



Pro-Pac Packaging Limited ABN: 36112971874

## WHS CONSULTATION POLICY STATEMENT

### COMPANY COMMITMENT

PPG is committed to protecting the health and safety of all our employees. Injury and illness is needless, costly, and preventable. Our company will consult our employees in implementing safety practices and systems that will ensure the health, safety, and welfare of our employees. Employee involvement at all levels is critical for ensuring a safe workplace.

### WORKPLACE HEALTH & SAFETY COMMITTEE

A WHS Committee and/or representatives have been established on each site to promote health and safety in the workplace. The WHS Committee members and/or representative will run for a minimum term of 1-2 years. Once the term has been completed, existing or new members may be elected.

The WHS Committee is responsible for raising specific health and safety issues that arise in relation to the employees. Employees should raise WHS issues directly with their supervisor/manager or WHS Committee members and/or representative. Where the WHS Committee and/or representative cannot resolve a WHS issue it has been agreed that an external third party will be referred to. *A list of each WHS committee member and/or representative may be found displayed at each individual workplace.*

### HOW EMPLOYEES WILL BE CONSULTED ABOUT WHS

When a WHS issue is raised either by the company, employee, or other, the WHS Committee and/or representative will consult with employees and will also feedback the outcomes of WHS meetings. On smaller sites WHS may be communicated via other methods where a formal WHS committee doesn't exist e.g. toolbox or production meetings.

Employees should draw to the attention of their supervisor/manager or WHS Committee and/or representative any health and safety concerns that they have about the workplace so the issue can be promptly addressed.

### ESTABLISHMENT OF CONSULTATION ARRANGEMENTS

PPG initially established consultation arrangements in the form of a WHS Representative in September 2003. A new environment required a revision of our needs and the first WHS Committee was establishment at head office during November 2005. Since then a WHS Committee and/or representative has been established on each site and state within the group to meet the needs of the group and satisfy all legislative requirements.

### REVIEW OF CONSULTATION ARRANGEMENTS

WHS consultation arrangements will be monitored and reviewed on an ongoing basis to ensure that consultation with all employees is effective and that all safety issues are being addressed. This will be managed by the PPG Risk Committee and defined within the PPG Risk Management

### ISSUE RESOLUTION

Refer to the diagram titled "Procedures for the resolution of a WHS issue".

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