



## **SHEQ MANAGEMENT POLICY**

This statement sets out how LACAM CLEANING SERVICES is committed to achieving the highest standard of Safety, Health, Environment and Quality performance throughout the operations of LACAM. We undertake all activities in a highly responsible, professional and competent manner and strive to continuously improve performance towards an ultimate objective of ZERO HARM to people and the environment and satisfaction by our clients and stakeholders.

LACAM provides prides itself to offer a wide variety of quality, cost efficient commercial contract cleaning services strictly in adherence to industry specifications and procedures. We do offer services from daily cleaning to large corporates to smaller businesses requiring less frequent cleaning

Our professional cleaning services include:

- Offices
- Ablution Facilities
- Kitchen Canteen Areas
- Industrial Workshop Areas ( inside and outside)
- Cleaning of Office Yards, Cars and Parking Areas

At Lacam, we also do offer the following services:

- Serving Beverages(Tea and Coffee) to staff and for meetings
- Specialist knowledge
- Personal, dedicated service

### **OUR PRINCIPLES**

- Safety, health, quality and care for the environment are fundamental principles of our business.
- The Safety and Health of our colleagues, customers, business partners and communities in which we do business is our number one priority.
- Visible leadership and personal accountability for SHEQ, at all levels.

### **SAFETY AND HEALTH**

- Promote wellbeing and professional skills, and provide a healthy environment for our employees.
- Develop and provide safe methods of work and appropriate training for all employees and activities.
- Assess and manage all risks associated with our business operations.
- Report and investigate all incidents and share learning on all levels.
- Comply with all applicable laws, directives, industry guidelines and client requirements.

## ENVIRONMENT

- Minimise impact of all operations on the environment.
- Optimise the use of natural resources.

## QUALITY

- Meet or exceed customer requirements in all operations
- Report and investigate all complaints and non-conformities and be proactive through communication to our customers and partners in the supply chain.

## SECURITY

- Protect staff, assets and information from harm
- Transport, store and handle dangerous goods in compliance with relevant legislation

## WE ARE COMMITTED TO

- Comply with legal requirements and requirements of OSHAS 18001 and our Integrated Management System (IMS)
- Maintain, review and continually improve the IMS as required.
- Develop and train personnel to sustain skill levels and continuously create SHEQ awareness.
- Continuously communicate and train employees on procedures, processes, instructions, policies, manuals, best practices and knowledge.



**ADELAIDE RUITERS(MD)**

1/7/2014