

TERRACON INDUSTRIES LIMITED

SAFETY MANAGEMENT PLAN

For

CONTENTS

	Page
Safety Policy	1
Introduction	2
Safety Strategy	3
Responsibilities:	4
Employees	5
Hazard Identification and Control	6
Hazard Assessment	7
Summary Haxard Act 1992	8
Training	9
Safety Meetings	10

1.0 SAFETY POLICY

Terracon Industries Ltd is committed to the protection of its employees, contractors and other people from accidental injury or damage by ensuring that its operations are conducted in a safe, efficient and environmentally acceptable manner. In meeting this commitment, Terracon Industries Ltd will:

- Make every effort to provide everyone with a safe and healthy place of work and provide safe equipment and materials.
- Establish safe work methods and insist that they be practiced at all times.
- Provide suitable supervision and training to ensure its employees can Meet the stated objectives.
- Recognise and support the rights of all personnel to express their concerns over safety in the workplace and to expect those concerns to be actioned promptly.
- Ensure employees and other persons understand and accept their responsibility to promote a safe and healthy place to work.

Signed
Manager

Date

2.0 INTRODUCTION

This document outlines the strategy that Terracon Industries Ltd has adopted to manage Health and Safety aspects of all its work, and forms the basis of our Safety Management Plan (SMP).

The SMP has been developed in response to good business practices and to the legal requirements of the Health and Safety in Employment Act 1992 (HSE) has placed on our company. The success of the SMP in achieving its objectives is dependent on the participation and involvement of all employees in its implementation and continuing development.

It is essential that all matters relating to this SMP are treated with the same importance as other areas of work.

Employees are to accept their responsibility and obligation to familiarize themselves with the SMP and to adhere to its requirements at all times.

In respect to legal requirements, it is important to be aware that under the HSE Act a strict liability makes all staff equally responsible and liable for their actions or inaction.

Compliance with this SMP is a condition of employment and anyone contravening the requirements may be subject to disciplinary action.

3.0 SAFETY STRATEGY

The following listing sets out the strategy that Terracon Industries Ltd has adopted to ensure compliance with the Safety Policy and SMP.

Identify and implement the requirements relating to occupational safety and health contained within Acts, regulations and codes of practice.

Systematically identify all hazards associated with the company's workplace (see Section 6.0).

Conduct regular assessments of all hazards so that significant hazards can be identified and controlled through elimination or minimisation (see Section 6.0).

Provide employees with information on hazards to which they are exposed and any procedures developed to control those hazards.

Ensure that all employees have the necessary knowledge and experience to perform the job/tasks for which they are employed.
Employees requiring further training will be supervised until suitably trained.

Ensure that all employees have been adequately trained in the safe use of plant, equipment and substances they may use or handle, and ensure that appropriate materials safety data sheets are available.

Ensure that all employees are actively involved in safety related matters through hazard identification, safety meetings, etc.

Thoroughly investigate all accidents where harm has or may have been caused to an employee or any other person. Records of such accidents shall be maintained in a prescribed register.

Appoint a safety representative with the appropriate authority to take whatever action is necessary in order to rectify any safety matters.

Ensure that only appropriate safety clothing/equipment is supplied and worn at all times where necessary.

4.0 RESPONSIBILITES

4.1 Management shall:

Ensure that a policy on Health and Safety is established and provide the resources to ensure its implementation.

Provide a safe and hygienic place of work, safe equipment and proper materials.

Ensure that employees are informed of all significant hazards associated with their work and the actions put in place to control those hazards in accordance with section 6.0.

4.2 Supervisors shall:

Understand the Company's Safety and Health procedures and standards.

Ensure that all employees both own and contractor's under their supervision meet the required Safety and Health standards.

Ensure that all employees under their supervision are suitably trained to perform their work as safely as practicable.

Never knowingly expose any employee or other person to hazards likely to cause harm.

Ensure all accidents are recorded appropriately (see section 5.0) and thoroughly investigated to prevent recurrence.

Conduct regular safety inspections of their workplaces to make themselves aware of all likely significant hazards and to ensure their control in accordance with section 6.0.

Ensure that all employees wear the appropriate protective equipment for the work they are doing.

Ensure that regular workplace and toolbox safety meetings are held.

Ensure they have an adequate knowledge of all safe working codes and practices relating to their work and that deficiencies are rectified promptly.

4.3 Employees shall:

Take all practical steps to ensure:

- a) The employee's safety while at work.
- b) That no action or inaction of the employee while at work causes harm to any other person. (Section 19 HSE Act 1992).

