



ABN 35 168 742 584

OCCUPATIONAL HEALTH, SAFETY & WELFARE POLICY STATEMENT

Smethurst Recruitment acknowledges its legal obligation to provide a safe and healthy work environment in accordance with the requirements of the Occupational Health, Safety & Welfare Act. **Smethurst Recruitment** affirms that all reasonable effort will be taken in the areas of accident prevention, hazard control and removal, injury protection and health promotion to achieve a safe and healthy workplace. In the event an employee is injured at work, **Smethurst Recruitment** is committed to helping employees remain in the workforce or return to work in the shortest possible time. Safety in the workplace is the responsibility of the employer and the employee, individually and collectively. **Smethurst Recruitment's** internal and external employees are provided with information and instruction about the legal requirements of the Occupational Health Safety & Welfare Act and are fully aware that they must:

- ensure that their duties are performed safely, without risk to themselves or their colleagues; and
- comply with the safe work practices, security arrangements and emergency procedures of **Smethurst Recruitment** and, in the case of temporaries, any host employer to whom they are assigned.

Smethurst Recruitment has appointed an Occupational Health & Safety Representative and any health and safety concerns should be directed to the OH&S Representative or Branch Manager for immediate attention. Host employers are expected to create and maintain a healthy and safe system of work for our temporaries and to provide and maintain for them appropriate plant, premises and equipment. Their failure to comply with the law will result in **Smethurst Recruitment** withdrawing the services of its temporary employees.