

INCIDENT MANAGEMENT & INVESTIGATION

Identified hazards and incidents are reported, recorded and investigated in GHD's online incident register and improvement system (IRIS). GHD staff have access to IRIS through GHD's Intranet (Compass). An operational health and safety manager/coordinator or other person assigns the most appropriate person on a case-by-case basis to investigate each incident and where necessary external advice is sought to assist. The OC management team reviews timely close out of incident logs and subsequent investigation via the Safety Action Register.

GHD implements a 'Just and Fair Consequence' model of investigation for all medical treatment and lost time injury incidents.

WORKERS COMPENSATION & REHABILITATION

Though we strive to prevent any injury, we remain prepared for such an event. We have a robust and consultative rehabilitation system featuring trained rehabilitation coordinators that manage an injured staff member's early return to full and productive work.

GHD maintains worker's compensation insurance in accordance with legislative requirements and where necessary utilises external rehabilitation providers to assist the return to work process.

HEALTH AND SAFETY REVIEW

Review of GHD health and safety occurs at a numerous levels including:

- Monthly GHD and operational review against the GHD Safety Index
- Monthly review of outstanding operational hazard and incident logs
- Monthly review of corporate and operational safety action registers
- Annual corporate systems review
- Annual operational self assessment
- Annual operational compliance audit
- 2 yearly corporate compliance audit

Please note that client audits of GHD's safety management are welcomed.

FITNESS FOR WORK

GHD maintains procedures to manage and minimise any incidence of staff or subcontractors being impaired by drugs, alcohol, poor health or fatigue when at work.

GHD respects and is supportive of client fitness for work programs and where requested will fully embrace these requirements when visiting a client's workplace.

TRAINING

The GHD Business School provides and manages internal and externally sourced specialist training to our global network of professionals. It delivers a blended approach to health and safety training, utilising GHD e-learning modules and face-to-face sessions. To ensure alignment at every level of our organisation, we have integrated the training needs of our people in our OC Service Group Health and Safety Training Matrices.

**SAFE YOU
SAFE ME
SAFE GHD**
"SAFE YOU SAFE ME SAFE GHD"

ABOUT GHD

GHD is an international network of professional and technical consultants.

Established in 1928, GHD employs more than 6000 people across five continents and serves clients in the global markets of water, energy and resources, environment, property and buildings, and transportation.

Wholly-owned by its staff, GHD is focused exclusively on client success. Our network of forward-thinking engineers, architects, planners, scientists, project managers and economists collaborate to solve client and community challenges. They embrace the core values of Teamwork, Respect and Integrity to create enduring relationships that deliver exceptional results.

With a history of adapting to the ever-changing needs of its clients, GHD is recognised for its commitment to innovation, safety and sustainable development. We care for the wellbeing of our people, communities and the environments in which we operate.

Today, GHD is ranked as one of the world's leading engineering, architecture and consultancy firms.

A member of the World Business Council for Sustainable Development, GHD operates under a Practice Quality Management System, ISO 9001:2008, Health and Safety Management System, OHSAS 18001:2007 / AS/NZ 4801:2001 and an Environmental Management System, ISO 14001:2004 which are certified by Lloyds Register Quality Assurance

For more information, visit www.ghd.com



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HEALTH AND SAFETY @ GHD



WATER | ENERGY & RESOURCES | ENVIRONMENT | PROPERTY & BUILDINGS | TRANSPORTATION

AS ONE OF THE WORLD'S LEADING ENGINEERING, ARCHITECTURE AND ENVIRONMENTAL CONSULTING FIRMS, GHD IS FOCUSED EXCLUSIVELY ON DELIVERING SAFE AND SUSTAINABLE OUTCOMES TO COMMUNITIES AND CLIENTS.



A COMMITMENT TO HEALTH AND SAFETY

A commitment to health and safety is the hallmark of GHD's activities. It means embedding practices into every aspect of our operations, and protecting the safety of people, our clients and the communities in which we operate.

We aim to maintain above industry practice in all aspects of health and safety, and observe all relevant statutes and other health and safety requirements.

THE GHD MODEL

We have developed a model of health and safety that embraces and promotes cross-jurisdiction and cross culture compliance. The GHD model encompasses four levels of safety attention:

- **Corporate** - International and cross border consistency through structured health and safety systems, mandatory procedures and robust verification activities.
- **Operating Centre (OC)** - Implementation of company-wide standards at an operational level. Health and safety manuals are developed to ensure jurisdiction compliance. OC self-assessment and compliance auditing occurs annually, with 2 yearly corporate review of implementation.
- **Job** - Job planning for health and safety is driven through utilisation of the GHD JFlo job management system. Each job's overall health and safety risk is assessed and an appropriate level Job Safety Plan is developed. Onsite, our Pre-work Safety Assessment methodology brings together the knowledge and

experience of the job team in developing site-specific risk assessments, integration of GHD Hazard Guides, activity specific JSEAs and induction processes.

