

QUALITY, SAFETY AND ENVIRONMENTAL POLICY

1 Purpose

- 1.1 Lifeline South East (SA) Inc. (LLSE) is committed to conducting its business in a way that provides quality of products to customers, causes no harm to the safety of workers and visitors, and has no unforeseen impacts to the environment.
- 1.2 Our aim is to provide a working environment which supports a safe and healthy work-life balance, for all workers of LLSE through the promotion of a positive and proactive culture.
- 1.3 LLSE will undertake to continually develop, implement, and measure workplace behaviour in order to improve output, increase awareness of workplace safety, and minimise our environmental impact.

2 Scope

- 2.1 LLSE approach to the Quality, Safety & Environmental Policy (*the Policy*) is pertinent to all our management operating systems and their related procedures, and is applicable to the person(s) conducting a business or undertaking (PCBU) at LLSE, including Board Members, workers, volunteers and visitors.
- 2.2 Those who are in leadership and/or supervisory roles at LLSE have a core responsibility to uphold and demonstrate leadership and direction in relation to *the Policy* principles.

3 References

3.1 Legislation

- 3.1.1 *Work Health & Safety Act 2012 (SA)*
- 3.1.2 *Work Health & Safety Regulations 2012 (SA)*
- 3.1.3 *Environmental Protection Act 1993 (SA)*
- 3.1.4 *Environmental Protection Regulations 2009 (SA)*
- 3.1.5 AS/NZS – 4801 – Health & Safety Management Systems.
- 3.1.6 ISO 9001 – Quality Management Systems – Requirements

4 Definitions

PCBU	Person Conducting a Business or Undertaking refers to an individual, business, or organisation conducting a business.
QSE	Quality, Safety & Environment
Visitor	Any person who visits LLSE premises and is not classified as a Worker. Visitors include, but are not limited to: students, conference and function attendees, families and friends of workers and community visitors.
Worker	Any person who undertakes work for LLSE including employees, trainees, work experience students, volunteers and affiliates, outworkers, contractors or sub-contractors, employees of contractors or sub-contractors and employees of labour hire company assigned to undertake work at LLSE.

5 Policy Principles

- 5.1 LLSE believes that our QSE aspirations are achievable and we embrace our responsibility for supporting and recognising that risk is present in every action we undertake.
- 5.2 By taking the time to identify, control, and monitor these risks we reduce our mitigation to that of an acceptable level. This will be achieved through:
 - 5.2.1 Implementation, adherence and regular review of *the Policy* and its related management operating systems.
 - 5.2.2 Establishment of measurable QSE objectives and targets with assigned responsibility for their achievement, through regular monitoring and reporting to the Board of Management.
 - 5.1.3 Commitment to developed risk management principles, through the identification, implementation, and measurement of proactive and sustainable strategies aimed to reduce or eliminate work related events arising, (regardless of cause).
 - 5.1.4 Provision and maintenance of safe equipment, safe systems of work, and adequate facilities ensuring quality of product, safety and welfare of workers, and protection of the environment.
 - 5.1.5 Taking ownership of developed systems and processes, ensuring effective communication, and consultation is undertaken on all matters associated with QSE.
 - 5.1.6 Actively supporting workers by providing pertinent information, instruction and training aimed to encourage an ongoing commitment for embracing, and understanding *the Policy* principles, and their associated management operating systems.

LLSE CEO

