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	<b>Eurofins BOP Health and Safety Policy</b>	Page 1 of 2

## 1.0 PURPOSE:

The purpose of this policy is to provide an overarching framework that demonstrates Eurofins BOP commitment to health and safety in the workplace.

## 2.0 SCOPE:


This policy is applicable to all Eurofins BOP Workers including (but not limited to) employees, contractors, visitors or other persons.

## 3.0 POLICY:

Eurofins Bay of Plenty is committed to maintaining a safe and healthy working environment for our employees, contractors and other persons visiting the workplace. Health and safety is everyone's business, and everyone is expected to share in our commitment to avoid all accidents and incidents, which may cause personal injury, property damage or loss of any kind.



### 3.1 ACTIONS TO ENSURE A SAFE AND HEALTHY WORKING ENVIRONMENT:

- 3.1.1** Observe, implement and fulfil the organisations statutory obligations under Health and Safety legislation, regulations, codes of practice, guidance and industry standards.
- 3.1.2** Take all reasonably practicable steps to systematically identify and manage risks in our workplace.
- 3.1.3** We will take all reasonably practicable steps to eliminate, or minimise risks to prevent any injury or damage. We will maintain and continually seek to improve health and safety systems and processes by:
  - 3.1.3.1** Reviewing all policies and procedures at least annually
  - 3.1.3.2** Accurately reporting, recording and monitoring health and safety performance and learning from reported incidents, accidents, injuries, illnesses and near miss events.
- 3.1.4** Ensure all employees are encouraged to participate effectively in ongoing processes for the continuous improvement of health and safety in our workplace.
- 3.1.5** Ensure all employees, contractors and visitors are properly trained and/or supervised (where necessary) to:
  - 3.1.5.1** Ensure safe work practices occur
  - 3.1.5.2** Ensure site rules are understood and adhered to including emergency and evacuation procedures.
- 3.1.6** Ensure all Workers including employees, contractors and visitors accurately report and record all work related incidents, accidents, injuries and near miss events at our workplace(s) and take reasonably practicable steps to prevent these events from happening.
- 3.1.7** The Health and Safety Officer will investigate all reported incidents, accidents, injuries, illnesses and near miss events and take appropriate action.
- 3.1.8** Provide appropriate safety equipment and protection for each situation.
- 3.1.9** Carry out planned self-inspections on building and equipment associated with the monitoring of health and safety issues.
- 3.1.10** Support the safe and early return to work of injured employees through rehabilitation.

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- 3.2** Workers (including but not limited to Employees and Contractors) have a responsibility to take care of their own health and safety, and that of others around them, including identifying a new risks, contributing actively to their management, adopting safe work practices to avoid injury or illness; stopping any activity they reasonably believe will cause injury or illness; reporting incidents, accidents, injuries, illnesses and near miss events promptly and accurately, participating health and safety training, and engaging actively with Eurofins BOP rehabilitation plans, to ensure an 'early and durable return to work'.

#### 4.0 APPROVALS:

Name	Signature	Responsibility	Date
Floris Van Rhyn		Director Business Unit Manager	05 February 2018
Jean-Eudes Lepelletier		Director	09 February 2018

#### 5.0 DOCUMENT REVISION HISTORY:

Revision	Section Changed	Description of Change	Author	Revision Date (DD-MMM-YY)
<b>2</b>	Signatories	Changes to signatories, template change	Lyndsay Hayward	09-02-2018