- **Personal** - The GHD approach to safety culture promotes 'front of mind safety' and active engagement between management and staff in all safety related matters. Our "Safe You, Safe Me, Safe GHD" program reinforces this approach.

SAFETY CULTURE: 'SAFE YOU, SAFE ME, SAFE GHD'

GHD is dedicated to cultivating and maintaining a strong safety culture underpinned by robust health and safety management systems. This will enable GHD to:

- Provide our clients with a level of confidence that GHD manages health and safety at above industry standards.
- Implement structured systems that enable health and safety risk associated with design, construction, maintenance and end-use of the job to be minimised.
- Drive improved performance of subcontractors operating on behalf of GHD.

CERTIFIED HEALTH AND SAFETY MANAGEMENT SYSTEM

Assisted by our Health and Safety Portal, Compliance Database and Health and Safety Forum (electronic library), GHD maintains a health and safety system that embraces core standards of safety while recognising the flexibility required to implement health and safety in different jurisdictions and cultures. The model consists of:

- GHD Group Health and Safety Policy
- GHD Health and Safety Management System

- GHD System Procedures and Programs
- Legal Registers
- GHD Hazard Guides
- Operating Centre Health and Safety Manuals
- Job Safety Plans
- Activity Specific JSEAs

GHD's Health and Safety Management system is internationally certified to OHSAS 18001 and AS 4801 by Lloyds Register Quality Assurance, who stated that the system has the "potential to become an industry benchmark". The GHD management system also won the South Australian Safe Work Award in 2009 and achieved top 5 ranking in the 2009 NSW Safe Work Awards.

SAFETY PROFESSIONALS

GHD maintains a network of health and safety managers and coordinators who facilitate and assist OC implementation of health and safety. Dedicated health and safety resources operate at different levels within GHD:

- GHD Health and Safety Manager, and Project Managers – management of company-wide compliance, standards and consistency.
- Operating Centre Health and Safety Managers and Coordinators - management of operational health and safety implementation and compliance.

The health and safety network also work closely with safety committees and elected safety representatives and GHD Risk Management Group – GHD also offers clients a full risk management service.

OPERATIONAL SAFETY COMMITTEES & SAFETY REPRESENTATIVES

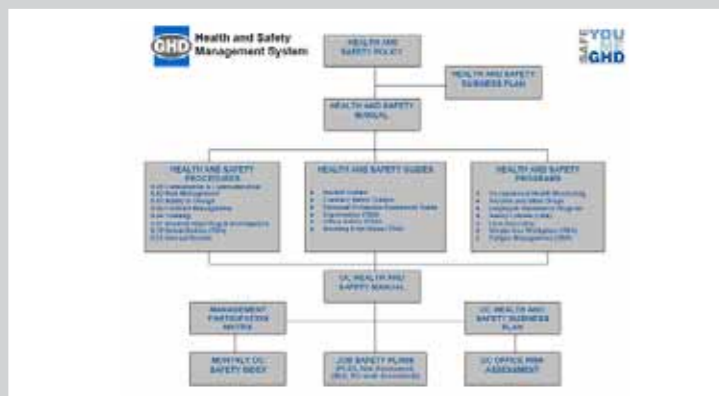
Safety representatives meet regularly with management representatives on structured safety committees. The Committee's business is reported directly to the operational management team in question for efficient and timely execution of safety issue resolution and maintaining management awareness of workplace issues. Minutes of committee meetings are made available to all staff members via the GHD Health and Safety Forum.

SAFETY IN DESIGN

GHD recognises the long term added value Safety in Design Principles bring to our designs. Recognising not only issues of compliance to standards and codes but also the interactive relationship people have in constructing, maintaining and using the end product assists our clients maintain safe workplaces into the future. GHD maintains company-wide systems for Safety in Design.

SUBCONTRACTORS & SUPPLIERS

The GHD Sub-contractor Registration Scheme assesses potential contractors for their health and safety capability prior to engagement. Following engagement, we undertake a job specific assessment prior to commencing work on site and regularly monitor safety performance throughout the job. GHD maintains company-wide systems for the management of sub-contractor health and safety.



Systematic Approach



Safety Culture Connect



GHD Hazard Guides

Incident Frequency Rates		MTIFR	LTIFR	TFR	NOTE: During September 2009, GHD surpassed 3.5 Million Hours LTI free (Frequency Rates based on 1,000,000 hours)
	05/06	2.00	1.64	3.64	
	06/07	5.93	2.21	8.14	
	07/08	5.37	1.12	6.49	
	08/09	2.59	0.60	3.18	

Incident Frequency Rates