.

Health, Safety and Environment – In Practice

Safety

As we prefer to work as an integral part of our clients' organisations, we always comply with our clients Occupational Health, Safety and Environmental policies.

Our staff have extensive backgrounds in **mining, oil and gas** and other large corporate enterprises, and have inherited strong Health, Safety and Environmental cultures brought about by significant cultural changes within those industries and enterprises over the last 20 years.

Since Incorporation in 1995, WNA staff have worked 450,000 hours (to 30/6/2015) with zero (0) fatalities, zero (0) Lost Time Injuries and one (1) Medically Treated Injury (being a slip/trip/fall category).

Environment

WNA is a conservative organisation, with mature flexible staff who adapt readily to the changing requirements of the industries in which we work. For the same reasons our Safety record is unblemished, our Environmental record is equally first rate.

