



Health and Safety Policy

Introduction

ICC Cleaning is committed to ensuring that our workers are protected from harm from hazards and risks arising from the work they perform. Our aim is to do so by identifying, assessing, eliminating or minimising risks arising from the work that our workers perform.

We all need to work together to ensure the health and safety of those in the workplace. The requirements of the Health and Safety at Work Act 2015 must be adhered to by all persons on ICC Cleaning property and on ICC Cleaning's client premises.

With that in mind we have taken steps to establish an ongoing health and safety programme that will:

- 1 *Provide and maintain a work environment that is, as far as reasonably practicable, without risks to health and safety;*
- 2 *Provide and maintain safe systems of work;*
- 3 *Provide adequate facilities for the welfare of our workers in carrying out the work that they are required to perform and ensuring access to those facilities;*
- 4 *Provide training, information, instruction or supervision as necessary;*
- 5 *Ensure that the health of our workers and conditions at our workplace are monitored for the purpose of preventing injury or illness of our workers.*

Purpose

The purpose of this policy is to:

- (a) Ensure compliance with the Health and Safety at Work Act 2015 ("the Act");
- (b) Encourage our workers to use safe practices;
- (c) Show that we take our health and safety responsibilities seriously;
- (d) Highlight the hazards and risks arising from the work we require our workers to undertake; and
- (e) Explain to our workers how hazards and risks need to be managed.

Definitions

Before we detail how hazards and risks are to be managed some key terms need to be defined.

- (a) “*Worker*” - you are a worker as a “worker” includes employees, contractors, subcontractors, an employee of a contractor or subcontractor, an apprentice or person gaining work experience and a volunteer.
- (b) “*Workplace*” means a place where work is carried out, or is customarily carried out and includes any place where you (as a worker) goes, or is likely to go, while at work.
- (c) “*Notifiable injury or illness*”, means an injury or illness that requires someone to have immediate treatment, for example:
 - (i) Amputation;
 - (ii) Serious head injury, eye injury or burn;
 - (iii) Degloving or scalping of the skin;
 - (iv) A spinal injury;
 - (v) Loss of bodily function; or
 - (vi) Serious lacerations.

Please do not hesitate to contact us 09 520 3240 if you require a copy of all our Health & Safety Policy information.