

## Health and Safety Policy

### Policy statement

The Company recognises its moral and legal obligation to provide a safe and healthy work environment and will strive to meet this obligation at all times. We will achieve this by setting clear expectations, responsibilities and accountabilities for all company stakeholders, promoting safe working practices, the identification and control of workplace hazards, and by gaining the commitment to safety from all our employees.

### Definitions

**The Company** refers to UPG, SITECH Construction Systems, BuildingPoint and DataHawk.

**Employee** means any fulltime, part-time, or casual employee, contractor or board member of the Company.

**Hazard** is any source of potential damage, harm or adverse health effects on something or someone under certain conditions at work.

### Guiding principles

Under the WHS Act 2011 all employees, whatever their position in the company, have duties and responsibilities. This policy aims to inform all stakeholders of their duties and responsibilities with the goal of achieving a safe and healthy workplace.

### Responsibilities

#### The Company will:

Ensure the health and safety of employees, customers and visitors by, so far as reasonably practicable, eliminating or minimising risks at the workplace.

#### Managers will:

- implement this policy
- follow agreed procedures for regular discussion between managers and employees
- ensure workplace hazards are identified and risks assessed and controlled
- ensure regular workplace inspections are conducted
- provide information, training and supervision for employees in safe work practices
- provide effective injury management and rehabilitation where required

**Employees:**

- have a duty of care to ensure that they work in a manner that is not harmful to their own health and safety and the health and safety of others.
- will comply with safety procedures and directions
- will follow all reasonable instructions
- will not wilfully interfere with or misuse items or facilities provided in the interest of health and safety.
- will report all hazards, accidents and near misses

**Visitors must:**

- not put themselves or any of our employees at risk
- abide by our safety policy and rules
- not enter restricted areas without permission.

**Variations**

The Company reserves the right to vary, replace or terminate this policy from time to time.

Authorised By: Chief Operating Officer

Name: Adam Bright

Signature:

A handwritten signature in black ink, appearing to be 'AB', with a long horizontal stroke extending to the right.

Date: 6 March 2015