



OCCUPATIONAL HEALTH AND SAFETY, QUALITY & ENVIRONMENTAL POLICY & OBJECTIVES

Definitions

The stakeholders include: customers from a diverse range of backgrounds including local councils and government departments, authorities, individuals, community groups, religious organisations, industry or business associations, environmental groups, primary/senior schools and universities, youth/senior citizen groups, political organisations, subcontractors, employees, management etc.

Company Introduction

Eye Spy Signs is an owner/operator small contracting business that provides services to private clients, authorities and other contractors. Our work is mainly performed either within our factory, or at locations defined by our customers. The majority of our work is of a unique or sometimes repetitive nature and our signage production is based on this.

Company OH&S, Quality & Environmental Policies & Objectives

This policy explains Eye Spy Signs commitment and responsibility of management, employees and sub contractors to:

- Work with our stakeholder and suppliers to provide services that meet our customer's specific needs;
- Develop long-term relationships to ensure the best outcomes for our stakeholders and our company;
- Deliver our jobs to customers on time, meeting their requirements and maintaining allocated budgets;
- Provide evidence throughout all jobs that they have been constructed in accordance with the customers and any known authority requirements;
- Identify and manage the risks associated with our work;
- Provide a safe, healthy and environmentally friendly workplace, including all work areas within our control;
- Strive for continued improvement of service delivery through measurement of waste, rework and customer satisfaction;
- Comply with relevant authorities, regulatory and statutory requirements;
- Provide the necessary resources and commitment to ensure our policies and objectives are met; and
- Commit to setting & reviewing our Objectives and Targets on an annual basis.

Our objectives are to

- Satisfy our customer's requirements;
- Increase our profit through reduced rework and waste;
- Increase our customer base and repeat work from existing customers;
- Have zero workplace accidents or incidents;
- Ensure immediate and ongoing attention to quality of performance, safety of all concerned and consideration of the environment;
- Ensure our suppliers and sub contractors operate with the same objectives in mind; and
- Communicate with the people involved in our jobs to enable the above.

Signed: _____

Dated: _____