



# Occupational Health and Safety Policy

Novel Tees is dedicated to supporting the health, safety, and welfare of all our employees and those impacted by our operations. We are committed to enhancing workplace health and safety through a planned, systematic approach to Occupational Health and Safety (OH&S), which includes risk management and consultation.

Our commitments include:

- **Compliance:** Adhering to ISO 45001 standards and all relevant OH&S legislation, regulations, codes of practice, and guidelines.
- **Hazard Elimination:** Identifying and eliminating hazards and reducing OH&S risks.
- **Measurable Objectives:** Setting and pursuing measurable objectives and targets to eliminate work-related injuries and illnesses.
- **Policy Communication:** Documenting, implementing, and effectively communicating our OH&S policy to all employees.
- **Policy Review:** Regularly monitoring and updating our policy in line with legislative and organizational changes, or as needed.
- **Training and Supervision:** Providing adequate training, information, instruction, and supervision to ensure safe work practices for all employees and visitors.
- **Incident Reporting:** Recording and reporting all accidents, hazards, and near misses, and conducting thorough investigations to identify causes.
- **Safe Environment:** Maintaining a safe working environment by promptly reporting hazards or unsafe practices to supervisors or managers.
- **Immediate Reporting:** Ensuring immediate reporting of all workplace injuries, near misses, and work-related illnesses to managers.
- **Continuous Improvement:** Continuously improving our OH&S system.
- **Worker Consultation:** Engaging workers at all levels in the development, planning, implementation, performance evaluation, and enhancement of the OH&S Management System.

By adhering to these principles, Novel Tees aims to create a safe and healthy workplace for everyone.