

# OCCUPATIONAL HEALTH AND SAFETY POLICY

TLC. Hygiene Matters is dedicated to ensuring that all our work is carried out safely, with a high level of integrity and quality workmanship. Our aim is to ensure every employee, sub-contractor, client, and member of the public is protected from health hazards by applying quality safety standards in everything we do.

This is achieved by maintaining our Occupational Health and Safety Management System (OHSMS) and ensuring it complies with the ISO 45001:2018 which covers the activities of our operation.

**The Occupational Health and Safety Management System objective is to eliminate work-related injury and illness by:**

- Conforming to legislative requirements, being the Act, Regulations or Codes of Practice.
- Identifying hazards in the workplace.
- Assessing risks associated with identified hazards.
- Putting control measures in place to minimise the risk.
- Reviewing controls to ensure they remain effective.
- Implementing safe work systems such as Safe Work Method Statements (SWMS).
- Communicating safety issues to the team through scheduled toolbox talks.
- Competent supervision and training for all TLC. Hygiene Matters team.
- Program auditing ensuring aspects of the OHSMS are functioning correctly.
- Periodic reviews to continuously improve the OHSMS.
- Involving all the team for feedback on effective implementation of enhancements.

TLC. Hygiene Matters employees, sub-contractors, and clients are asked to commit to our “**Zero Harm**” objective and make our work sites a safer – healthier place to work.

Please comply by our safe work practices and report unsafe conditions to your TLC. Hygiene Matters manager. Your commitment will ensure everyone stays safe while at work and we value your contribution to safety.



Tom Rotumah  
Company Director  
TLC. Hygiene Matters

**Date:** January 2024 / **Review date:** January 2026