Immediately correct or report every hazard or safety problem noticed, to their supervisors.

Immediately report all accidents whether to themselves or property, to their supervisors.

Wear and use the personal protective equipment provided as and where conditions dictate.

Familiarise themselves of the Safety Policy and Safety Management Plan, safe working codes, practices and procedures and adhere to them at all times.

Be involved in the development of Safety and Health procedures.

5.0 ACCIDENT REPORTING AND INVESTIGATION

Every accident or near-miss causing harm or which could have caused harm to any person, must be reported immediately. (See appendix 2 for report forms).

Details of the accident must be recorded on the prescribed form as soon as practicable.

All accidents causing serious harm must be reported to Occupational Safety and Health, a service of the Labour Department, as soon as possible by phone or fax and in writing, on the appropriate form, within seven days of knowledge of the accident (see appendix 2).

Failure to report any incident may result in disciplinary action being taken.

Every accident reported will be investigated to determine if a significant hazard was involved.

Focus should be given to the identification of hazards, their control, any systems failure. The aim of the investigation is not to apportion blame, but to prevent accidents recurring.

6.0 HAZARD IDENTIFICATION AND CONTROL

The following procedures have been developed to achieve the objectives of the Company's Health and Safety Policy. All employees have a responsibility for implementing these procedures in respect of their particular position and involvement in the Company.

The methods adopted will reflect the operation and the control our Company has to dealing with any particular activity and its resulting hazards to any person.

6.1 Hazard Management:

All hazards in the workplace will be systematically identified by staff management / safety representatives and recorded on the appropriate forms (see appendix 1).

Systematic hazard identification will be carried out by evaluation in the workplace by area, work practices of employees, and process.

The following inspections will be carried out to check on existing hazards, hazard controls and to identify new potential hazards:

A Comprehensive inspection will be carried out to monitor all work systems and standards in the places of work.

Check lists will be developed and used for all formal inspections.

Management is to monitor hazard controls by viewing all inspection reports and evaluate compliance to standard.

A daily visual inspection of all equipment and activities should be undertaken by supervisors, to ensure staff safety.

Staff to visually check all equipment safety before use.

6.2 Assessment of Hazards:

The Company will ensure that sufficient information is acquired to make an accurate and informed judgement on the risk and severity of the hazards identified, e.g. testing levels (noise), evaluation of exposure (chemical).

All identified hazards will be assessed to determine if they are significant hazards, i.e. have the potential to cause serious harm.

Significant hazards must be:

Eliminated where practicable.

If not practicable to eliminate, the hazard must be isolated from employees.

Where both elimination and isolation are not practicable, our Company will minimise the hazard to employees and manage the on-going potential risk (see following section).

6.3 Steps When Minimising a Hazard:

The following steps must be taken to reduce the risk of harm to employees when minimising a significant hazard.

Provide protective clothing and suitable safety equipment to all employees being exposed to the hazard and provide training in the use of the equipment.

