

WORK HEALTH AND SAFETY

Statement of Policy

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PASSION | INTEGRITY | RESILIENCE

Work Health and Safety Policy

Statement of commitment

Creative Territory Pty Ltd (“Creative Territory”) is committed to providing and maintaining a safe and healthy working environment for all employees, contractors, consultants, and stakeholders. As a specialist stakeholder engagement consultancy operating within the resources sector, Creative Territory acknowledges its legal and ethical obligations under applicable work health and safety legislation and international standards.

This commitment includes compliance with:

- The *Work Health and Safety Act 2011 (Commonwealth)*
- The *Northern Territory Work Health and Safety (National Uniform Legislation) Act 2011*
- The *Model Work Health and Safety Regulations*
- The *International Labour Organization (ILO) Convention No. 155 on Occupational Safety and Health*
- The *United Nations Guiding Principles on Business and Human Rights (UNGPs)*, particularly in relation to safe working conditions.

Creative Territory recognises that its personnel frequently operate in third-party workplaces, including mine sites, corporate offices and remote community settings. In such contexts, personnel must comply with the WHS policies, procedures and directions of the host organisation, in addition to Creative Territory’s internal standards.

Scope and applicability

This policy applies to all persons engaged by Creative Territory Pty Ltd, including employees, directors, contractors and consultants, regardless of location or employment status. It also applies to visitors and volunteers where applicable.

The policy governs:

- WHS responsibilities and obligations
- Risk management and hazard control
- Incident reporting and investigation
- Fitness for work and wellbeing
- Compliance with host workplace WHS protocols
- Emergency preparedness and response.

This policy is applicable to all work environments, including:

- Creative Territory’s own premises and remote work settings
- Client and partner workplaces where Creative Territory personnel are deployed
- Fieldwork locations, including Indigenous communities and resource sector assets
- International project sites, subject to local WHS laws and standards.

Where discrepancies exist between Creative Territory’s WHS standards and those of a host workplace, personnel must comply with the higher standard, unless otherwise directed by legal or contractual obligations.

WHS responsibilities

Creative Territory shall:

- Provide and maintain safe systems of work
- Ensure appropriate WHS training, induction and supervision
- Consult with personnel on WHS matters
- Monitor compliance and continuously improve WHS performance.

All personnel must:

- Take reasonable care for their own health and safety
- Comply with all WHS instructions, procedures, and site-specific rules
- Report hazards, incidents, and near misses promptly
- Cooperate with investigations and corrective actions
- Refrain from engaging in unsafe or unlawful conduct.

Risk management

Creative Territory adopts a proactive approach to risk management, including:

- Identification and assessment of WHS risks prior to project commencement
- Implementation of control measures in accordance with the hierarchy of controls
- Regular review and update of risk registers and safety plans
- Integration of cultural, environmental and community-specific considerations

Where personnel are deployed to third-party sites, Creative Territory shall ensure that:

- Site-specific WHS inductions are completed
- Risk assessments are reviewed and understood
- Emergency procedures are known and accessible
- PPE and safety equipment are provided or confirmed as available.

Incident reporting and investigation

All incidents, injuries, illnesses and near misses must be reported immediately to the relevant supervisor or WHS contact. Reporting obligations include:

- Internal notification to Creative Territory
- Compliance with host site reporting protocols
- Statutory reporting to regulators where required.

Creative Territory shall investigate incidents in a timely and impartial manner, with a view to identifying root causes and implementing corrective actions. Findings may be shared with host organisations where appropriate.

Fitness for work and wellbeing

Creative Territory supports the physical and psychological wellbeing of its personnel. All individuals must present fit for work and notify their supervisor of any condition that may affect their ability to perform duties safely.

Support measures may include:

- Flexible work arrangements
- Access to employee assistance or referral services
- Culturally appropriate wellbeing initiatives
- Fatigue management protocols.

Compliance with host workplace WHS rules

Creative Territory personnel working on client or partner sites must:

- Comply with all site-specific WHS policies, procedures, and directions
- Participate in mandatory inductions and briefings
- Use required PPE and follow operational controls
- Respect cultural and community protocols relevant to the site.

Failure to comply with host WHS rules may result in removal from site, disciplinary action or termination of engagement.

Emergency preparedness

Creative Territory shall ensure that personnel are aware of emergency procedures relevant to their work location, including:

- Evacuation routes and muster points
- Contact details for emergency services and site supervisors
- First aid resources and medical support
- Communication protocols during emergencies

Where operating in remote or international locations, additional contingency planning shall apply.

Review and continuous improvement

This policy shall be reviewed annually or as required to reflect changes in legislation, operational context, or stakeholder expectations. Amendments shall be approved by the Director and communicated to all personnel.

Creative Territory encourages feedback and participation in WHS improvement initiatives.