

## HEALTH AND SAFETY CONSULTATION POLICY

### Policy:

Management and employees of KMC Group will consult with each other with regard to Occupational Health and Safety issues that arise in the workplace.

### Procedure:

- 1) A health and safety issue may be raised at any time by Management, employees' and/or the relevant Health and Safety Representative, for the work area, if applicable.
- 2) Occupation Health and Safety will be a regular Agenda item at staff meetings so relevant issues can be raised.
- 3) All health and safety issues, corrective actions, and the person allocated responsibility to undertake the corrective action, must be documented by the relevant Manager/Supervisor/Health and Safety Representative in consultation with one another.
- 4) The following Hierarchy of Control must be referred to when considering suitable control plans.
  - Elimination of the hazard
  - Substitute with a lesser hazard
  - Modify the work system or process
  - Isolate the hazard
  - Use engineering controls
  - Use back up controls such as Personal Protective Equipment

Note: Controls implemented will be monitored for effectiveness

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### P.P.

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Next Review: April/May 2023