



OUR GOAL

- to provide a safe place of work for our employees
- to ensure that our employees return home from work in the same condition they arrived each shift

THIS POLICY

- shows the commitment of ACG's management and workers to health and safety
- aims to remove or reduce the risks to the health, safety and welfare of all workers, contractors and visitors, and anyone else who may be affected by our business operations
- aims to ensure all work activities are done safely.

RESPONSIBILITIES

Management is responsible for providing and maintaining:

- a safe working environment
- safe systems of work
- plant and equipment in safe, code compliant condition
- Hygienic facilities for the welfare of all workers
- any information, instruction, training and supervision required to ensure that all workers are safe from injury and risks to their health
- our workers to participate in the identification, elimination or appropriate control of hazards and encourage continual improvement

Workers are responsible for:

- ensuring their own personal health and safety, and that of others in the workplace including the reporting of incidents, unsafe practices and conditions
- complying with any reasonable directions (such as safe work procedures, wearing personal protective equipment) given by management for health and safety
- ensuring that all plant, equipment and tooling is used as per the manufactures guidelines and industry best practice
-

We expect visitors and contractors to:

- conform to our systems and procedures whilst at our sites or premises
- be escorted at all times and follow the directions of the ACG staff

Daniel Demellweek
Australian Construction Group

Paul Chircop
Australian Construction Group

Adrian Holz
Australian Construction Group



OUR GOAL

- Minimize our environmental footprint
- Promote re-use and recycling
- Effectively manage waste and hazardous materials through licensed providers

THIS POLICY

- shows the commitment of ACG's management and workers to our environment
- aims to execute works with minimal impact to our environment
- aims to ensure all work activities are executed within regulatory guidelines

RESPONSIBILITIES

Management is responsible for providing and maintaining:

- a safe working environment
- environmental systems of work
- plant and equipment in safe, code compliant condition
- hygienic facilities for the welfare of all workers
- appropriate and adequate waste removal facilities
- hazardous goods facilities
- spill containment and management kits and procedures

Workers are responsible for:

- ensuring their works and actions comply with the systems of works
- monitoring their work environment and equipment daily to ensure it is in good working order without environmental issues
- in the event of an environmental spill, ensure all the spill is contained and reported as soon as practical
- all chemicals are stored in the correctly to the procedures

We expect visitors and contractors to:

- conform to our systems and procedures whilst at our sites or premises
- be escorted at all times and follow the directions of the ACG staff

Daniel Demellweek
Australian Construction Group

Paul Chircop
Australian Construction Group

Adrian Holz
Australian Construction Group



OUR GOAL

- Quality driven through people and performance
- Continually achieve industry best-practice, we must learn from our experiences and continue to improve our systems.

THIS POLICY

- shows the commitment of ACG's management and workers in achieving quality outcomes
- aims to remove or reduce rework and non-conformances by ensuring quality targets are set
- aims to meet client specifications through robust systems and diligent quality performance.

RESPONSIBILITIES

Management is responsible for providing and maintaining:

- a quality management system
- auditing regime to improve the system and learn from our mistakes
- correct structure, resources and expertise
-

Workers are responsible for:

- ensuring every task is performed to the standard provided
- complying with the management systems and client specifications provided
- "measure twice, cutting once". If information, equipment or materials are not available to do the job right ask supervision

CONTINUOUS IMPROVEMENT

- constantly review performance, systems and processes to ensure effectiveness
- new ideas and technology are encouraged to evolve ACG's systems

Daniel Demellweek
Australian Construction Group

Paul Chircop
Australian Construction Group

Adrian Holz
Australian Construction Group



OUR GOAL

- Provide a safe and healthy workplace and work environment
- Ensure all employees present to work in a fit for work state
- Take a positive and proactive approach towards drug and alcohol representation within and outside of the workplace

THIS POLICY

- will assist all personnel, including Supervisory Staff and Managers, to correctly identify employees or others within the workforce who may be impaired and cannot cause harm to themselves or others
- ensures all personnel who are deemed as being not fit for work are dealt with in a consistent and supportive manner
- enables the privacy of employees will be upheld throughout the identification process

RESPONSIBILITIES

Management is responsible for providing and maintaining:

- ensuring safe and healthy workplace and environment
- identifying employees who may seem to be in an abnormal state of mind, fatigued, unwell or under the influence of drugs and alcohol.
- assess and deem suitable to tend to agreed activities, whether full, partial or nil duties

Workers are responsible for:

- presenting to work in a fit state
- advising supervision of any matter which may lead to themselves or another employee not being fit for work

We expect visitors and contractors to:

- conform to our systems and procedures whilst at our sites or premises
- be escorted at all times and follow the directions of the ACG staff

Daniel Demellweek
Australian Construction Group

Paul Chircop
Australian Construction Group

Adrian Holz
Australian Construction Group



OUR GOAL

- provide early notification of incident or accident
- Pledge prompt return to work after injury
- Maintain continued contact and provide the best treatment for injured or ill employee

THIS POLICY

- makes certain injured or ill employees are treated in a professional manner to best return them to full duties
- will ensure continued consultation with Employees, Supervision, Treating Doctor, Occupational Therapist, Management to maintain informed progress and alterations to the return to work plan
- provides the method for consideration for redeployment after twenty six (26) weeks from the date of injury, where the forecast date for return to full duties is not available.

RESPONSIBILITIES

Management is responsible for providing and maintaining:

- ensuring safe and healthy workplace and environment
- providing alternate duties when required, assistance and rehabilitation, redeployment or intervention from all outside Rehabilitation Provider for employees injured within the workplace

Workers are responsible for:

Ensuring they conduct their daily activities in a safe manner and adhere to documented procedures

Participating when required to ensure their rehabilitation and return to some form of meaningful work with Australian Construction Group or another employer if suitable duties are not available

Daniel Demellweek
Australian Construction Group

Paul Chircop
Australian Construction Group

Adrian Holz
Australian Construction Group



OUR GOAL

- to provide a safe and healthy work environment for all employees, contractors and visitors.
- eliminate smoking in the workplace and prevent the risks to health associated with tobacco use and the exposure to second hand smoke.
- to provide a supportive workplace culture where health lifestyle choices are valued and encouraged.

THIS POLICY

- compliance with this policy means that all ACG buildings, grounds, work sites are smoke free including vehicles and mobile equipment owned or hired by ACG.
- applies to all employees, contractors and visitors whilst at any ACG workplace.

RESPONSIBILITIES

Management is responsible for providing and maintaining:

- communicating the smoke free policy to all personnel.
- ensuring the requirements of this policy are implemented, monitored and reviewed.
- providing quit smoking advice and information to staff who may require assistance.

Workers are responsible for:

- complying to the requirements of this policy
- not smoking within ACG owned / hired vehicles and mobile equipment
- smoking off site only during scheduled breaks
- correctly disposing of cigarette butts and associated waste
-

We expect visitors and contractors to:

- adhere to ACG's smoking policy

Daniel Demellweek
Australian Construction Group

Paul Chircop
Australian Construction Group

Adrian Holz
Australian Construction Group