

Purpose

Safety is fundamental to Multhana Property Services core business as it underpins our operations and commitment as an organisation and is viewed as one of the highest priorities in the company as we endeavour to further develop our Safety culture with all workers.

Multhana Property Services will sustain a safe working environment and promote the positive safety culture of our employees and contractors. Multhana Property Services is committed to meeting its obligations under the Work Health & Safety Act, Regulations and associated legislation. The company has established measurable objectives and targets that are focused on a cycle of continual improvement. Our objective as a business is to eliminate work related injuries and incidents, to maintain the benchmark for compliance and meet all legislative obligations.

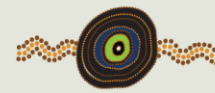
Application of Policy

This policy applies to all workers (whether full-time, part-time or casual) and all persons, including contractors, performing work at the direction of, or on behalf of Multhana Property Services, and all Multhana Property Services workplaces, managed sites and venues at which our workers and contractors are performing work.

Multhana Property Services Health and Safety System

The Workplace Health and Safety system relates to all aspects of health and safety including the:

- Defined WHS responsibilities;
- Exercising due diligence;
- Health and safety training and education;
- Adopting a risk management approach to manage health and safety risks;
- Emergency procedures and drills;
- Workplace inspections;
- Incident/accident reporting; and
- Management of all work-related injuries and events.



Multhana Property Services Health and Safety Objectives

The WHS objectives are:

- To provide a safe and healthy work environment for all our workers, contractors and visitors;
- To communicate and consult widely with our workforce, involve our workers in working groups and open forums and benefit from their participation in reviews and their contribution of ideas and improvement of safety and safe work practices in the workplace;
- To provide safe systems and methods of work that are reviewed and maintained as current;
- To undertake reviews, audits and inspections – to ensure compliance and continually improve and evolve;
- To identify, eliminate or reduce hazards and risks to health and safety through effective reporting and acting to ensure controls are effective;
- To continually monitor and improve workplace health and safety;
- To learn from lessons and communicate widely;
- To meet our KPI and reporting obligations;
- To provide skills, education and training resources to enable and prepare our workers; and
- To comply with all relevant laws, rules, standards and codes of practice with workplace and industry standards.

Management Responsibilities

All Managers and Supervisors are responsible and accountable for the safety of workplace participants, contractors and company property under their control so far as reasonably practicable. Managers and Supervisors are responsible for ensuring all policies, procedures, safe work policies and safe work procedures are followed at all times.

Managers and Supervisors will prepare, communicate and implement safety plans, safe work practices including safety training to all employees, contractors and sub-contractors. They will consider safety as the prime factor when designing and implementing all safe work systems.

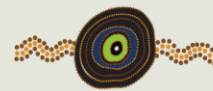
Workers Responsibilities

All workers are required to comply with health and safety legislation and Multhana Property Services policies and procedures by taking reasonable care that their acts or omissions do not adversely affect their health or safety and that of other persons.

Workers must report all hazards and incidents to their supervisors as soon as practically possible to ensure their own health and safety and that of others in our workplace, including contractors and third parties.

Contractors

All contractors engaged to perform work for Multhana Property Services are required to comply with the health and safety legislation as amended from time to time, the policy, programs and procedures of Multhana Property Services as they relate to workplace health and safety and to observe all directions on health and safety given by Multhana Property Services management or delegates.



Performance Improvement

Multhana Property Services:

- Encourages participation and team problem solving at all levels to review, amend and establish safe systems of work.
- Requires timely and accurate reporting to enable and assist in the investigation and ultimate resolution of incident. We must take every opportunity to learn and grow as an organisation.
- We will communicate regularly with our employees, contractors and clients on safety issues and performance.
- We will measure our safety and performance against like businesses and against the industry standards.
- Safety performance is further measured in annual performance reviews.

Directors Expectations

The expectation of all managers and staff is:

- To be involved and contribute to safety with ideas and input into policy, procedures and processes;
- To be prepared to act to ensure safety on-the-job and in the workplace; and
- To communicate and be engaged in the company growth, development and continuous improvement.

Joe Wallace
Managing Director
4th January 2024