

Apollo Property Group is committed to providing a safe and healthy workplace for all employees. The welfare of our employees, contractors, customers, visitors, and the general public is our first priority.

The following actions are fundamental to the maintenance and continuous improvement of the Apollo Property Group WHS system:

- Consultation between employer and staff in relation to WHS policy and procedures, and continuous improvement of the system.
- Ongoing identification, assessment and control of workplace hazards and associated risks. This includes assessment of both initial and residual risks.
- Management of WHS issues during client visits, and where the company is contracted to control a client's site using the company's policy and procedures.
- Reporting of incidents/near misses and accidents. Active investigation of these situations to develop effective strategies to eliminate, and if this is not reasonably practicable, minimise the risk of reoccurrence so far as is reasonably practicable.
- Active training of staff in WHS and operational requirements with performance reviews and key performance indicators used to assess and develop continuous improvement strategies for individuals.
- Conducting internal reviews and audits of the system to identify any potential problems, thereby allowing improvement.
- Preparation of WHS objectives to measure system performance and processes put in place to collect data to measure progress with their attainment.
- Maintaining a WHS management system compliant with the requirements of applicable WHS legislation and the associated regulations in each State in which we are operating, as well as ISO 45001:2018 Safety Management System Standard.
- Development of policy and procedures and communication of them to staff and third-party suppliers.
- Recognition by Management and staff of their ongoing obligation to ensure the health and safety of other persons is not put at risk from work being undertaken.
- Maintaining equipment in accordance with manufacturer's specifications, with faulty items quarantined until faults have been rectified.
- Providing staff with personal protective equipment (PPE) where this is required.
- Engaging with third-party suppliers, including in relation to their WHS duties.
- Referencing documents and revisions controlling to ensure currency of information (document security systems are in place)

To achieve this, we aim to:

- Foster an environment which prioritises work health and safety.
- Ensure all staff, and contractors¹ carrying out work for Apollo Property Group, are aware of their responsibilities and the important role they play in maintaining a safe workplace.
- Ensure all staff and contractors carrying out work for Apollo Property Group, comply with work health and safety legislation.
- Eliminate, and if this is not reasonably practicable, minimise risks to the health and safety of staff and other persons, so far as is reasonably practicable.

Authorised by:



Leon Bowes
Managing Director
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