

Occupational Health and Safety Policy

Total Peripheral Supplies (TPS) is the market leader in providing turn key end to end product design, development, testing, servicing and installation of complex video, data, electrical and telecommunications systems. We have a demonstrated track record of delivering complex projects on time and on budget. TPS is based in Mulgrave, Melbourne, Victoria and has installation and assembly teams situated in all major capital cities. We also have experience working in diverse and remote locations across Australia. Our company is committed to providing a work environment where the health and safety of its employees, contractors, client representatives and the general public are a priority. Hence, our company is committed to effective implementation of the OH&S Management System in compliance with AS/NZS 4801:2001 Standard. The IMS is continually reviewed and improved. Our goal is to eliminate workplace illness and injury, which is achieved by:

- Complying with relevant OH&S legislations (acts, standards, regulations, codes of practice) as well as other requirements that may be pertinent to the company.
- Ensuring appropriate information, instruction, supervision, communication and training are provided on all work sites prior to commencement of work, and ensuring all employees are aware of these resources.
- Establishing, reviewing and communicating company's safety objectives to all levels in the organization. The objectives are monitored on an ongoing basis and reviewed during the management review meetings.
- Focussing on ongoing improvement in the areas of safety education, accident prevention, hazard control, injury prevention, rehabilitation and health preservation.
- Identifying and reducing the risks of all types of work activities that have the potential to produce personal injury or occupational illness.
- Involving individuals in occupational health and safety matters and consulting with them on ways to recognise, evaluate and control workplace hazards.
- Ensuring that everyone (including visitors and contractors) complies with appropriate standards and workplace directions to protect their own and others health and safety at work.
- Providing adequate systems and resources to effectively manage rehabilitation and return to work processes.

This policy is communicated to all staff and subcontractors through toolbox meetings, training and publications and is also made available to interested parties and the general public.



Approved by: **David Gillies**
Position: **Managing Director**
Date of Approval: **01/07/2016**

