



Workplace Health, Safety and Wellbeing

At Luminary Partners, we believe that the best Work Health and Safety management systems place people at their core.

The directors of Luminary lead from the front, underpinned by a culture of health, safety and wellbeing which drives behaviours which eliminate or minimise the health and safety risks to all of our workers.

We are committed to ensuring that our workers are safe, with no threat from injury or risk to health while at work. We recognise that a safe and healthy work environment is fundamental to good business management and worker engagement. We rank occupational safety and health equally with all other operational considerations. We are committed to achieving best practice through continual improvement of safety performance and elimination of workplace injury and illness.

Our WH&S management system and policy ensures:

1. A consistent and values-lead commitment from senior leaders.
2. A planned approach to health, safety and wellbeing.
3. A range of programmed activities, such as;
 - Toolbox / safety talks
 - Workplace inspections for new starters and ongoing
 - Training for all employees
 - Consultation with employees and clients
 - Internal audits
4. We measure Key Performance Indicators (KPIs) for both lead and lag factors
5. We conduct a management review of our systems. Including;
 - Our performance against targets
 - Reporting on any hazard, near-miss and injury reports
 - Workplace inspections
 - The use of various registers (e.g. plant; chemical etc.)

The objective of this policy is to ensure, as far as reasonably practicable:

- Compliance with all relevant legislation, standards, codes of practice and safe operating procedures
- The risks to health and safety are controlled through the engagement of all stakeholders in a culture of safety
- All hazards and risks to health and safety, significant or otherwise, are identified, assessed and effectively controlled
- Measurable objectives and targets are established, maintained and monitored to establish continual improvement progress



- The effectiveness of measures to control hazards/risks to safety and health is monitored and reviewed
- Maintaining effective communication and consultation with key internal stakeholders on safety matters
- Workers are provided with information, instruction, training and supervision necessary to safely carry out their responsibilities
- All workplace incidents and injuries are accurately reported and recorded and investigated
- Support the safe and early return to work of injured workers
- Safety performance is continually reviewed and improved
- Provision of resources to assist management and workers to meet health and safety obligations.

As a human resource provider we will consult with our clients to ensure, so far as it is reasonably practicable, that the following exist and are maintained for our workers:

- A safe and healthy workplace
- Safe systems of work
- Plant, equipment and substances are in a safe condition
- Appropriate information, instruction and training
- Systems for the identification and resolution of health and safety issues
- Process for ensuring that workers including on-hired workers are only required to undertake tasks and/or operate plant, machinery and equipment that they are appropriately trained, competent or qualified for.

Luminary undertakes not to provide service if these conditions are not in place:

- Following all occupational health and safety policies and procedures
- Ensuring their own and others safety is not affected by their actions and/or non-actions
- Working with clients and business partners to achieve the objectives outlined in this policy
- Reporting unsafe work practices, hazards, near misses and accidents.

Through the application of sound risk management principles and the identification and elimination of causes of injury, Luminary aim is to achieve a sustainable and rewarding culture of safety for all concerned.

Russell Fairbanks
Managing Director
Luminary

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