

## FITNESS FOR WORK POLICY

BH Mining & Civil is committed, so far as is practicable, to ensuring employees are "Fit for Work" whilst undertaking work activities.

'Fit for work' means that a person is in a state (physically, mentally and emotionally) which enables them to perform assigned tasks competently and in a manner which does not compromise or threaten their own safety or health, or that of others

**The objectives of this policy are to:**

Provide a safe and healthy work environment that minimise the risk of fatigue, injury or illness through any act or omission.

Ensure employees are not, by use of drugs or alcohol, in a state, which may endanger their own or the safety of others at work.

Ensure that the company meets its legal and moral obligations to its employees and the community.

Ensure that employees who are deemed unfit for work are dealt with in a fair and constructive manner.

Provide guidance and counseling to employees who require assistance to overcome issues associated with their fitness for work.

Provide education and training to employees to ensure they understand their responsibilities on fitness for work issues.

BH Mining & Civil management is responsible for the implementation of this policy and associated procedures, and employees shall abide by this policy as a condition of their employment.



Brian Hoare  
**Managing Director**  
**BH Mining and Civil Pty Ltd**

Dated: 18 September 2015