

Workplace Health and Safety Statement

Recruitmentsorted

Recruitmentsorted Pty Ltd (**Recruitmentsorted**) is committed to protecting the health and safety of its workers and visitors in accordance with the *Work Health and Safety Act 2011*, the *Work Health and Safety Regulations 2011*, and all applicable Australian Standards and Codes of Practice.

This policy forms part of the Recruitmentsorted Work Health and Safety Manual, which outlines the health and safety processes, procedures, forms, tools, and training used across our business. The WHS Manual is provided during employee and contractor induction. This policy will be reviewed every two years, or sooner if workplace or legislative changes require it.

The **Statement of Commitment** and **Implementation of Policy Commitment** outline the overarching direction Recruitmentsorted will follow to achieve strong workplace health and safety outcomes.

Statement of Commitment

Recruitmentsorted is committed, so far as is reasonably practicable, to providing a workplace where all work activities can be carried out safely.

We will take all reasonably practicable measures to eliminate or minimise risks to the health, safety, and welfare of workers, contractors, visitors, and others who may be affected by our operations.

Our WHS Management Plan and WHS Policies and Procedures set out the safety arrangements and principles that guide Recruitmentsorted and its workers to ensure compliance with the Act and to maintain ongoing consultation and management of WHS matters.

Implementation of Policy Commitment

Recruitmentsorted is committed to ensuring, so far as is reasonably practicable, the health and safety of its workers (employees, contractors, labour-hire workers, outworkers, apprentices, students, or volunteers) while at work, and to ensuring that other persons (e.g. visitors) are not put at risk by our operations. We will achieve this by:

- providing and maintaining a healthy and safe work environment through safe work practices, safe systems of work, and provision of safe equipment
- ensuring that workplaces under the control of Recruitmentsorted are safe, without risks to health, and have safe access and egress
- maintaining effective consultation with workers and other duty holders on health and safety matters
- reviewing the effectiveness of safety measures and improving them where needed

Recruitmentsorted's commitment also includes:

- providing relevant and current WHS information to all workers
- obtaining expert WHS assistance where required
- providing instruction and/or training in work processes
- implementing workplace assessment, hazard identification, and appropriate remedial actions
- maintaining appropriate WHS reporting and statistical systems