



Health, Safety, Environment and Quality (HSEQ) Policy

Scope

This policy applies to all employees, contractors and all people at workplaces under the direct management and control of the APC Group and its subsidiary companies including APC Storage Technology, Rackmart and Officeline Products (OLP).

Commitment

APC Group will employ legislative standards as a minimum benchmark on which to base achievement targets for the application of health, safety and environment management principles. Through the use of established HSEQ management systems, objectives & targets, operating procedures, risk assessments, fully trained and competent personnel, good communication and a process of continuous improvement and innovation, the Group will strive to deliver a high quality and compliant service in order to meet customer expectations.

Objectives

To fulfil this commitment, the APC Group will:

- ▶ Commit to providing safe & healthy working conditions for the prevention of work related injury and ill health.
- ▶ Commit to the prevention of pollution, eliminate accidents and environmental incidents by encouraging the reporting of hazards, incidents & near misses, so that we can learn & use this learning to improve our controls to better manage our critical risks.
- ▶ Continuously improve our HSEQ performance through developing & promoting a culture where management & staff are both personally and collectively committed to health, safety, quality and environmental protection.
- ▶ Maximise our opportunity to control risk by design & planning.
- ▶ Apply the principles of waste management hierarchy wherever practicable with the aim of minimising the production of waste through re-using, re-working and re-cycling of resources.
- ▶ Ensure HSEQ considerations are integral throughout the planning, procurement, design, construction, operation, maintenance and disposal of our assets.
- ▶ Provide employees with the capabilities, knowledge and resources necessary to instil personal ownership and motivation to achieve HSEQ excellence.
- ▶ Meet the requirements of our customers through competitive pricing, delivering a service of high quality and by sharing the results and benefits of technical innovation with them.
- ▶ Empower employees, contractors and customers to champion the APC Group philosophy in striving for excellence in HSEQ, by consultation, cooperation and communication.

These commitments are in addition to our basic obligations to comply with all state and territory health, safety and environment legislature.

A handwritten signature in black ink, appearing to read 'Ian MacDonald'.

Mr. Ian MacDonald
Managing Director
APC Group Pty Ltd