

Lynwood Quarry Mobile Phone Policy

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Holcim Australia & New Zealand (HANZ) is a part of LafargeHolcim the most advanced company in the building materials industry. We conduct our business in a manner that leads to creating a healthy and safe environment for all stakeholders (employees, contractors, communities and customers) built on a true safety culture. Health and Safety is our overarching value. We believe in visible leadership and personal accountability for Health and Safety at all levels and throughout our organization.

To support this, Lynwood Quarry implements the following in relation to mobile phone use on site:

- All manager/supervisor light vehicles must be fitted with an approved hands free kit or substituted with an approved earpiece for dialling, answering calls and/or bluetooth connected to their phone. The UHF/Digital radio must remain on and audible at all times.
- Mobile phone use during work periods should be restricted to work related issues only. Personal calls are to be made during meal breaks or off site.
- Operators of mobile equipment (including staff and contractors), unless in a supervisory position or authorised by site manager, must not have a mobile phone on or near them whilst operating heavy machinery. If approved, then the mobile phone can be used once the GET is lowered to the ground and the machine is turned off.
- Drivers of aggregate transport road trucks who use mobile phones for work purposes (both company and ex-bin) must use an acceptable hands free device for making/receiving calls whilst the vehicle is operation on site. The UHF/Digital radio must remain on and audible at all times.
- Pedestrians must have approval to have a mobile phone in a restricted area, and can only use it when not in traffic area. If approved, mobile phones can be used in an office, laboratory or an area of a building that vehicles cannot enter e.g. on a conveyor walkway or in a sign posted phone use area. It is mandatory that pedestrians remain stationary i.e. stand still whilst using a mobile phone to prevent inadvertently entering a hazardous area.

- All urgent personal calls can be made through the admiration office (02 4820 7001) or through the site emergency mobile (0428 662 945). Arrangements for exceptional circumstances may be coordinated through the quarry manager for a specified period of time.
- All emergency calls must be relayed to the site manager, area manager or supervisor, in a timely manner, after the call is received.
- No audio or visual recordings of any nature are to be taken on site without approval from a manager. Permission must be sort for all persons involved in the media, and these items must not be altered in any way, or be distributed without the consent of the quarry manager.

Further information about this policy can be requested from your site supervisor or manager.

Declan Close
Quarry Manager, Lynwood Quarry

13/05/2019