



OH&S OH&S Objectives Performance Evaluation

1. Purpose

The purpose of this policy is to define the Occupational Health and Safety (OH&S) goals for electricians at Northside Electrical & Air Pty Ltd and outline the strategic direction for achieving these goals. This policy is designed to ensure that our OH&S objectives are clearly defined, communicated, and integrated into our overall business strategy

2. Scope

This policy applies to all electricians working for Northside Electrical & Air Pty, including full-time, part-time, and subcontracted electricians. It encompasses all aspects of their work, including installation, maintenance, and repair of electrical systems. Northside Electrical & Air Pty Ltd are committed to complying with the Work Health and Safety Act 2011 (QLD) and the Work Health and Safety Regulation 2011 (QLD), as well as any other relevant legal obligations and standards.

3. Strategic Direction and Vision Statement

Northside Electrical & Air Pty Ltd has established and maintained an OH&S policy that is aligned with our strategic direction and ensure that our OH&S policy is suitable for the purpose and context of our business. Northside Electrical & Air Pty Ltd will be a leading provider of electrical services known for our commitment to safety, excellence in OH&S practices:

Northside Electrical & Air Pty Ltd is committed to creating a safe and healthy work environment for all electricians that are employed by Northside Electrical & Air Pty Ltd.. Our OH&S goals reflect our commitment to the well-being of our employees, compliance with legal requirements, and continuous improvement of our OH&S management system.

1. Northside Electrical & Air Pty Ltd's OH&S Objectives:

Zero Workplace Injuries and Illnesses

Objective is to achieve a target of zero workplace injuries and illnesses by implementing a comprehensive safety training plan, to conduct regular risk assessments, and enforce safety protocols.

2. Compliance with Legal and Regulatory Requirements:

Northside Electrical and Air Pty Ltd ensures 100% compliance with all OH&S legal and regulatory requirements by regularly reviewing and updating OH&S policies, conducting audits and keeping up to date with changes to legislation.

3. Enhancing Safety Training and Competency:

Northside Electrical and Air Pty Ltd 's objective is to achieve 100% completion of mandatory OH&S training programs for all electricians by developing and scheduling regular training sessions on OH&S practices, and to provide resources for ongoing learning.

4. Promoting a Safe Culture:

Northside Electrical and Air Pty Ltd 's objective is to ensure a positive safety culture within the organisation by encouraging open communication about Safety, to be able to recognise and reward safe practices and involve workers in sensible and safe decision making actions.

5. Improving OH&S Performance through Continuous Improvement:

Northside Electrical and Air Pty Ltd are continuously improving their OH&S performance and practice by a process for regular review and improvement practices based on feed back from employees and performance data.

Northside Electrical and Air's OH&S Goals

- Identification which is based on legal requirements and risk assessments.
- Development of Action plans by creating detailed plans with clear steps, and timelines.
- Assigning responsibilities to designated individuals to achieve OH&S goals
- Monitor progress by regularly reviewing progress towards achieving our goals so that the outcomes are evaluated and we can make the necessary adjustments for continuous improvement.

The Documentation and Communication of Northside Electrical & Air's goals:

- This is achieved through internal and external communication by the use of emails, meetings, intranet, posters, and toolbox meetings where employees discuss goals and strategies on how to achieve them, risk factors and new hazards should they occur. Northside Electrical has an open door policy and workers are encouraged to speak to Management at any time about all matters that may concern them with out fear of reprisal. We endorse safety surveys and performance review which enables Northside Electrical & Safety Pty Ltd to stay in touch with the understanding of our employees on our OH&S goals.

Our performance reviews enable us to gauge our OH&S systems effectiveness and its alignment with our strategic direction, so we can then identify opportunities to improve with the feedback we have from our employees.

