

## Plant and Equipment Policy

Gordon McKay Pty Ltd is committed to providing safe and fit for purpose plant and equipment for all activities undertaken by Gordon McKay Pty Ltd employees. Gordon McKay Pty Ltd demonstrates this commitment through its Health and Safety Management System that is integrated with all organisational activities related to products, services and people.

All Gordon McKay Pty Ltd purchased Plant and Equipment must be approved and fit for purpose and maintained as per manufactured specifications.

### **The objectives of the Health and Safety Management System are:**

- To provide safe and fit for purpose plant and equipment
- Comply with applicable laws and national / industry standards
- Eliminate or reduce hazards and risks
- Ensure the safe operation of plant and equipment

### **Gordon McKay Pty Ltd will:**

- Maintain plant and equipment as per manufactures recommendations
- Provide plant and equipment that is fit for purpose
- Provide safe systems of work, adequate information and appropriate training to employees
- Conduct audits of the Management System for compliance and effectiveness

### **Each employee is individually responsible to:**

- Comply with Gordon McKay Pty Ltd processes and procedures as well applicable laws and regulations
- Ensure they hold current and relevant licences and or qualifications for plant and equipment in which they operate
- Ensure all required inspections are conducted on plant and equipment prior to use
- Ensure all plant and equipment is operated as per manufactures instructions and in way as to not endanger themselves or other employees,
- Tag out any plant and equipment that is faulty or unsafe to operate and advise your immediate supervisor
- Report all incidents and or injuries to their immediate supervisor and cooperate with any investigations that may take place
- Return Equipment on request so that calibration and certification activities can be undertaken by the company in an efficient and effective manner
- Store all Plant and Equipment correctly

Gordon McKay Pty Ltd recognises that active participation and consultation with every employee is essential to achieving the optimum levels safety. With the assistance of all employees we will strive to continually identify and improve the effectiveness of the Health and Safety Management System.

Policy Authorised by the Managing Director:

A handwritten signature in blue ink that reads 'Gavin McKay'.

Date:

9/6/17

Gavin McKay  
Managing Director