



OCCUPATIONAL HEALTH & SAFETY POLICY

Lambron Contracting aims to develop a workplace culture across all our operations where “zero harm” is considered a core value, safe behaviour is encouraged and respected, and continual improvement is considered to be part of normal business practice.

Occupational Health & Safety is a fundamental part of Lambron Contracting, where we promote and maintain a safe and healthy working environment for all employees and contractors through the implementation of the Lambron Contracting OH&S Management Plan.

Lambron Contracting will ensure that adequate resources are made available to implement this policy and all other policies that are communicated. Across all aspects of the business, Lambron Contracting will establish measurable objectives, guidelines and minimum standards that ensure the business performs as effectively and ethically as possible.

Lambron Contracting is committed to complying and adhering to current Australian Standard, ***AS/NZS 4801:2001 Occupational Health and Safety Management System.***

Lambron Contracting is committed to;

- ensure that a comprehensive risk management process is applied across the company thus resulting in a high level of safety for persons and property;
- ensure safety issues that arise are quickly and effectively resolved;
- ensure Lambron Contracting fully complies with its legal obligations; and
- ensure appropriate training and information is provided.
- Establish and maintain best practice safety and health programs to remain compliant with this policy and maintain an alignment with ***AS/NZS 4801:2001.***
- At a minimum, comply with all relevant occupational health and safety legislation and ensure that all personnel are provided with guidance and understanding of their own OH&S responsibilities.

This policy shall be reviewed every 2 years or as legislation and or client requirements require.

A handwritten signature in black ink, appearing to read "Bill Biggs".

Bill Biggs
Managing Director
Lambron Contracting

Creation date: 25th June 2014
Revision date: 25th June 2016



ENVIRONMENTAL POLICY

AIM: "STRIVE TO MINIMISE OUR ENVIRONMENTAL FOOTPRINT"

Lambron Contracting is committed to running our business in a responsible manner to minimise impacts on the environment and to ensure the well-being of our stakeholders including the surrounding community and our employees.

We commit to continual improvement of our environmental standards by;

1. Minimising the impact on the environment, and
2. Seeking to gain a competitive advantage as a business and service provider by fulfilling the legal and regulatory license requirements and expectations of our clients.

To achieve world-class environmental performance in a sustainable manner we are committed to:

- Incorporating environmental management into all aspects of our business.
- Practising responsible stewardship by adopting world-class standards across the group.
- Proactively identifying and managing significant environmental aspects.
- Complying with all applicable legislation and other requirements to which our organisation must adhere to.
- Ensuring environmental awareness and appropriate competency among our employees and promoting environmental awareness in the community.
- Engaging with all interested and affected stakeholders towards the shared goal of improving the environment.
- Setting objectives and to determine continual improvement in environmental performance.
- This policy and associated objectives and targets will be regularly reviewed to ensure that they adequately reflect our commitment to continually improving our environmental management systems and performance.

This policy shall be reviewed at regular and planned intervals.

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Bill Biggs
Managing Director
Lambron Contracting

Creation date: 25th June 2014
Revision date: 25th June 2016



INJURY MANAGEMENT POLICY

Lambron Contracting is committed to the principle that proactive injury management and rehabilitation assistance will be provided to employees suffering from a work related injury, illnesses or disability. Our organisation is fully committed to the rehabilitation of its employees and is providing service and support to all employees who suffer from a work related injury/illness.

The aims of our Injury Management Plan are;

- That rehabilitation can be achieved without threat or loss of employment;
- That there be full communication and co-operation between all stakeholders being; employee, employer and the treating health professional;
- That there be quality backup and liaison from professionals when needed e.g. Doctor, Occupational nurse, Physiotherapist, Rehabilitation Provider, Insurer etc.

Management and staff from Lambron Contracting make a commitment to rehabilitation;

- To ensure early reporting of injuries;
- To ensure that a return to work as soon as possible following injury or illness is a normal practice and expectation;
- To provide suitable alternative duties, where practicable, after discussion with employee, health professionals and the insurer;
- To provide effective ongoing education for secondary prevention of injury.

As a minimum, Lambron Contracting will implement an Injury Management processes which is consistent with the Workers Compensation and Injury Management Act 1981, and any Code of Practice established under that Act. The assigned OH&S Coordinator is responsible in fulfilling the role of the Injury Management Coordinator and over see the workplace based injury management system.

This policy shall be reviewed at regular and planned intervals.

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Bill Biggs
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EQUAL EMPLOYMENT OPPORTUNITY POLICY

Lambron Contracting's Commitment

Lambron Contracting is an Equal Opportunity Employer and understands the importance of maintaining a work environment that is free from discrimination and harassment, including sexual harassment. We recognise that a workplace free from discrimination and harassment will inspire confidence, creativity and general wellbeing which will ultimately result in improved productivity and better delivery of service to clients.

Unlawful discrimination and harassment, including sexual harassment, will not be tolerated by us and we encourage the reporting of any alleged breaches of this policy and related procedures to management and other nominated equal opportunity officers.

