



FITNESS FOR WORK POLICY

J&K Civil (WA) Pty Ltd is a provider of Civil Construction Services to the WA Infrastructure, Mining and Resources sector and as such, is firmly committed to a policy of carrying out all work activities with the highest regard to Occupational Health and Safety Standards to secure future business. At any time, an employee or subcontractor must not present themselves for duty impaired by fatigue, alcohol or drugs. Fitness for work will be diligently supervised by J&K Civil (WA) as far as is practicable to ensure a safe workplace environment, allowing employees and subcontractors to perform their duties both safely and efficiently.

To achieve this J&K Civil (WA) management will:

- Manage issues relating to fatigue in the workplace, including (where applicable) ensuring adequate rest periods are taken during the day, driver seats and air conditioning in cabs are maintained in a good condition, depot facilities comply with the OSH Act;
- Implement measures to help employees and subcontractors to maintain an alert state on-site;
- Provide training on and increase awareness amongst the workforce of factors that can effect a person's fitness for work;
- Train employees and subcontractors on the incident reporting procedure and ensure all incidents are recorded;
- Promote a culture of responsible alcohol consumption where it is clear that persons shall not present for work under the influence of alcohol or drugs;
- Carry out employee breath alcohol testing daily prior to commencing work and make our personnel available for random drug testing;
- Make all employees and sub-contractors aware of our company policy and have in place clear, fair and effective procedures for dealing with people who present to work in an unfit state.

This policy applies to all business operations and functions, including those situations where employees are required to work off-site.

A handwritten signature in blue ink, appearing to read 'Jason Dow', is positioned above the printed name and title.

JASON DOW
J & K CIVIL (WA) PTY LTD
DIRECTOR