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Air Conditioning Services (NZ) Ltd is committed to provide and maintain a work environment and systems of work that are safe and without risk to health and wellness of its workers, includes contractors and visitors. Our safety vision is to ensure that **“NO BODY GETS HURT”** when working for Air Conditioning Services.

It is Air Conditioning Services policy that a Director is the Nominated Officer for the PCBU, and is responsible for the implementation and monitoring of this policy. Directors of Air Conditioning Services are directly responsible, to set health and safety objectives and will be held accountable for ensuring that all reasonably practicable steps are taken so that all workers under their supervision:

- ▣ Observe, implement and fulfill the companies statutory obligations with the Health and Safety at Work Act 2015, Regulations, other policies and mandatory standards that support and facilitate injury management and prevention;
- ▣ Establish a Health and Safety Committee and/ or appoint a Health and Safety Representative to deal with health and safety matters and consult with them on ways to recognize, evaluate, risk assess and control workplace hazards;
- ▣ Investigate the circumstances of specific injury events and near-misses, accurately report and record. Analyse this information as a means of identifying opportunities for prevention and implementing the hazard management programme using safe work method statements (SWMS's);
- ▣ Conduct audits and evaluations as prescribed to verify that safe work methods are being consistently complied with;
- ▣ Rehabilitate workers injured at or away from work.

Workers are expected to co-operate in the objectives of making this a healthy and safe place in which to work by:

- ▣ Carrying out safe work practices to ensure that no action or inaction causes harm to any other person or themselves while at work;
- ▣ Support and assist in the development of health, safety and wellness initiatives;
- ▣ Where safety equipment is provided to ensure it is used correctly and at all times;
- ▣ Report any accident, incident (includes near misses) or hazardous condition and assess its risk and comply with all safety instructions and procedures.

Our health and safety management systems provide a framework for setting targets, measuring performance and reporting results. We will employ these systems to achieve continual improvement in our overall health and safety performance.

This policy will be reviewed annually in conjunction with the ACS Health and Safety Committee and its Directors.

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(PCBU Nominated Officer - Director)

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(Date)