

## Personal Protective Equipment Policy

Synergex Project Services Pty Ltd (The Company) has developed this Personal Protective Equipment (PPE) Policy to ensure suitable PPE is provided, used, and maintained to minimise risks to health and safety for all employees, contractors, and visitors.

Synergex Project Services is committed to identifying hazards, assessing risk and implementing appropriate control measures in accordance with the hierarchy of controls where PPE will be used in line with other controls to ensure the safety of all who attend Synergex managed work locations.

Synergex Project Services is committed to PPE management by undertaking the following:

1. **Compliance Obligations**

Adopting operating practices that meet the requirements of the Work Health and Safety Act 2011 and Work Health and Safety Regulation 2011, with emphasis on hazard identification, risk management, and injury prevention.

2. **Provision and Suitability of PPE**

Ensuring PPE is provided where required, suitable for the task and conditions, compliant with relevant Australian Standards, and supplied to workers where required by legislation.

3. **Training and Communication**

Providing appropriate training, instruction, and information on the correct selection, use, fit, care, and limitations of PPE, and communicating PPE requirements through inductions, toolbox talks, procedures, and signage.

4. **Leadership and Accountability**

Ensuring supervisors and managers enforce PPE requirements, with senior leadership providing the resources necessary to support effective PPE management.

5. **Worker Responsibilities**

Requirement for all workers to wear and use PPE as directed, inspect PPE prior to use, report defects, maintain PPE in a serviceable condition, and not misuse or damage PPE.

This policy applies to all services within the defined scope of the Synergex Workplace Health and Safety Management System.

Authorised by



Gary Wicks  
Managing Director  
Synergex Project Services