



WORKING ALONE POLICY STATEMENT

TMCH/IRCH is committed to providing and maintaining a safe and healthy workplace. The purpose of this policy is to protect employees from serious injury or loss of life in the event they have to work alone or in isolation and describes the responsibilities and actions to be taken to protect employees in the event they have to work alone or in isolation. Control measures will be implemented to ensure that the risk exposure to personnel is that of an acceptable level as per company procedures.

Working alone or in isolation in certain circumstances or environments may be unsafe and requires special arrangements to minimise potential risks of injury. By protecting our employees, we are also protecting their friends, families, fellow workers, management, the public, and the environment from the serious effects that result from incidents. TMCH/IRCH may not be able to anticipate and prevent every incident, injury, or illness, but we shall take all necessary precautions that a reasonable and efficient person would take in the situation.

To ensure the safety and health of any employee working alone or in isolation Management will:

- Develop and implement safe work procedures to reduce the risk exposure of the personnel working alone or in isolation is that of an acceptable level
- Train workers in the safe work procedures
- Ensure that workers comply with the safe work procedures
- Review and revise the procedures not less than every two years or sooner if circumstances at a workplace change in a way that poses a risk to the safety or health of an employee working alone or in isolation
- Ensure every vehicle is fitted with a personal First Aid kit, and Fire extinguisher
- Ensure a written log is kept of all contact made between the employee working alone or in isolation
- Ensure heavy vehicles are equipped with an E-Road Tracking System, and have notifications activated to communicate when personnel enter or exit identified geo nets

All employees will:

- Take reasonable care/precautions to look after their own health and safety
- Ensure no action or inaction of theirs will harm themselves or others
- Cooperate and comply with the health and safety procedures set out by TMCH/IRCH
- Use tools and other equipment properly in accordance with relevant safety instructions and any training received
- Ensure to report any accidents, injuries, near misses, and other dangerous occurrences
- Perform and document a pre-use vehicle inspection to ensure their mode of transportation is in safe working order
- Perform and document a pre-operation hazard identification check at the workplace before beginning their shift
- Have a operational means of communication e.g. cell phone/satellite phone with them at all times when working alone or in isolation
- Check in with management upon arrival at the worksite, at regular intervals as stipulated in the safe work procedure, and at the completion of the task and the employee is leaving the site.

Signed: I.K. Roebuck
Director

Date: 20 8 15.