
Work Health & Safety Policy and Safety Management Framework

Mercantile Group | Techmert Corporate Policy

Policy Owner	Effective Date	Next Review
Management	16-Jun-25	16-Jun-27

1. Purpose

This policy establishes the principles and controls used to support work that is safe and without risks to health so far as is reasonably practicable, and to comply with applicable work health and safety laws and site requirements.

2. Scope

This policy applies to Mercantile Group Pty Ltd as trustee for Mercantile Group Trust, trading as Techmert (together, “Mercantile Group and Techmert”), including management, contractors, agents, suppliers and other business partners where relevant. Mercantile Group and Techmert currently operate without employees. Any reference in this policy to employees or workers applies only to supplier or contractor personnel, or to personnel engaged by Mercantile Group and Techmert in the future.

3. Policy Commitment

Mercantile Group and Techmert are committed to preventing injury and ill health by identifying hazards, assessing risks, applying appropriate controls and promoting safe work practices. Safety requirements will be considered in sourcing, handling, transport, delivery, installation and any work undertaken at customer or third-party sites.

4. Core Safety Controls

- Identify hazards before work starts and assess material risks associated with activities, products, transport, handling and site work.
- Eliminate risks where reasonably practicable; otherwise reduce risks using the hierarchy of controls.
- Provide relevant information, instruction and supervision to contractors and other persons carrying out work for or on behalf of Mercantile Group and Techmert where required.
- Require contractors and suppliers to comply with applicable safety laws and agreed site requirements.
- Report, investigate and correct incidents, near misses, unsafe conditions and material safety non-conformances.
- Maintain suitable welfare and hygiene arrangements where Mercantile Group and Techmert control a workplace or work activity.

5. Work at Customer or Third-Party Sites

- Before work begins, applicable induction, permit, traffic, PPE, emergency and access requirements must be reviewed.
- A task risk assessment, JSA or SWMS will be prepared where required by law, by the level of risk, or by the site controller.
- Work must not commence where required controls, competencies, permits or approvals are not in place.
- Routine delivery of goods will follow the receiving site's traffic, unloading and access instructions. High-risk work will not be undertaken without the required documentation and controls.

6. Incident Reporting and Corrective Action

- Immediate hazards are to be controlled first. Incidents and near misses are to be recorded and investigated proportionately, with corrective actions assigned and tracked.
- Where an incident affects a customer, supplier or site controller, relevant parties will be notified promptly in accordance with legal, contractual and site requirements.
- Lessons learned will be incorporated into future sourcing, packaging, transport or work procedures where relevant.

7. Responsibilities and Records

- Management is responsible for maintaining this framework and ensuring proportionate controls are implemented. Contractors, suppliers and any other persons carrying out work for or on behalf of Mercantile Group and Techmert are expected to follow applicable safety requirements and promptly report hazards or incidents.
- Records may include risk assessments, SWMS/JSA documents, inductions, incident reports, corrective actions, training evidence and relevant supplier or transport documentation.

Approval and Review

This policy is approved for use by Management on behalf of Mercantile Group and Techmert. It will be reviewed by the next review date shown above, and earlier where there is a material change in law, business activities, customer requirements, risk profile or supply-chain arrangements.

Where a customer, contract, purchase order, specification or site requirement imposes a higher standard, the applicable higher requirement will be reviewed and adopted where accepted as part of the engagement.