



## **INTEGRATED MANAGEMENT SYSTEM POLICY**

Alert Electrical's Vision is to be Melbourne's leading electrical and communications solutions specialist, renowned for being highly adaptive, technologically skilled and above all, tomorrow ready, today. We deliver quality cutting edge electrical and communications solutions, foster ongoing relationships with customers, suppliers and strategic partners and provide a safe, nurturing environment for our people whilst minimising our environmental footprint.

Alert has established an Integrated Management System (IMS) to provide a consistent standard of operation to guide our people and behaviours as they work to realise our vision, and to assist the company to meet its legal and other obligations.

### **Our Goals:**

- To be Melbourne's leading electrical and communications specialist
- To have a culture that prevents work-related injury or illness, harm to the environment or damage to property or our reputation as a result of our business activities; and
- To consistently deliver excellence in product and service delivery and exceed customer expectations.

### **Our Actions:**

We will achieve our goals by ensuring that:

- Specific, measurable, attainable, relevant and time based IMS goals and targets are set for the business and achieved;
- This policy is communicated to our employees, management, contractors, and visitors through induction;

- A culture is established and nurtured of commitment and responsibility for the IMS by all company personnel;
- We have a process of continual improvement in IMS management, performance, product delivery and customer and stakeholder interactions;
- Our operations and people comply with the requirements of AS/NZS 4801, AS/NZS ISO 9001 and AS/NZS ISO 14001;
- Long term relationships are developed with clients, suppliers and other stakeholders by building confidence and excellence in service delivery;
- We do not rely on chance and we expect to get our job done right the first time with no injury to our people or harm to the environment;
- Risks are managed by identifying workplace hazards and environmental aspects, undertaking assessments and taking all necessary actions to control any exposure to injury, loss or damage;
- An inspection and audit program is in place to monitor and measure the performance of the business against the IMS and to identify areas requiring corrective or preventive action;
- Appropriate training and resources are provided to Alert's employees, contractors, labour hire personnel and visitors to enable safe, ethical and responsible performance of work;
- Meaningful and effective consultation and communication processes are in place;
- Processes are in place for the reporting and investigation of incidents, near hits and non-conformances; and
- We endeavour to reduce, reuse and recycle materials and prevent pollution associated with our business activities

### **Accountability:**

- Alert's management team is responsible for ensuring sound systems of IMS management
- The Managing Director is responsible for implementing appropriate management systems to ensure the commitments contained within this policy are delivered; and
- Compliance with this policy and the IMS management system is a condition of employment or engagement.