

**Paul Chapman**

**PESTPROOF Pest Control**

www.pestproof.co.nz

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They Shall Not Pass®

**AntMan®**

www.antman.co.nz



## Health and Safety Policy Statement

Pestproof Limited trading as Pestproof Pest Control is committed to maintaining a safe and healthy working environment for the safety and health of our employees and other persons in the workplace and/or in the vicinity of the workplace. Health and safety is everyone's business, and everyone is expected to share in our commitment to avoid all accidents and incidents, which may cause personal injury, property damage or loss of any kind. Every employee is expected to act safely at all times to ensure that no action or inaction causes harm to themselves, their fellow employees and others in the workplace.

We will ensure the safety of employees by:

- Providing and maintaining a safe working environment
- Providing facilities for health and safety
- Ensuring all plant and equipment is safe
- Ensuring all employees (including any mobile workers), and other persons at (or in the vicinity) of the place of work are not exposed to unmanaged or uncontrolled hazards
- Developing and implementing emergency and evacuation procedures

To achieve this, we will:

1. Carry out planned self-inspections to monitor health and safety issues.
2. Ensure all employees are given reasonable opportunities to participate effectively in ongoing processes for the improvement of health and safety in our workplaces.
3. Systematically identify and control all hazards in our workplace. Where there are significant hazards we will take all reasonably practicable steps to eliminate, isolate and or minimise these hazards to prevent any injury or damage.
4. Inform all employees of these hazards and the hazard controls and ensure all employees are properly trained and supervised.
5. Record all accidents, incidents and illnesses in our workplace, and take all practicable steps to prevent these events from recurring by investigating and analysing events to identify and remedy their causes.
6. Ensure that where employees are affected by harm or illness from work, that appropriate steps are in place to manage the person's injury or illness and rehabilitation.
7. Inform and train all employees in emergency plans and procedures and evacuation procedures.
8. Take steps to protect visitors and other people from workplace hazards.
9. Ensure that contractors and sub-contractors are not exposed to hazards within our workplace and do not expose our employees to hazards that the Contractor introduces.

Authorised by:

Paul Chapman – Managing Director

Date: 4th April 2022

This policy will be reviewed by: 30 April 2023

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## **Covid-19 Health and Safety Update**

We have taken the following additional precautions to ensure the safety of our staff and customers:

- 1- Our office staff may call commercial customer that are due for service to ask if we can carry out the service. We will ask if anyone has flu symptoms. If so, we will only perform outdoor services.
- 2- Our office staff will question every residential contact when booking a job asking if anyone has any flu symptoms or is quarantined. If so, we will not enter the building and perform only exterior service if possible.
- 3- Prior to arriving at a home address, our technicians are encouraged to call to confirm their arrival time. Our technician may ask again if anyone is ill with symptoms or if anyone is quarantined. If so, the technician will not enter the building. If applicable the technician may only perform external work.
- 4- If our technicians are required to enter a home or a business for a job, they will make sure that a minimum of 2 metres physical distancing is always maintained. Please keep your children and pets away from them.
- 5- Prior to entering homes or businesses our technicians may ask the person in charge to come outside to discuss the pest issue and ask questions about the internal lay out to minimise the time spent indoors.
- 6- Our technicians may ask the client to open all gates and doors before they start working.
- 7- To keep homes safe during Covid-19 Red Light Setting our technicians will sanitise the base of any equipment brought in. They will wear disposable gloves and disposable shoe covers.
- 8- To allow our technicians to feel safe they may decide to wear additional personal protective equipment such as respirators, goggles, disposable or reusable overalls and hats.
- 9- Our technicians are very aware of the Covid-19 government health advice and precautions such as frequent hand washing and the use of hand sanitisers. Keeping a safe distance from others. Not touching eyes, nose or mouth. Cover coughs and sneezes with elbow or tissue.
- 10- The used service tools and vehicle controls are frequently sanitised.
- 11- All our staff members have been advised to stay home if they feel unwell or may have come into contact with someone who has been exposed.
- 12- We are closely following guidelines and update from the Ministry of Health.

Paul Chapman – Managing Director

Date: 4th April 2022