

Group Drug and Alcohol Policy

It is Buildcorps commitment that:

- ▼ Illicit drugs will not be tolerated on any Buildcorp site.
- ▼ Working while under the influence of drugs or alcohol will not be tolerated in any Buildcorp site.
- ▼ Individuals feeling affected by prescription drugs will stop work immediately and inform their supervisor or manager.
- ▼ Alcohol will not be consumed on site and a BAC of 0.000 is expected to be maintained at all times.
- ▼ Workers whose performance is affected by alcohol or drugs will be dealt with according to Buildcorps internal Performance Management and Staff Counselling policies.
- ▼ Educate everyone working on a Buildcorp site about the relevant Drug and Alcohol policies
- ▼ Ensure adherence to the Drug and Alcohol policies as a first priority for all
- ▼ Make site workers responsible for reporting and responding immediately to concerns about safety hazards - including unsafe acts by others and any suspicions of drug and alcohol use.
- ▼ Sites, includes buildings and grounds under the direct control of Buildcorp and also extends to worksites under Buildcorps control as well as Buildcorp owned vehicles, whether or not they are on Buildcorps property.

Accountability

- ▼ Buildcorp managers are responsible for implementing, promoting and maintaining a health and safety system for employees, clients and subcontractors. Managers are to ensure their teams are aware of and fulfil their health and safety responsibilities according to this policy.
- ▼ Managers must provide sufficient supervision and training to ensure safe and healthy procedures are followed and Buildcorp systematically identifies and controls unsafe methods and hazards.

This policy, and our safety management systems, will be reviewed at least annually and updated as required to take changes or improvements into account.



Tony Sukkar AM
Group Managing Director
June 2021

Group Workplace Health and Safety Policy

Buildcorp's overarching goal is to ensure that everyone, on every Buildcorp site, goes home safe - every day.

Objectives

This policy and its related health and safety management system provide the basis for:

- Supporting a proactive, safety-first organisational culture
- All staff understand their roles, responsibilities and authorities for safety management
- Ensuring compliance with relevant legislation and safety standards
- Ensuring health and safety information is reported by all projects and used for setting OHS objectives within Intrabuild

Commitments

To achieve these goals, our policy is to:

- Provide safe and healthy working conditions for the prevention of work related injury and ill health by using Workplace Risk Assessments to mitigate risk and our Proactive Safety Initiatives to drive the continual improvement of our OHS systems
- Use the Buildcorp Health and Safety Management System to identify hazards, and to eliminate hazards and reduce OHS risks, on all projects before starting work and consult and coordinate with everyone working on site
- Educate those working on a Buildcorp site about the relevant safety systems
- Ensure adherence to these safety systems is a first priority for all
- Consult freely and effectively with site workers to ensure we address their safety concerns
- Escort all site visitors for their safety
- Keep training current and compliant with regulatory standards
- Capture safety data and use it to improve our health and safety performance in line with our continual improvement of the OHS system

Responsibility and Accountability

The senior management group maintains overall responsibility for safety performance, measured against:

- Formal health and safety performance targets, including Lost Time Injury Frequency Rate, Medical Treatment Injury Frequency Rate, average safety audit scores and safety report completion rates
- Informal spot checks, daily site inspections, weekly site HSE walks and monthly HSE system audits
- Managers are responsible for ensuring their teams are aware of and fulfil their health and safety responsibilities according to this policy
- Managers must provide enough supervision and training to ensure health and safety procedures are followed and Buildcorp systematically identifies and controls unsafe methods and hazards
- Site workers are responsible for reporting and responding immediately to safety hazards – including unsafe acts by others

This policy, and our Health and Safety Management System, will be reviewed at least annually and updated as required to take legislative changes into account.



Tony Sukkar AM
Group Managing Director
June 2021

Group Sun Protection Policy

Our company complies with legislative requirements by ensuring that our employees and employees of subcontractors on our sites obey the sun protection policy.

Buildcorp requires employees and subcontractors to adhere to the following:

- ▼ Shirts are to be worn at all times. Long sleeves are preferred, but due to working in a hot environment, short-sleeved shirts are acceptable if the person wears sunscreen on the uncovered area of their skin.
- ▼ Singlets and safety vests are not deemed to be sufficient protection and are not to be solely worn on site. A shirt must also be worn.
- ▼ 30+ SPF Sunscreen is to be worn on all exposed areas of the skin and provided by your Company for your use only.
- ▼ Hard Hats are to be worn on site at all times. This provides minimal protection and sunscreen must also be worn. Wide brim hard hat covers are available from suppliers and provide better protection from UV rays.
- ▼ Eye protection is issued to Buildcorp employees only in the form of safety sunglasses. Subcontractors will provide eye protection to their own employees. Sunglasses must be used when working outdoors in the sun.
- ▼ Personal Protective Equipment, hard hats and safety sunglasses, is supplied to Buildcorp site staff only and subcontractors provide PPE to their own employees and must be worn when working outdoors.



Tony Sukkar AM
Group Managing Director
June 2021

Group Rehabilitation Policy

When it comes to workplace health and safety, Buildcorp's overarching goal is to prevent work-related injuries and illnesses, ensuring that everyone, on every Buildcorp site, goes home safe – every day. Our efforts to make this happen are encoded in our Group Health and Safety Policy.

Should any Buildcorp employee sustain a work-related injury or illness, our aim is to provide them with all the support necessary to ensure their safe and early return to work.

Objectives

This policy provides the basis for:

- ▼ Assisting workers to achieve a safe return to work, in a way that will facilitate their best possible recovery
- ▼ Commitments
- ▼ To achieve these goals, our policy is to:
- ▼ Help injured or ill employees to return to work as soon as it is safe to do so
- ▼ Provide information and support to assist injured or ill employees to return to work
- ▼ Determine the needs of injured or ill employees by liaising with them, the nominated treating doctor, union representatives and our workers' compensation insurance provider
- ▼ Provide early access to rehabilitation services
- ▼ Develop, implement and monitor injured or ill employees' return to work plans in conjunction with them, their manager, our workers' compensation insurance provider, the nominated treating doctor and any approved workplace rehabilitation providers
- ▼ Provide suitable alternative duties for injured or ill employees as an integral part of their rehabilitation and return to work process
- ▼ Consult with injured or ill employees and their representatives help the process to operate effectively
- ▼ Provide injured or ill employees with workers' compensation claims information

Responsibility and Accountability

The senior management group maintains overall responsibility for the Rehabilitation policy.

The Human Resources and Safety Departments are jointly responsible for implementing the policy, including ensuring a training member of staff or rehabilitation provider representative contacts injured or ill employees to assist with completing workers' compensation forms and explaining the return to work procedures.

This policy will be reviewed at least annually and updated as required to take legislative changes into account.



Tony Sukkar AM
Group Managing Director
June 2021