

Sun Safe Policy

This policy aims to:

- Provide appropriate sun protection control measures to ensure a safe working environment.
- Provide ongoing education that promotes personal responsibility for skin cancer prevention.

Our Commitment

This organisation will reduce workers' exposure to UV radiation by requiring the use of sun protection measures by outdoor workers at all times when working outdoors for extended periods, in alpine regions, or near highly reflective surfaces.

Controls

Management will where possible:

- Provide shaded areas or temporary shade for work.
- Provide indoor areas or shaded outdoor areas for rest/meal breaks.
- When possible, move work away from reflective surfaces such as concrete slabs.
- Ensure each worker is abiding by the required sun protection measures

Personal Protective Equipment and Clothing

Workers who work outdoors will be provided with the following personal protective equipment, which must be worn when working outdoors:

- Long-sleeved shirt with a collar made from material with an ultraviolet protection factor (UPF) of 50+.
- Trousers made from UPF50+ material.
- A sun-protective hat that shades the face, head, ears and neck, is made from UPF50+ material, and is in a broad-brimmed, bucket or legionnaire style.
- Attachable brims and neck flaps when wearing a hard hat.
- Broad-spectrum, water-resistant sunscreen with a sun protection factor (SPF) of 30+ or higher, that is applied generously 20 minutes before going outdoors so that it can be absorbed, and reapplied at a minimum of every two hours. Sunscreen should be stored in a cool place (below 30°C) to prevent deterioration and reduction in effectiveness. The expiry date on the bottle should also be checked and adhered to. Sunglasses that are close fitting, have a wrap-around style and have an eye protection factor of 9 or 10, or meet Australian Standards (AS/NZS 1067:2003) or safety glasses (AS/NZS 1337.1:2010).
- A lip balm containing SPF30+ or higher is also recommended.

Commitment

Management will:

- Provide training to workers to enable them to work safely in the sun.
- Ensure that training is provided as part of induction for new workers.
- Ensure that managers and supervisors act as positive role models.
- Adopt sun protection practices during all company social events.
- Ensure that the sun protection policy and requirements are made available to staff, contractors and visitors.
- Monitor the use of sun protection control measures to ensure compliance.
- Ensure that injury reporting procedures are followed when an incident of sunburn occurs in the workplace.

Workers will:

- Cooperate with all measures introduced by management to minimise the risks associated with exposure to UV radiation.
- Comply with instructions and advice in regards to the use of sun protection control measures.
- Participate in sun protection education programs.
- Act as positive role models.
- Be responsible for their own sun-protective practices at work.

Document Control

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Dated: 16/02/2024

Position: Managing Director

Signed:

A handwritten signature in black ink, appearing to be 'M. Lee'.

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