Northside Electrical & Air Pty Ltd's Criteria for Monitoring and Measuring:

- Incident Frequency Rate:
Northside Electrical & Air Pty Ltd tracks the number of incidents per 1,000 hours worked.
- Training Completion Rates:
Northside Electrical & Air Pty Ltd Measures the percentage of employees who have completed mandatory OH&S training.
- Inspection Results:
Northside Electrical & Air Pty Ltd records the findings from safety inspections, noting any non-conformities.
- Audit Results:
Northside Electrical & Air Pty Ltd documents the findings from internal audits and the effectiveness of corrective actions.
- Survey Feedback Scores:
Northside Electrical & Air Pty Ltd checks and analysis feedback from safety surveys to identify trends and areas for improvement.
- Performance Metrics:
Northside Electrical & Air Pty Ltd compares actual performance against established OH&S objectives.

Northside Electrical & Air Pty Ltd Monitoring Table

Activity	Frequency	Responsible Person	Reason
Incident Reporting	As they happen	Owner	Track and analyse incidents
Safety Inspections	Monthly	Owner	Ensure compliance
Training Completion Records	quarterly	Owner	Verify that all employees complete required training.
Safety Audits	Annually	Owner	Evaluate effectiveness of OH&S
Employee Safety Surveys	Annually	Owner	Gather feedback on safety practices and areas for improvement. Assess progress towards achieving OH&S goals.
Performance Against OH&S Objective	Quarterly	Owner	Ensure compliance with relevant OH&S legislation
Review of Legal Compliance	Bi-Annually	Owner	Ensuring the above is current and up to date

1. Hazard Identification:

a. We will regularly identify and document all potential hazards in the workplace, including physical, chemical, biological, and ergonomic hazards.

b. All employees will be responsible for reporting any hazards they encounter in their work environment which include

Fire hazards – flammable materials and inadequate fire measures,

Chemical hazards – toxic substances,

Environmental hazards heat/cold – or lack of ventilation,

Noise hazards –

Biological Hazards – infectious diseases or Mold,

Ergonomic Hazards – posture or repetitive strain injuries

This also includes non-routine practices such as new machinery or anything that occurs infrequently and is unique.

2. **Risk Assessment:** We will conduct regular risk assessments to evaluate the likelihood and severity of potential harm from identified hazards. The risk assessments will be carried out by competent individuals who have been trained in the process of identifying the many risks and ensuring that the worker and the public will be safe in conjunction with the Electrical Safety Act 2002 which establishes the framework for safety in QLD and the Electrical safety Regulations 2013. Including the evaluation of the likelihood and severity of potential harm, how our controls are effectively used in these situations whilst factoring in human behaviour, or environmental conditions which will be documented and updated as necessary, all in compliance with the Code of Practice for Electrical Safety Management and the Code of Practice for Managing Electrical risks in the workplace.

3. **Risk Control:** Based on the findings of the risk assessments, we will always implement control measures to eliminate or minimize the identified risks. Control measures will be reviewed and updated regularly to ensure their effectiveness to continually improve.

4. **Communication:** Communication on the hazard information and risk assessment findings will be given to all employees, contractors, and other relevant parties. Employees will be provided with the necessary information, training, and resources to effectively manage risks in their work environment. All employees, contractors and visitors who have access also will participate in identifying hazards and risk assessment. Their opinions

will be listened to for new opportunities to assist in improving the safety of all persons to the workplace

5. **Review and Improvement:** We will regularly review our hazard identification and risk assessment processes to ensure their effectiveness. Any incidents or near misses will be investigated, recorded and corrective actions will be implemented to prevent reoccurrence.

The Review and Monitoring Process for Northside Electrical & Air Pty Ltd's OH&S management systems is annually so that we have the best information from our regular internal audits to assess its effectiveness, on the results of feedback from workers, audit findings and changes in legislation: which are then documented all actions for improvements. We then have internal communication with meetings and emails to let all staff know the results and the implementation of new strategies so that we act on Northside Electricals Improvement Action plan.

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