

Health & Safety Policy

Katoa Lake Rotorua Limited is committed to providing and maintaining a safe and healthy workplace for all staff (including contractors and volunteers) as well as customers, visitors and members of the public. Hazards and risks to health and safety will be eliminated or minimised, as far as is reasonably practicable.

The responsibility for managing health and safety ultimately rests with the person in control of the business or undertaking (PCBU), directors and management. Staff also have important responsibilities for health and safety in the workplace.

We are committed to complying with the *Health and Safety at Work Act 2015*, the *Health and Safety at Work General Risk and Workplace Management Regulations 2016*, codes of practice and other safety guidance material.

Management will:

- Ensure the business complies with all legislation relating to health and safety
- Eliminate or minimise all workplace hazards and risks as far as is reasonably practicable
- Provide information, instruction and training to enable all workers to work safely
- Provide continuous checks and training to staff to ensure work activities are performed safely
- Consult with and involve staff on matters relating to health, safety and wellbeing
- Provide appropriate safety equipment and personal protective equipment
- Provide a suitable injury management and return to work program
- Continuously update our Safety Management Systems

Staff will:

- Take reasonable care for their own health and safety
- Follow safe work procedures, instructions and rules
- Participate in safety training
- Report health and safety hazards
- Report all injuries and incidents
- Use safety equipment and personal protective equipment as instructed
- Take reasonable care for other staff, customer and visitor health, safety and wellbeing

Our goal is to provide a safe and healthy work environment that is free from workplace injury and illness. This will only be achieved through the participation, co-operation and commitment of everyone in the workplace.

Name: Harriet Bailey Position: Director

Signature: [Signature] Date: 26/6/2023

Name: Will Scadden Position: Director

Signature: [Signature] Date: 26.6.23