

Purpose

MATElec Australia is committed to providing a safe and healthy workplace for all employees, contractors, and visitors. This policy defines our intent and direction in achieving and continually improving Occupational Health and Safety (OH&S) performance in alignment with ISO 45001:2018 requirements and applicable Work Health and Safety (WHS) legislation in Australia.

Our Commitment

We recognise that the health, safety, and wellbeing of our people are fundamental to the success of our business. MATElec Australia will:

- Integrate health and safety considerations into all business processes and decision-making.
- Comply with all relevant OH&S legislation, regulations, standards, and other applicable requirements.
- Eliminate hazards and reduce OH&S risks using the hierarchy of controls.
- Provide safe systems of work, safe plant and equipment, and a safe working environment.
- Ensure all employees are competent through induction, training, and ongoing supervision.
- Encourage open communication, consultation, and participation of workers at all levels.
- Investigate incidents, take corrective actions, and implement improvements to prevent recurrence.
- Ensure emergency preparedness, first aid, and injury management processes are maintained.
- Continuously improve our OH&S management system through regular review, audits, and performance monitoring.

Roles and Responsibilities

Top Management

- Demonstrate leadership and commitment to achieving the highest OH&S standards.
- Ensure adequate resources are available to support OH&S objectives.
- Set measurable OH&S objectives consistent with the organisation's strategic direction.
- Promote a positive safety culture throughout the organisation.
- Ensure timely communication and reporting of notifiable incidents to WorkSafe and relevant authorities.

Managers and Supervisors

- Identify hazards, assess and control risks within their areas of responsibility.
- Monitor compliance with safe work procedures and practices.
- Consult with employees on safety matters and implement agreed actions.
- Ensure incidents and near misses are promptly reported, investigated, and recorded.

Employees and Contractors

- Take reasonable care of their own health and safety and that of others.
- Follow safe work practices, training, and instructions.
- Immediately report unsafe conditions, incidents, or hazards.
- Participate in safety training and consultation activities.

Implementation and Continuous Improvement

The OH&S Management System will be maintained in accordance with ISO 45001:2018 and integrated with the company's broader Integrated Management System (IMS). Management will review this policy and associated OH&S performance at least annually or when significant changes occur, to ensure ongoing suitability, adequacy, and effectiveness.

This policy applies to all MATElec Australia departments, including Drummond, Telford, and McHarry sites.

It is communicated to all workers and made available to interested parties through our company intranet, noticeboards, and external communications upon request.