

Visitor and Contractor Access Policy

Commitment

ICI Industries Pty Ltd is committed to providing a safe environment for its Employees, Visitors Customers, Friends, Family and Contractors.

Introduction

Our staff are trained to recognise hazards and dangers on ICI Industries sites and take appropriate precautions. This is not true for Visitors Customers, Friends, Family and Contractors who are on site for only a short time.

As a result Visitors, Customers, Friends, Family and Contractors are especially vulnerable to injuries and need to be carefully protected.

Visitors Customers, Friends, Family and Contractors can also put other in the workplace at risk, through unsafe actions.

Explanation;

Visitors, Customers, Friends and Family.

A single person or small group who is/are to be escorted at all times while on site, be it in the retail shop, yard or workshop. A staff member will be responsible for escorting all Visitors, Customers Friends and Family to ensure they comply with onsite WHS rules and procedures.

Contractors

Contractors are people who are on site to conduct specified work in accordance with a written or verbal agreement, and who will be unescorted in on ICI Industries premises. Contractors will be required to sign an induction contract and sign in and out everyday of their attendance at any ICI Industries premises. Upon completing an induction, contractors will be issued with a "Site Card" which will be required for work on all ICI Industries premises.

Supporting documentation

ICI.WGS.PRO.011 Contractor Access Procedures.

ICI.WHS.PRO.010 Visitor Access Procedures.

ICI.IND.FRM.008 Contractor E/WHS Induction contract.

Managing Director

Signature

Date

Graham Foley _____