



SPANTECH MANAGEMENT SYSTEM

SPANTECH POLICIES

SPANTECH POLICIES

1. Workplace Health and Safety Policy
2. Quality Assurance Policy
3. Environmental Policy
4. Rehabilitation Policy
5. Equal Opportunity and Harassment Policy
6. Drug and Alcohol Policy
7. Industrial Relations Policy
8. IT, Internet, Email & Social Media Policy
9. Intellectual Property, Confidential Information and Security Policy
10. Performance Management & Improvement Policy
11. Grievance & Issue Resolution Policy
12. Recruitment, Training & Development Policy
13. Leave & Flexible Work Arrangements Policy
14. Conflict of Interest Policy
15. Code of Conduct Policy
16. UV and Heat Protection Policy
17. Website Privacy Policy

1. Workplace Health and Safety Policy

Spantech is committed to ensure the health and safety of all persons involved with or affected by the operations of the company.

Continual improvement in Health and Safety performance will be achieved by setting objectives, measuring progress and communicating results.

To deliver on our commitment, we will:

- Provide a health and safety risk management system and procedures that are relevant to the nature and scale of work undertaken;
- Set measurable targets and seek to continually improve our health and safety performance with the long-term aim of eliminating work-related injury and illness;
- Comply with all applicable health and safety laws, regulations, statutory obligations and other applicable requirements;
- Communicate Spantech's health and safety policy and procedures to all employees and other interested parties as appropriate to ensure they are aware of their obligations with respect to Spantech's operations;
- Ensure the accountability for health and safety matters is clearly assigned, defined and communicated and staff provided the resources to meet our objectives;
- Consult with and achieve the personal commitment of all employees, subcontractors, suppliers and consultants to healthy and safe workplace practices;
- Ensure our health and safety management adopts a preventative approach using comprehensive risk assessment; and
- Periodically review and revise our health and safety policy and procedures to maintain their relevance.

We will respond to the Health and Safety challenges in all areas of our business and it is the responsibility of every employee to implement this policy.



R.J. Lucas

CEO
Spantech Pty Ltd
10 Jan 2023

2. Quality Assurance Policy

Spantech is committed to ensure the high quality of our service and projects throughout the operations of the company.

To deliver on our commitment, we will:

- Implement an effective Quality Management System commensurate with the size and capabilities of the company;
- Comply with the requirements of AS/NZS ISO 9001 and any additional quality requirements of our clients;
- Set quality objectives, measure progress and review results to ensure the continual improvement and effectiveness of our Quality Management System;
- Ensure Spantech's Quality Assurance Policy and procedures are communicated to and understood by all employees;
- Periodically review our Quality Assurance Policy and procedures to maintain their relevance.

It is the responsibility of every employee to implement this Policy to ensure our quality performance satisfies our contractual obligations and exceeds the expectations of all our Clients.



R.J. Lucas

CEO
Spantech Pty Ltd
10 Jan 2023

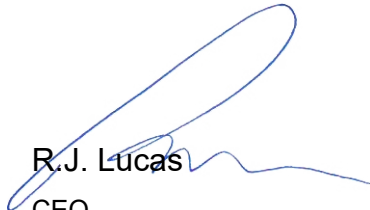
3. Environmental Policy

Spantech is committed to protecting the environment, preventing pollution, and supporting sustainable development throughout the operations of the company.

To deliver on our commitment, we will:

- Operate an effective environmental management system that is appropriate to the nature and scale of our business;
- Set environmental objectives, measure progress, and communicate our results;
- Comply with all applicable environmental laws, regulations, statutory obligations and relevant codes of practice;
- Strive to continually improve our environmental performance;
- Communicate Spantech's Environmental Policy and procedures to all relevant stakeholders including employees and others working on our behalf; and
- Periodically review and revise our Environmental Policy and procedures to maintain their relevance.

We will respond to the environmental challenges in all areas of our business, and it is the responsibility of every employee to implement this policy.



R.J. Lucas

CEO
Spantech Pty Ltd
10 Jan 2023