

## HEALTH AND SAFETY POLICY

***“no job is so important that we are unable  
to take the time to work safely”***

Marsden Maritime Holding Ltd (MMH) is committed to ensuring a safe and healthy environment for all its employees, contractors, clients and authorised visitors to its premises.

MMH consistent aim is for zero accidents, near misses or injuries. We do not seek to merely meet our legal obligations with regards to the safety of our employees. It is our objective to ensure that the Company continues to be a safe and healthy place for our employees, contractors, clients and authorised visitors by actively encouraging participation in the safety process. MMH will take all reasonably practicable steps to implement sound health and safety practices.

This policy must be read in conjunction with other workplace policies and occupational health and safety procedures.

### **The purpose of this policy is to:**

Provide guidance to the Company and its employees about their health and safety obligations, and procedures to follow in relation to reporting hazards and incidents; and

Enable the Company to create and maintain a working environment that is safe from the hazards and risks arising from work and environment in accordance with its obligations provided for under the Health and Safety at Work Act 2015, and Health and Safety at Work (General Risk and Workplace Management) Regulations 2016, relevant codes of practice and guidelines.

The emphasis of this policy is on the management of health and safety at work. The Company recognises that successful health and safety management is best achieved through good faith co-operation in the workplace between management and employees.

### **1. MMH will lead and demonstrate it's committed by:**

- Health and safety having priority over operational business requirements and goals
- Acquiring and keeping up to date with knowledge of work health and safety matters
- Maintaining an understanding of the nature of the operations of the Company and of the hazards and risks associated with those operations
- Striving for continuous improvement in the area of Health and Safety performance by monitoring operations and through regular measurement and review of its targets, objectives, policies, procedures and processes
- Creating a strong positive safety culture
- Supporting and encouraging employee consultation, participation and representation in all health and safety matters
- Providing and maintaining a safe work environment, that is without risks to health and safety
- Providing and maintaining safe plant, machinery and equipment and structures

- Providing and maintaining safe systems of work
- Ensuring the safe use, handling, storage and transportation of hazardous substances
- Providing and maintaining adequate facilities for the welfare of workers
- Implementing methods to identify workplace hazards, assess, manage and review the risks by taking all reasonably practicable steps to eliminate or minimise significant hazards
- Monitoring the health of our workers and the conditions in the workplace to prevent illness or injury
- Providing any information, training instructions or supervision necessary to protect our workers from the risks relating to their work
- Ensuring all contractors are suitably qualified to undertake the work
- Ensuring that the prevention of injuries and illnesses is made a priority during project planning and in all operational activities
- Promoting, protecting and supporting employees' mental wellbeing. MMH recognise the experience of mental distress is common and that anyone can be affected at any stage of their lives. MMH are committed to supporting any employees experiencing mental distress
- Ensuring that Health and Safety considerations receive appropriate priority in design, operation and maintenance of all MMH owned (or leased) property and equipment
- Ensuring all persons receive appropriate training to gain a proper understanding of all applicable Health and Safety practices, Company procedures and regulatory requirements
- Training employees on the proper use of personal protection clothing, equipment and the use of safe work methods
- Ensuring there are appropriate processes in place for receiving, considering and responding in a timely manner to information regarding incidents, hazards and risks and prompt reporting and recording any accident, incident or near miss events
- Investigating all reported accidents, incidents and/or near miss events to identify all contributing factors, and ensuring all reasonably practicable steps are taken to prevent any re-occurrence by implementing corrective procedures
- Actively encouraging the early reporting of any pain or discomfort
- Supporting the safe and early return of any injured/ill worker back to work to the extent that it is reasonable to do so in the circumstances
- Verifying that the provision and use of the resources and processes stated in this policy are reviewed, revised and evaluated at regular intervals to ensure compliance and continuous improvement

## **2. Employee Responsibilities**

- To take all reasonable care for their own health and safety
- To take all reasonable care they do not adversely affect the health and safety of other persons through their action or inaction
- To comply with all reasonable instructions, policies and procedures
- To identify hazards, assess and control risks to health and safety that are under their control
- To report all hazards, near misses, accidents and incidents (events) to their supervisor in a timely manner to prevent any injuries to themselves or any other workers.
- To stop work and report any unsafe acts and conditions

### 3. Contractor Responsibilities

- To take all reasonable care for their own health and safety
- To take all reasonable care they do not adversely affect the health and safety of other persons through their action or inaction
- To comply with all reasonable instructions, policies and procedure
- To identify hazards, assess and control risks to health and safety that are under their control
- To report all hazards, near misses, accidents and incidents (events) to their supervisor in a timely manner to prevent any injuries to themselves or any other workers
- To stop work and report any unsafe acts and conditions
- To comply with the Contractor Management Policy

### 4. Policy Amendments

The Company is entitled to amend and vary its policies from time to time at the Company's sole discretion and all employees are required to observe such policies.

This policy will be reviewed annually.



Rosie Mercer  
Chief Executive Officer

15 December 2022