



## ZERO HARM POLICY

Contractors are a valued and essential part of the recruitment business and a key part of our growth. We need to work towards all of our clients and assignments needs to provide safe working conditions, through this we will achieve Zero Harm.

Everyone at Haupt Recruitment UK (HR UK) will be expected to participate in a Zero Harm training session during which HR UK trains our people to:

- Regulate standards of safety, knowledge and the capability to prevent injury
- Strengthen their accountability for safety through increased role definition
- Enhance the tracking of safety incidents and near misses with a focus on a more practical management of risks
- Put greater concentration on addressing safety during scheduled team meetings
- Make the Choice to work safely
- Create a Zero Harm attitude

HR UK Managers & Supervisors will make the Safety Commitment to:

- Train our staff to help prevent safety incidents from happening
- Stop work if there are any concerns for their safety
- Be involved in safety investigations and ensure that similar incidents don't happen in the future
- Support our staff, particularly when an individual has made the wrong decision in a safety related incident
- Not to walk past something that appears unsafe

HR UK team members will be asked to make a Safety Commitment to:

- Plan every task so any safety risks are identified
- Not conduct an activity where uncontrolled risks are present
- Not let their co- worker or any other person operate in a manner that might harm themselves or others
- Not conduct a task where the instructions or processes are unclear, insufficient or inappropriate
- Not to walk past something that appears unsafe

