

Occupational Health & Safety (OH&S) Policy

Aussie Broadband Limited

Adopted by the Board on 30 September 2022

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Custodian	Chief People & Reputation Officer
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Legislative framework and regulatory compliance	ASX Corporate Governance Principles and Recommendations (4th edition) (rec 7.4) Respective State OH&S legislation
Regulators	WorkSafe (state and territory specific)

1. Introduction

Aussie Broadband is committed to providing safe and healthy working conditions for all its staff and contractors and to ensuring the safety of visitors to its operations and premises.

We recognise our duty to provide and maintain, as far as practicable, a working environment that is safe, without risk to health and focussed on fairness and respect. The Board regularly provides guidance on Aussie Broadband's policies and practices.

We focus not only on the physical work environment, but also on its systems and culture, underpinned by our value of being good to people.

This policy applies to all workplace participants, including Aussie Broadband directors, officers, employees, contractors or any other persons that act on behalf of Aussie Broadband or represents Aussie Broadband in any capacity.

This policy applies whether or not a staff member is physically in the workplace, working on-site, in their home or elsewhere.

We take our work health and safety obligations extremely seriously, including under the:

- (a) *Work Health and Safety Act 2012 (SA)*;
- (b) *Occupational Health and Safety Act 2004 (Vic)*;
- (c) *Work Health and Safety Act 2011 (NSW)*;
- (d) *Work Health and Safety Act 2011 (Qld)*;
- (e) *Work Health and Safety Act 2020 (WA)*;
- (f) *Work Health and Safety Act 2012 (Tas)*;
- (g) *Work Health and Safety (National Uniform Legislation) Act 2011 (NT)*; and
- (h) *Work Health and Safety 2011 (ACT)*.

2. Occupational Health and Safety Program

Aussie Broadband is committed to achieving high standards in protecting the health and safety of employees, contractors and visitors. Aussie Broadband endeavours to provide a safe and healthy workplace, but it requires the assistance of all workplace participants in order to do so. All workplace participants are responsible for their own safety and that of their colleagues in the workplace.

Aussie Broadband actively pursues an injury-free working environment and supports measures to prevent injury and harm at work, noting that responsibility is shared between Aussie Broadband and staff.

We will ensure this by:

- (a) complying with legal requirements and industry standards;
- (b) creating and operating a safety management system;
- (c) outlining management and staff responsibilities and ensuring they are understood;
- (d) providing safe work environments with appropriate facilities and equipment;
- (e) providing adequate resources to manage risk and safety;

- (f) removing unacceptable risks to safety;
- (g) considering OH&S in project planning and work activities;
- (h) regularly monitoring and measuring safety performance and communicating results;
- (i) involving staff in the decision-making process through communication and consultation;
- (j) providing information, instruction, training and supervision to staff, contractors and visitors;
- (k) identifying, assessing, reporting and managing hazards and incidents; and
- (l) acting swiftly and decisively to address OH&S concerns.

In all workplace activities you are expected to comply with all work health and safety procedures and all directions given in respect of safety. If this requires you to wear personal protective equipment, then you must do so.

3. Reporting

OH&S matters are required to be raised as soon as practicable and are reported to various forums including the OH&S committee, leadership team meetings, board meetings and the People and Culture Committee.

If a workplace participant is injured or suffers an accident at work, they must immediately report it to their manager and seek First Aid treatment. If a workplace participant is off work due to illness or injury, it is important they keep their manager informed on a regular basis in respect to their condition and expected date of return to work.

If you become aware of any circumstance or hazard that could give rise to a risk of injury or illness to any person then you should immediately stop the activity, notify your manager, isolate the issue if it is safe to do so, and inform your manager appropriately.

Serious incidents that result in death or in a person requiring immediate treatment as an in-patient in a hospital or immediate medical treatment for certain injuries, or incidents that expose a person in the immediate vicinity to an immediate risk to their health or safety, may have to be reported to the relevant workplace authority within a short timeframe. Employees must report serious incidents to their manager as soon as reasonably practicable.

If a workplace participant sees any person or staff member not complying with this policy or any work health and safety requirement or direction, then the workplace participant must immediately report this to the relevant manager.

4. Consequences of breaching this policy

The failure to comply with this policy may cause serious risk to the health and safety of workplace participants, visitors and members of the public and significant statutory penalties for Aussie Broadband and/or individuals.

Where an employee is found to have engaged in behaviour that is in breach of this policy, they will face disciplinary action which may include counselling for misconduct, a written warning and, in serious cases or cases of repeated behaviour, termination of employment.

In the case of a breach of this policy by workplace participants other than employees, contravention of this policy may lead to intervention by Aussie Broadband to produce an outcome that is appropriate to the facts and circumstances of the matter including the termination of their engagement with Aussie Broadband.

5. Review

The Board will review and endorse this policy every two years, and reserves the right to change this policy at its discretion from time to time.

This policy is not intended to create any contractually binding obligation on Aussie Broadband and is not incorporated into contract of employment or engagement.