

## BUSINESS POLICY STATEMENT


Kingston is a service organisation providing earthmoving equipment and associated services to all segments of the market.

Kingston's prime objectives are to be the premier supplier of earthmoving and associated services in its geographic market; including environmental clean-up services and contract cartage; excavation and disposal of asbestos in soil; to enjoy a successful business relationship with all clients, owner operators and drivers of earthmoving equipment; to offer secure employment, career opportunities and job satisfaction for all staff; to provide a safe and healthy workplace for all its employees, contractors and visitors and to ensure a sustainable environment for all,

Kingston recognises its moral and legal responsibilities under the Victorian EPA Act 2017 & 2021 Regulations and the Victorian Occupational Health and Safety Act 2004 & 2017 Regulations in conjunction with the National Transport Commission's Heavy Vehicle National Laws (HVNLS) and associated Heavy Vehicle National Regulations (HVNRS).

To achieve these prime objectives Kingston will commit to:

- Ensure strong leadership & Involvement from Top Management down.
- Provide products and services that meet or exceed quality, safety and environmental requirements and expectations of our customers.
- Comply with stated requirements of the quality safety and environmental management systems.
- Identify assess and control risks to the Quality & OHSE management systems and continually improve their effectiveness through monitoring, measurements, and process management.
- Establish a process to Identify, assess and control workplace OHSE hazards and associated risks.
- Provide mechanisms to identify and support measures to eliminate poor business practices and unsafe work & environmental practices and conditions.
- Provide the necessary training and educating of all staff, customers and owner operators and drivers to enable them to work in a safe and healthy manner.
- Identify and maintain compliance with all relevant Business practices and OHSE legislation including Compliance Codes, Australian Standards, and other requirements to which the organization subscribes.
- Provide adequate resources and professional support and assistance to management and employees to enable them to fulfill their duties & responsibilities.
- Provide emergency response programs for unforeseen events to minimise the risk to people, assets, and the environment.
- Conduct investigations into all reported incidents and near misses and to communicate outcomes to all interested parties.
- Define measurable Business & OHS&E performance measures and monitor set objectives and targets on a regular basis.
- Establish mechanisms of consultation & communication between management and employees to permit exchange of information & ideas and to ensure any proposed changes to the workplace affecting employees Health and Safety can be communicated openly and effectively.
- Ensure all employees shall follow agreed safe work procedures and take the appropriate actions for their own health and safety and for those of other work colleagues.
- Provide guidance in the form of documented requirements for employees and contractors in respect of their duties and responsibilities under the HVNRS.
- Establish and ongoing Management Review Process to monitor these stated commitments.
- Maintaining its accreditation status in Occupational Health and Safety (AS/NZS ISO 45001), and Quality (AS/NZS ISO 9001) as well as meeting the requirements for Environmental (AS/NZS ISO 14001).



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