This policy recognises that Marine Civil Contractors Pty Ltd is committed to and is responsible for the health and safety of all its employees in the workplace. MCC recognises that it has a duty to provide and maintain a working environment that is safe and without risks to health and wellbeing.

To meet the objectives of this policy, MCC is committed to regular discussions with employees to ensure that health and safety issues are regularly reviewed.

MCC is committed to continual improvement by:

- Reviewing its policies and procedures in consultation with its employees
- Conducting regular audits of the workplace for risks and hazards
- Reviewing the outcomes of the workplace audits and implementing an action plan (where applicable) with staff responsibilities clearly defined to control any risks or hazards
- Conduct regular management meetings

Managers and Supervisors must ensure:

- Effective communication and implementation of this policy
- Their responsibilities under the Act and Regulations are met
- Regular discussions and procedure reviews are conducted in consultation with employees
- Regular workplace audits for risks and/or hazards are conducted/assessed and controlled
- Information, training and supervision are provided for all employees by a competent person

Employees:

- Have a duty of care to their health and safety and that of others
- Must comply with health and safety procedures and directions
- Must inform their Manager/Supervisor of risks/hazards/accidents/incidents and near misses occurring at the workplace
- Must not wilfully interfere with or misuse items or facilities provided in the interest of health and safety

Visitors and Contractors must:

- Must wear correct PPE as directed by MCC staff
- Not put themselves or any of our employees at risk
- Adhere to our health and safety policy and procedures
- Not enter restricted areas without permission
- Must conform to Covid-19 directions in force as issued by the Commonwealth or Queensland Government

Management seeks full co-operation from **all** employees in achieving our health and safety objectives and targets creating a safe work environment.

Robert Jackson
CEO
Dated: 15/01/2024

John Jackson
Director

Jon Coomber
General Manager