

# **Occupational Health & Safety (OH&S) Policy**

## **Gold Coast Tamborine Cleaning**

### **1. Policy Statement**

Gold Coast Tamborine Cleaning is committed to providing and maintaining a safe and healthy working environment for all employees, clients, visitors, and members of the public who may be affected by our operations. We recognise our legal and ethical responsibility to prevent injury and illness by identifying, eliminating, or controlling workplace hazards.

### **2. Objectives**

- Comply with all relevant Workplace Health and Safety (WHS) legislation, regulations, and codes of practice
- Prevent work-related injuries and illnesses through effective risk management
- Promote awareness and accountability through training and supervision
- Regularly review safety procedures and site-specific risks
- Provide and maintain safe equipment, tools, and chemicals

### **3. Responsibilities**

The business owner (Mak Makune) is responsible for implementing and monitoring OH&S procedures.

All workers, including subcontractors, are required to:

- Follow safe work practices and instructions
- Report hazards, near misses, and incidents immediately
- Use personal protective equipment (PPE) as required
- Maintain a clean and safe work environment

### **4. Risk Management**

Gold Coast Tamborine Cleaning applies a proactive approach to risk management. Before beginning any job, we:

- Conduct a basic site hazard assessment
- Use appropriate safety signage and barricades if needed
- Follow safe ladder use and working at heights protocols
- Apply manufacturer guidelines for all cleaning chemicals and equipment

### **5. Communication and Training**

All team members are provided with training relevant to their roles and the environments they clean. We encourage open communication around safety concerns and are committed to continual improvement of our safety procedures.

### **6. Policy Review**

This policy is reviewed annually or following any incident, legislative change, or major operational shift.

Date: June 2025

Approved by: Mak Makune