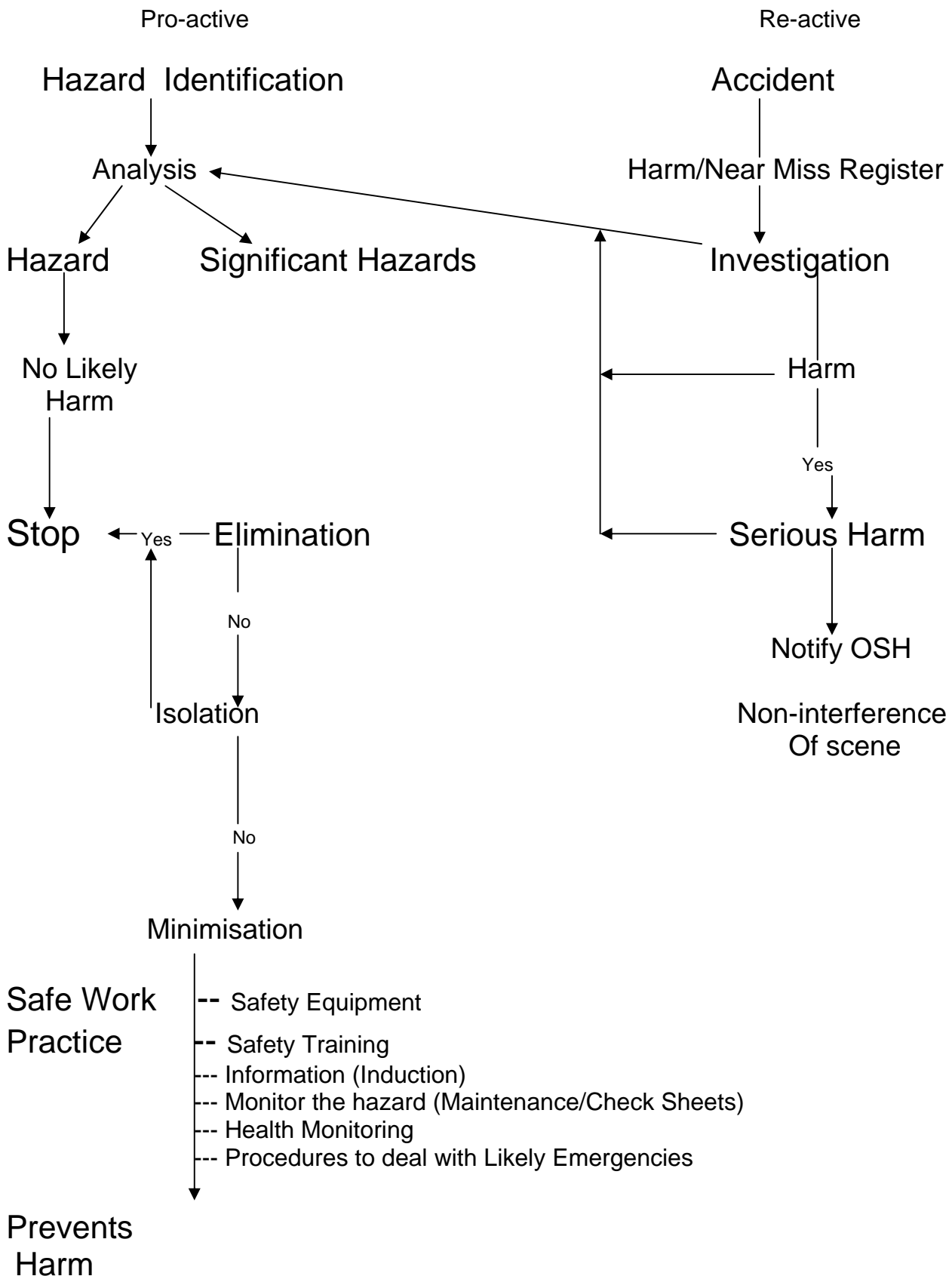
All employees must have information about the hazard and the methods of control.

Establish programmes to monitor hazards to ensure they remain controlled.

Monitor the health of the employees exposed to the hazard to evaluate control measures effectiveness and compliance.

Have emergency procedures which will deal with any likely situations arising from the hazard.

SUMMARY OF EMPLOYERS' RESPONSIBILITIES
UNDER THE HSE ACT 1992 TO HAZARD MANAGEMENT



7.0 TRAINING

Practical steps will be taken to have:

All staff adequately trained to undertake any task safely so as not to harm themselves or others.

New staff will undergo an assessment/induction programme to:

Verify any stated skills where required.

Inform them of the known significant hazards they may create or be exposed to.

Ensure that safe work practices are followed and the steps required to minimise any likely harm that could potentially arise are followed.

Set training schedule and allocate supervisory staff where required.

No staff are to do or be required to do any hazardous task unless all relevant safety equipment is provided and adequate training given or be supervised by a person who is so trained.

8.0 EMERGENCY PROCEDURES

Emergency procedures to deal with all emergencies will be developed. These will include evacuation procedure to be followed.

Emergency drills must be carried out at regular intervals throughout the year to ensure effectiveness.

An overall controller is to be appointed to establish and maintain these procedures.

Training for these procedures will be included in the training schedules of all employees.

9.0 SAFETY MEETINGS

Health and Safety meetings shall be held as follows:

Daily:

On a daily basis supervisors shall hold an informal workplace safety meeting prior to the commencement of work. These meetings allow relevant aspects of the work on hand to be discussed and potential hazards identified.

Monthly:

On a monthly basis individual work group supervisors shall hold a formal safety meeting where brief minutes are taken and attendance recorded. Safety and Health matters shall be a priority topic on the agenda.

10.0 PROTECTION OF THE PUBLIC

All practicable steps must be taken to ensure that no harm is caused to any member of the public by employees while at work. This will be achieved by:

Where the safety of the public cannot be assured at all times, they are not permitted into any work place.

Designing and erecting signs prohibiting or controlling persons entering and moving throughout the workplace.

Permitting entry by the public into hazardous areas, only if supervised and wearing the appropriate safety equipment.

No work must be left unattended which could endanger any person likely to encounter the site.