



# POLICY 5 SAFETY

## 1. Application

This policy applies to all NQBP personnel and contractors and to any person or organisation that acts for or represents NQBP.

## 2. Policy

NQBP is committed to a safe work environment for all employees, contractors, key stakeholders and visitors to our sites, and those others who have the potential to be affected by our operations.

## 3. Commitment

NQBP is committed to:

- Safety and health, including mental health, taking uncompromised priority in our workplace.
- Applying the values and demonstrated behaviours that underpin a positive safety culture which encourages everyone to report all safety events with honesty and integrity.
- Ensuring NQBP employees are accountable and responsible for their personal safety and the safety of others, through the provision of information and training.
- Assisting NQBP Personnel in understanding their roles and responsibilities in relation to health and safety.
- Providing support to NQBP employees to optimise recovery and return to work through an effective injury management process.
- Consulting with employees and encouraging participation in the development and continual improvement of the Work Health and Safety Management System.
- Where practicable influence contractors, tenants, stakeholders, and other interested parties to provide a safe workplace and safe systems of work.
- Embedding risk management principles into all planning and decision-making activities to ensure the sustainable development of our port areas and areas of influence.

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Approval	This Policy requires Board approval where substantive changes may impact on the rights and obligations of directors.			Date Approved	Oct 2023

- Engaging with employees, contractors, port users, the community, government and other interested parties on health and safety matters, research, potential innovations, and efficiencies to actively reduce risk.
- Developing, implementing and communicating safety targets that have the right balance of lead (positive) and lag indicators.
- Actively identifying hazards and applying the hierarchy of control when managing risk including injury or illness to any person, damage to assets or the environment.
- Actively applying and using all PPE and safety equipment required and/or supplied.
- Demonstrating commitment to safety through compliance with all relevant legislation, standards, codes of practice and guidelines worker, and alignment to ISO 45001 Occupational Health and Safety Management Systems to lead the way in safety performance and practices.
- Demonstrate a commitment to the mental health of NQBP employees, contractors, and key stakeholders by ensuring compliance with ISO 45003:2021 Occupational health and safety management - Psychological health and safety at work and the managing the risk of psychosocial hazards at work Code of Practice 2022.
- Demonstrate through our actions a commitment to continual improvement of the Health and Safety Management System.
- Ensuring this policy is displayed, communicated, implemented, and periodically updated to reflect changes that may impact on safety and health in our workplace and is available to all NQBP personnel and interested parties.

**4. Workplace Health and Safety Policy, Procedure and Legislative Framework**

NQBP is a Government Owned Corporation and a port authority and is required to comply with its own policies, prescribed applicable legislation and State Government policies and procedures. This policy should be read in conjunction with:

- Work Health and Safety Act & Regulations 2011 (Qld)*
- Electrical Safety Regulation 2013 (Qld)*
- How to manage work health and safety risks Code of Practice 2011 (Qld).*
- ISO 45001 Occupational Health and Safety Management systems with guidance for use.*
- ISO 45003 Occupational Health and Safety Management-Psychological health and safety at work.*

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**5. Responsibilities**

The Chief Executive Officer and employees of North Queensland Bulk Ports are responsible for ensuring compliance with this policy. A review of the effectiveness and relevance of the policy will be conducted annually on the anniversary of the effective date of the policy unless there is a material change which affects the intent of the policy.

**6. Policy Review Date**

This policy should be reviewed annually from the 31 October 2024.

**7. Definitions**

**NQBP:** means North Queensland Bulk Ports Corporation Limited ACN 136 880 128.

**Contractors:** means contractors or consultants engaged by NQBP under a personal services consultancy agreement or other similar arrangements.

**NQBP Employee:** means employees and contractors of NQBP but does not include NQBP directors.

**NQBP Personnel:** means NQBP officers (for example NQBP directors) and NQBP employees.

Brendan Webb  
Chief Executive Officer

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