

DITCHFIELD

CONSULTATION POLICY

Ditchfield Contracting is a civil and mining construction company that has been operating since 1994. This Consultation Policy applies to all Ditchfield employees and operating contracted sites.

At Ditchfield Contracting Pty Ltd (Ditchfield) we take very seriously our responsibility for the safety of all our employees, contractors and visitors.

The Work Health and Safety Act 2011 requires employers to have a consultation arrangement in place to implement its duty to consult on health and safety issues in the workplace.

Ditchfield will establish systems for WHS consultation to enable staff to contribute to the making of decisions affecting their health, safety and welfare at work.

Ditchfield will facilitate consultation with its workforce by way of:

- Establish a Health and Safety Committee as its central form of consultation with its employees.
- Elected representatives from its workforce attend and participate in the Work Health and Safety Committee.
- Commitment to directly involving employees in management system activities such as undertaking risk assessments, developing procedures etc.
- Consulting at an individual level with workers when proposed changes directly affect their work, health and safety.
- Toolbox Meetings will be held to provide an open consultation forum for employees.
- Establish other committees as required to consult on working arrangements

This policy will be reviewed every 3 years and will be communicated to our employees, customers, suppliers and subcontractors. It is available to the public via the Company's website www.ditchfield.com.au



WARREN DITCHFIELD
Managing Director
 19th December 2022



QHS Certification Services



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