
HEALTH AND SAFETY POLICY

1.1 Overview

Zip is committed to providing a healthy and safe place to work. The Company believes that providing a safe and healthy environment with work practices that do not compromise the safety, security, physical and mental health and wellbeing of its employees, visitors and contractors is essential to Zip's long-term success.

1.2 Objectives

Zip will meet its commitment to health and safety by:

- complying with all applicable health and safety legislation;
- identifying and analysing hazards and risks;
- documenting and implementing and maintaining controls to eliminate or reduce these hazards/risks, including effective prevention programs that are consistent with the risk profile of Zip's workplaces and activities;
- monitoring, reviewing, reporting on health and safety performance on a regular basis;
- taking action to mitigate health and safety risks;
- ensuring that any incidents, concerns and complaints are adequately recorded, investigated and appropriate measures implemented where required;
- communicating to all workers and visitors the Company's health and safety procedures and any other relevant health and safety information is disseminated; and
- supporting and promoting the health and wellbeing of our people.

1.3 Responsibilities

Zip aims to provide and maintain a working environment that minimises risks to the health, safety and welfare of all employees and visitors. An essential element of this system is that it is a cooperative and consultative relationship on health and safety matters between the Company's management and executive staff and employees, with a view to achieving continuous improvement in work health and safety.

People are our most important asset and we ask that all staff work together to help us make wellbeing and safety an integral part of how we operate by:

- taking reasonable care of your own health and safety, including their mental health wellbeing;
- taking reasonable care not to do, or fail to do, anything with the consequence that the health or safety of anyone else at Zip is adversely affected;
- taking reasonable care to report any unsafe practices and conditions to your manager; and
- complying with Zip's procedures relating to health and safety and with any reasonable instruction given relating to a health or safety matter, including a requirement to undertake training.

Zip are committed to fulfilling the objectives of this policy and expect the same of all workers and contractors working on our behalf.

1.4 **Review of Policy**

The Board will periodically review this Policy. External reviews may be undertaken of this Policy at the request of the Board.

This Policy may be amended by resolution of the Board. Date of last review: 1 July 2020