

Health and Safety Policy

Accordant Group is committed to:

- The Health and Safety of all our people in our offices and our clients' sites
- A belief that the Health and Safety of our people is paramount and that every person should go home in the same condition when they left for work
- The protection of our people, and others with whom they work, from injury or illness; and has robust Health and Safety practices
- To continuous improvement in Health and Safety and working closely with our clients to comply with the current Health and Safety legislation, safe operating procedures, codes of practices and guidelines

We have the following objectives:

- To encourage everyone at Accordant towards a strong Health & Safety culture
- To ensure Accordant is an industry leader in New Zealand in Health and Safety and in looking after our people
- To reduce the number of incidents and injuries to our people, and increase the number of near miss reports
- To ensure Accordant has the right people for the job, who are fit and competent to do the assigned work

To meet these objectives Management will:

- Ensure people are suitability trained, inducted and informed to equip them for the various roles that we have people working in across New Zealand
- Take active responsibility for Health and Safety standards in the workplace and conduct regular assessments of our Health and Safety performance
- Encourage everyone to report any unsafe acts or behaviours without fear of reprisal, both within Accordant and on client sites
- Partner with clients to ensure a safe workplace for our employees by; undertaking site specific hazard identification, ongoing monitoring and having regular safety engagement meetings
- Promote Worker Participation in Health and Safety by providing an opportunity for feedback and suggestions in regard to our Health and Safety Policy and practices
- Ensure that all Managers and Consultants who are responsible for the safety of others are appropriately trained
- Drive continuous improvement by identifying annual health and safety KPIs
- Ensure that the commitment for Health and Safety from senior management is recognised through monthly reporting, and quarterly management health and safety committee meetings
- Conduct monthly (bi-monthly for office-based roles) Health and Safety meetings with representatives from all areas of the business to review and evaluate health and safety
- Recognise excellent Health and Safety practices from our people
- Maintain accurate and timely reporting and recording of all workplace incidents, including near misses, supporting the safe and early return to work of injured workers
- Ensure everyone is treated with dignity and respect

Everyone at Accordant will:

- Take responsibility for our own and the safety of others seriously
- Never work under the influence of alcohol or drugs
- Call people out if we see someone behaving unsafely
- Wear personal protective equipment and clothing (as required)
- Report any incident, including near misses as soon as they occur, to ensure Accordant can rectify the issue and provide relevant medical treatment and injury management

Signed:



Simon Bennett: Chief Executive Officer

Date:

1 December 2020