

WORK HEALTH AND SAFETY POLICY

COMMITMENT

Arriba Group and its subsidiary entities are committed to providing a safe workplace through our Purpose, Vision, Mission, and Values, and by creating a supportive work environment for our employees, contractors, clients, and others. This commitment is supported by the health, safety and wellbeing policies, processes, and systems that will progressively align to both Work Health and Safety Legislative and international standard ISO 45001 requirements.

SCOPE

This policy applies to everyone who works at or acts on behalf of Arriba Group Pty Ltd in any capacity, whether full-time, part-time, and casual, including board members, employees, volunteers, students, consultants, contractors, clients, and visitors. Throughout this document, the 'Arriba Group' refers to the operations of Livebig Pty Ltd, Rehab Management (Aust) Pty Ltd, Arriba Corporate and AimBig Employment Pty Ltd, operating under the ultimate holding company Arriba Group Pty Ltd.

PRINCIPLES

Arriba Group adopts a risk management approach, including:

- Ensure the business complies with legislation relating to health and safety
- Hazards and risks to health, safety and welfare are identified, assessed and, where they cannot be eliminated, are effectively controlled as far as reasonably practicable
- Provide safe systems of work which will assist managers, workers and volunteers to carry out their work safely and contribute to the health, safety and welfare of all persons in the workplace
- Workers and volunteers will be consulted and participate in the decision-making process on matters which directly affect their health, safety and welfare at work
- Workers and volunteers will be provided with the appropriate information, instruction, training and supervision to carry out their role and responsibilities in a safe manner.

RESPONSIBILITY

WHS Team

- Conduct due diligence and implement governance policies, legal requirements and industry standards.

- Define and implement a governance structure that defines our work health and safety responsibilities and accountabilities.
- Review the work health and safety management system that eliminates or minimises risk of injury or illness to all employees, contractors, clients, and others.
- Ensure our people are informed, understand and fulfil their responsibilities and demonstrate commitment to accountability and leadership in work health safety and wellbeing to ensure work is carried out safely and eliminates or minimise risk to staff and clients.
- Commit to a changing risk profile and seek to eliminate and reduce our health and safety risks through effective hazard and risk management systems and processes.
- Manage health and safety risk by providing open communication and proactive Hazard, Incident reporting and investigation system.
- Ensure measurable objectives and targets are in place to promote continuous improvement in health and safety performance.
- Provide a Return-to-Work process for all employees following a work-related illness or injury and, where practicable, non-work-related illness or injury
- Provide health, safety and well-being training to workers based on their relevant position.

Managers, Team Leaders will commit to:

- Ensure the business complies with legislation relating to work health and safety
- Implement and maintain Arriba Group's Health and Safety Management System within their area of responsibility
- Provide and maintain, as far as reasonably practicable, a working environment that is safe and without harm to health safety and wellbeing of staff and clients
- Provide suitable injury management and return to work for injured workers. Develop and maintain a culture where everyone feel's safe and believe safety is everyone's responsibility.
- Engage and consult with employees and worker representatives (if in existence) in an open and respectful manner on all matters that may affect their health, safety and wellbeing

Arriba Group workers, visitors and clients will commit to:

- Take reasonable care for their own personal health and safety and the safety of those who may be affected by their actions or omissions
- Follow and co-operate with applicable Arriba Group health and safety policies, procedures and reasonable direction given by management

- Participate in safety training and adhere to all health and safety training, information and instructions provided by Arriba Group
- Report health and safety hazards, near miss, incidents, or injuries within 24 hours including to the relevant external authorities such as the NDIS Quality and Safeguarding Commission or child protection
- Use equipment provided for work in a safe manner and as instructed and promptly report any hazards or incidents associated with this equipment
- Identifying and supporting measures to eliminate or minimise risk of injury or illness.

Signed:

Marcella Romero

Chief Executive Officer – Arriba Group

Date: 23/10/2022