

## WORKING IN EXTREME CONDITIONS POLICY

ARA Group Limited ABN 47 074 886 561 and its related corporate entities (collectively **ARA Group**) are committed to ensuring the health and safety of all employees, officers, personnel and directors (**Employees**) in accordance with WHS Legislation. This Working in Extreme Conditions Policy (**Policy**) sets out the measures in place to ensure that the workplace health and safety of Employees is observed in Extreme Conditions.

### 1 Definitions

**“Extreme Conditions”** means hot or cold environments of such temperature so as to cause discomfort or fatigue of Employees or otherwise result in an increased likelihood of developing weather-related medical conditions such as heat stroke or hypothermia.

**“WHS Legislation”** refers to the applicable legislation, regulations and rules setting out the obligations of ARA Group with respect to the health and safety of its Employees, including but not limited to:

- (a) *Work Health and Safety Act 2011* (ACT);
- (b) *Work Health and Safety Act 2011* (Cth);
- (c) *Work Health and Safety Act 2011* (NSW);
- (d) *Work Health and Safety (National Uniform Legislation) Act 2011* (NT);
- (e) *Work Health and Safety Act 2011* (QLD);
- (f) *Work Health and Safety Act 2012* (SA);
- (g) *Work Health and Safety Act 2012* (TAS);
- (h) *Occupational Health and Safety Act 2004* (VIC);
- (i) *Occupational Safety and Health Act 1984* (WA); and
- (j) *Health and Safety at Work Act 2015* (NZ).

### 2 Appropriate measures

- 2.1 To ensure the health and safety of Employees, where Extreme Conditions are apparent or have a high likelihood of occurring, appropriate measures shall be implemented with the objective of reducing risk of injury or illness to affected Employees, including but not limited to:
  - (a) increasing rest breaks available and reducing the duration of time between rest breaks;
  - (b) increasing rotation of Employees;
  - (c) requiring personal protective equipment to be worn, including sunscreen, hats, and thermal clothing;
  - (d) providing additional fluids; and
  - (e) providing fans and air-conditioning, or heaters.
- 2.2 In any event that an Employee feels ill or symptomatic of illness, or is injured, as a result of Extreme Conditions, they are to report such to their supervisor or manager as soon as practicable upon becoming aware of such illness or injury.
- 2.3 Where work is required to be undertaken in Extreme Conditions, risk assessments are to be conducted by the applicable manager or supervisor on an hourly basis, and appropriate measures implemented adjusted as necessary in accordance with such risk assessments.
- 2.4 Under no circumstances whatsoever shall any one Employee work alone where Extreme Conditions are present.

### **3 Water supply**

Employees working in Extreme Conditions shall be provided with, or given access to, an adequate supply of cold or hot water (as appropriate).

### **4 Training**

Employees who are likely to encounter Extreme Conditions in the course of employment shall be provided with appropriate training regarding understanding the nature and potential risks of Extreme Conditions and the health and safety procedures that should be adopted in such circumstances. Such training shall include a description of symptoms that accompany heat stress and hypothermia, the significance of rest breaks and fluid consumption, and the requirement to report symptoms immediately.

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Edward Federman  
Managing Director

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Date