	Occupational Health & Safety Policy	Date Last Updated: 22 nd January 2015
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OCCUPATIONAL HEALTH & SAFETY POLICY



Frontline Human Resources activities include the provision of recruitment, labour hire, training and human resource/industrial relations consultation services. In its activities, Frontline is committed to providing and maintaining as far as practicable a working environment that is safe and without risks to health, and eliminates or controls work-related hazards and risks for all employees, whether they are direct employees or they are placed with other employers, and all contractors, clients, visitors and the public.

To achieve our aims we will:

- ensure compliance with relevant legislation, regulatory requirements, and relevant industry standards
- apply a systemic approach to identifying, assessing and controlling workplace hazards and risks;
- ensure all managers remain directly accountable for the health and safety of their employees and provide adequate resources to assist managers in this cause;
- obtain accurate information from the host employer as to the type of work and the knowledge, skills and experience required by the worker to be able to perform the specified work safely and competently;
- induct workers with details of the job, and relevant OHS information applicable to the work environment and industry
- assess worksites for risks to health safety associated with the nominated work and work environment;
- monitor worksites with the aim of ensuring the host employer provides and maintains a working environment that is safe and without risk to the health of employees;
- maintain relevant policies, procedures, systems, information, training and organisational structures to support and communicate effective health and safety practices throughout the business;
- establish and evaluate clear health and safety targets and objectives on an annual basis;
- provide a consultative mechanism with employees and contractors on all safety related issues;

Frontline Human Resources will implement and maintain these systems, inclusive of standards, policies and procedures. These standards will be monitored regularly to ensure their integrity and effectiveness.

Authorisation

Name:	Position:	Signature:	Date:
Perry Zoelfel	Director		22 nd January 2015
Steve Bisshopp	Director		22 nd January 2015
Review Date:	January 2017		