

Health & Safety, Environmental and Quality Policy



SJB Architects embraces the disciplines of architecture, interior design and urban design. Our services include the provision of architectural design services to the built environment industry.

This policy is applicable to our Directors and employees. It expresses our ongoing commitment to understand, abide by and regularly review these key principles and actions. Health and Safety, the Environment, and the Quality of products and services is of the utmost importance to Senior Management.

It is our commitment to:

- Provide safe and healthy working conditions for the prevention of work-related injury and ill health
- Eliminate hazards and reduce WHS risks
- Consult with workers and their representatives and encourage their participation in the management system
- Incorporate risk management into all aspects of our business
- Protect the environment and prevent pollution.
- Comply with WHS and environmental legislation and fulfil requirements which are relevant to SJB Architects.
- Satisfy agreed customer requirements and statutory and regulatory requirements related to the service being offered
- Maintain and continuously improve a Management System that complies with the requirements of ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018.

In order to achieve this, the following objectives have been established:

- Communicating this policy to all existing employees and to new employees when they commence with SJB Architects
- Learning from our mistakes, implementing corrective & preventive actions, and continually improving our management system
- Setting measurable objectives and targets which will be monitored to ensure continual improvement
- Consistently and efficiently deliver services to our customers that comply with their specifications and relevant standards
- Resolve customer, employee and supplier queries promptly and in a respectful manner

This policy together with the measurable objectives and targets will be reviewed on an annual basis to ensure that it remains relevant and suitable to the operations of SJB Architects.

A handwritten signature in black ink, appearing to read 'John Pradel', written over a horizontal line.

John Pradel
Director

21 July 2020

Date