



## 1.2 Health and Safety Policy



MC Transport Repairs is committed to a safe and healthy working environment for everyone using the premises as a place of work or visiting on business.

Management will:

- Aim to prevent work-related injuries and ill-health
- Set health and safety objectives and performance criteria for all managers and work areas
- Annually review health and safety objectives and managers' performance
- Encourage accurate and timely reporting and recording of all incidents and injuries
- Investigate all reported incidents and injuries to identify all contributing factors and, where appropriate, formulate plans for corrective action
- Actively encourage the early reporting of any pain or discomfort
- Provide treatment and rehabilitation plans that ensure a safe, early and durable return to work
- Identify all existing and new hazards and take all practicable steps to eliminate or minimise the exposure to any hazards
- Ensure that all employees are made aware of the hazards in their work areas and are adequately trained so they can carry out their duties in a safe manner
- Encourage employee consultation and participation in all health and safety matters
- Ensure that all contractors are actively managing health and safety for themselves and their employees
- Promote a system of continuous improvement, including annual reviews of policies and procedures
- Meet legal obligations as specified in the legislation, codes of practice and any relevant standards or guidelines
- Provide adequate facilities and a safe working environment for workers carrying out work for the company
- Every manager, supervisor or foreperson is accountable to the employer for the health and safety of employees working under their direction.

Each employee is expected to help maintain a safe and healthy workplace through:

- Share in the commitment to health and safety
- Following all safe work procedures, rules and instructions
- Properly use all safety equipment and clothing provided
- Reporting early any pain or discomfort
- Taking an active role in the company's treatment and rehabilitation plan, for their 'early and durable return to work'
- Reporting all incidents, injuries and hazards to the appropriate person

John Mason  
**Managing Director**  
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