Personal Characteristics Protected by the Law

In most parts of Australia it is unlawful to discriminate or harass a person in the workplace on the basis of the following characteristics or personal association with someone who has or is assumed to have, one of these personal characteristics; age, breast feeding, carer status, disability/impairment, gender identity, industrial activity, lawful sexual activity, marital status, parental status, physical features, political belief or activity, pregnancy, race, employment activity, religious belief or activity, sex or sexual orientation.

Application of this Policy

This policy applies to our direct employees or contractors, whether they are another organisations workers working within our workplace or those on-hired to our clients. This policy applies to all work within standard working hours as well as functions, events and training that are sponsored by us. Where a complaint arises during the course of an on-hired worker assignment with one of our clients we will work with our client to ensure the complaint is effectively managed and resolved.

Responsibility for this Policy

Whilst Lambron Contracting management are primarily responsible for ensuring this policy is implemented at all levels of the business, it is important that all persons covered by the agreement understand that they have an active role to play in implementation. We may assign specific responsibility for implementation and complaints resolution to employees of the company. Any person covered by this policy has a responsibility to report suspected breaches of this policy to management or other nominated equal opportunity officers.

Resolution

We are committed to resolving any complaints fairly and effectively. All complaints will be treated confidentially, fairly and consistently, and resolved as speedily as possible. Complaints shall be resolved in accordance with the Lambron Contracting Equal Opportunity Complaints Resolution Procedure and all persons covered by this policy are required to adhere to this procedure unless suitable alternative arrangements are agreed.

This policy shall be reviewed at regular and planned intervals.

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Bill Biggs
Managing Director
Lambron Contracting

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Revision date: 25th June 2016



CULTURAL HERITAGE & INDIGENOUS COMMUNITY RELATIONS POLICY

Lambron Contracting considers that social responsibilities are an integral part of business. We are committed to managing our activities in a socially and environmentally responsible manner. We believe that the building of relationships based on trust, mutual understanding and respect, is essential to Lambron Contracting's success.

Lambron Contracting demonstrates a commitment to community relations through:

- Maintaining a high level of consultation with local landholders and key stakeholders to ensure that they are aware of current and future activities.
- Protecting sites of cultural or heritage value.
- Developing and implementing a plan to provide staff with heritage site identification training.
- Ensuring that employees and contractors receive an induction in environment and community relations aspects.

Indigenous People Statement of Commitment

- Lambron Contracting is committed to developing and maintaining relationships of mutual understanding and respect with the indigenous peoples of the areas in which the company is operating or proposes to operate.
- The Company and its employees recognise and respect Aboriginal traditions, culture and heritage.
- The Company will protect heritage sites in accordance with State and Commonwealth legislation.
- We will ensure that our employees and contractors approach the Company's activities at culturally significant sites with understanding and recognition of the desire of indigenous peoples to fulfil their responsibilities within their traditional culture.
- Lambron Contracting aims to develop positive working relationships with local Aboriginal people based on respect.
- To achieve this aim the Company will, wherever reasonably feasible and appropriate, provide local indigenous groups with the opportunity to participate directly or indirectly in employment opportunities and where appropriate provide the opportunity for local indigenous businesses to tender for the supply of goods and services to the Company.

Lambron Contracting has a vision of being an active corporate citizen and a respectful advocate of indigenous economic, cultural and heritage issues.

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DRUG AND ALCOHOL POLICY

"ZERO TOLERANCE FOR ALCOHOL OR DRUG USE DURING WORK HOURS"

Lambron Contracting is committed to ensuring that the safety and wellbeing of employees and the quality of DFP work is not compromised by the presence of people under the influence of alcohol, non prescribed drugs or over the prescribed dose of prescription medication in the work place.

As part of these efforts to achieve the highest standards of safety and health, Lambron Contracting has a policy of zero tolerance for illicit drug or alcohol use, or the use of prescription medication with safety implications during work hours and zero tolerance for work being conducted under the.

Lambron Contracting recognises that alcohol or drug use will impair an individual's ability to perform work safely. It is the policy of the company to protect its employees, assets, the community and the environment in which it operates, from hazards arising from alcohol or drug misuse in the workplace. As a result, Lambron Contracting requires the performance of its immediate employees and contractors to be unimpaired by drug or alcohol misuse whilst performing work duties. Any employee found to be in breach of this policy shall be subject to disciplinary action in accordance with the procedures outlined below. Management may immediately terminate employment following non-conformance with this policy, as determined by the seriousness of the circumstances.

Drug and Alcohol Testing

Lambron Contracting will conduct four types of drug and alcohol testing of its workforce, being:

- Pre-employment testing – conducted prior to commencing employment with the company;
- Regular testing in order to obtain access to clients premises (as required by their site entry procedures);
- Random testing of individuals or the entire workforce to determine compliance with the above policy;
- Cause testing as a result of information that may suggest an employee is under the influence of drugs or alcohol. This may also include post-incident testing of an employee where drugs or alcohol is suspected to be a causative factor to an incident (i.e. loss of control of a work vehicle).

Detectable Limits

All drug and alcohol testing will be conducted by external third party health providers with analysis conducted in accordance with the relevant Australian Standard (AS 4308).

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