

**1. Purpose and Commitment**

The purpose of the Occupational Health and Safety (OHS) policy is to outline actions taken in our journey to becoming a Zero Harm workplace by preventing injuries before they occur.

Select Harvests’ (SHV) ongoing commitment to OHS is our most important business objective and will be assessed regularly as part of the annual corporate objective and key performance indicator (KPI) setting process. OHS is a key component of our business operations, work procedures, CAPEX projects investments and acquisition evaluations.

We seek the cooperation of all employees, contractors and visitors to maintain a safe workplace. We encourage hazard reporting and ongoing suggestions to achieve our Zero Harm strategy by preventing injuries before they occur.

**2. Values**

Our values and behaviours are critical to our culture in delivering our 3 key strategic priorities. SHV recognises that by living the values, these behaviours contribute to meeting our zero harm and wellbeing objective.

<b>Trust &amp; Respect</b>  Treat all stakeholders with trust and respect	<b>Integrity &amp; Diversity</b>  All decisions and transactions will not compromise the integrity of the organisation or individual	<b>Sustainability</b>  Our focus is on the long-term sustainability of our environment, business and community	<b>Performance</b>  Exceed expectations on a daily basis	<b>Innovation</b>  Constantly challenge ourselves to improve everything
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**3. Scope of Policy**

This policy applies to all divisions of SHV, including directors, management, employees, individuals, contractors, visitors and those engaged as part of SHV’s supply chain, including suppliers and third-party labour hire providers.

**4. Policy Objective**

The objective of this Policy is to continue to improve our safety performance as part of our Zero Harm and Wellbeing strategy.

**5. Safety Manual**

SHV communicates key elements of its OHS procedures in the company’s Safety Manual. The Safety Manual is regularly updated to reflect the requirements of OHS legislation and is monitored and evaluated to ensure its integrity and effectiveness. A copy of the Safety Manual, or applicable sections, is available electronically or from the HR Department.

## 6. Reporting

OHS reporting is completed on a weekly basis to the Executive, monthly to the Board and annually in our Annual Report. Our OHS Committee completes regular internal audits of our facilities and equipment, with hazard reporting and corrective actions included as part of our monthly Board reporting.

If a serious Lost Time Injury incident occurs, reporting to the Board and Executive is completed as soon as practicable. Incidents are also reported to the relevant regulatory body as required and audited.

## 7. Breaches


We believe in building and maintaining a proactive safety culture, and therefore serious neglect or breach of safety rules is considered serious and willful misconduct that may result in performance management, including and up to dismissal without notice.

For information on the company's Disciplinary Procedure you may refer to SHV's Workplace Fair Treatment Policy. For information on the company's Grievance Procedure you may refer to SHV's Whistleblower Policy.

## 8. Reference Material / Other Related Policies:

- *Work Health and Safety Act 2011* (Cth)
- *Occupational Health and Safety Act 2004* (Vic)
- Occupational Health and Safety Act and Regulations – WorkSafe
- Select Harvests Occupational Health and Safety (OHS) Statement
- Select Harvests Safety Manual
- Select Harvests Hazard Reporting Form
- Select Harvests HCA000A – Code of Conduct
- Select Harvests HCP008 – Workplace Fair Treatment Policy
- Select Harvests HCP028 – Whistleblower Policy

## 9. Authorisation and Approval:

Document Name	OHSP001 – OHS Policy and Statement
Document Manager	General Manager – Human Resources
Document Department	Human Resources
Contact	HR@selectharvests.com.au
Approval Authority	Managing Director
Approval Signature	
Release Date	24/7/19
Review Date	+ 2 years
Version*	1.1

\*Version History can be found in "SHV Company Policy Register"

## Occupational Health and Safety (OHS) Statement

### 1. Purpose and Commitment

Select Harvests (SHV) is committed to establishing and maintaining a safe work environment by:

- Our Zero Harm and Wellbeing strategy;
- Managing health and safety risks and hazards according to SHV’s risk management processes;
- Establishing clear targets and objectives to improve the OHS culture and measures in the workplace;
- Assigning accountability and responsibilities throughout SHV to achieve OHS targets and objectives;
- Allocating resources to assist in meeting objectives;
- Providing safe plant and equipment;
- Consulting with employees, contractors and visitors on OHS matters;
- Ensuring employees and all stakeholders within our operating control are applying corporate policies;
- Providing training to develop skills and knowledge to promote collective safety responsibility;
- Providing supervision to ensure safe work is conducted without risk to employees, contractors and visitors;
- Communicating OHS information to employees, contractors and visitors; and
- Having a systematic approach to ensure compliance with the relevant OHS laws and regulations, including the publication of the Select Harvests Safety Manual which was developed in compliance with the relevant OHS/WHS Legislation. This system is continually reviewed and maintained to ensure its effectiveness.

### 2. Values

Our values and behaviours are critical to our culture in delivering our 3 key strategic priorities. SHV recognises that by living the values, these behaviours contribute to our meeting our zero harm and wellbeing objective.

Trust & Respect	Integrity & Diversity	Sustainability	Performance	Innovation
Treat all stakeholders with trust and respect	All decisions and transactions will not compromise the integrity of the organisation or individual	Our focus is on the long-term sustainability of our environment, business and community	Exceed expectations on a daily basis	Constantly challenge ourselves to improve everything

Our Zero Harm and Wellbeing strategy is a key part of the SHV strategy and is reflected in individual employees KPIs. As part of our Short-Term Incentive Program (STIP), it is a condition of any STIP payment that key OHS foundations are in place to ensure a safe working environment for all employees. This includes OHS induction, appropriate training, hazard identification and safety reporting.



**Michael Iwaniw**  
Board Chairman  
Select Harvests Limited



**Paul Thompson**  
Managing Director  
Select Harvests Limited