



PO BOX 287
CROWS NEST NSW 1585

ABN: 87 677 002 504

P: 02 8020 5777

E: info@sydneygutterclean.com.au

WORKPLACE HEALTH AND SAFETY POLICY

Sydney GutterClean is committed to providing a safe workplace for all employees, visitors and contractors.

The company also recognises the responsibilities and requirements placed upon it by Workplace Health & Safety legislation and codes of practice and will adhere to these principles, and provide:

1. Safe systems of work and maintenance of company plant and equipment.
2. Information, instruction and supervision for all employees, visitors and contractors relevant to the WHS Systems and procedures of the site.
3. Consultation with all employees/contractors on WHS issues, including any changes to work practices, procedures or before the introduction of new plant and equipment.
4. Ongoing programs to prevent accidents, including coordinating regular workplace inspection in conjunction with employees/contractors.

Each Workplace Health & Safety policy will be monitored, reviewed and amended as required according to any amendments in current WH&S legislation.

Managers and supervisors will fully implement the company safety programs and are responsible for ensuring a safe work environment is provided for all employees/contractors. Managers and supervisors are also responsible for promptly acting on any WHS concerns or issues they become aware of.

Employees/contractors are expected to fulfil their obligation with respect to WHS legislation by fully participating in company safety programs, reporting injuries and incidents and following all safety directions, regulations and procedures.

Sydney GutterClean strictly forbids the use of Sydney GutterClean ladders and other equipment by others including customers, property owners, property residents and members of the public unless expressly approved in writing by Sydney Gutterclean Management.

Employees and contractors are not to commence any work until the following safety requirements have been read and understood:

- You must protect yourself if there is any risk of personal harm, and always wear the correct safety PPE including safety footwear, eyewear, gloves, ear protection, etc. Your harness should be always worn throughout the day, and always connected to an anchor point if these are available
- All contractors/employee must always wear their company issued Work shirt; it is UPF rated. It also always identifies you
- You must ensure that your work area is always safe. Always notify your manager if you consider any situation to be unsafe
- You must always carry out a Risk Assessment on each site you attend, even if you have visited this site before, or returned after leaving site for a short period
- Report all injuries or work-related illnesses. An incident report form must be completed for all injuries, incidents and near misses
- Please observe all our safety policies and those safety signs and hazard identification on each site
- Use care in Manual handling. Always seek assistance to lift heavy or hazardous items. Stop, take care and get help
- Practical jokes and horseplay, are not permitted
- Do not drop or throw anything from heights. Carry items or arrange suitable lifting equipment
- Always notify the Operations Manager by SMS after you complete each job. When working in isolated areas for long periods of time, make contact every 3 hours



Annual Safety Key Performance Indicators (KPI's)	
KPI	REVIEW DATE
All roofs 4 story and higher have a Safe Roof Access system including a roof access safety hatch installed <ul style="list-style-type: none">- If non compliant, do not carry out work onsite.	1 FEB 2023
All roofs 2 story and higher <ul style="list-style-type: none">- All roofs 2 story and higher must have at least one point of contact, whether permanent or temporary.	6 FEB 2023

A handwritten signature in black ink, appearing to read "M. Thomas".

Matthew Thomas
Sydney GutterClean

22nd February 2022