

Aim:

Meneghello Group of Companies ensures:

- The safety of visitors by not exposing them to danger or workplace hazards on their premises.
- Visitors do not pose threats to our premises and property
- Visitors do not distract our employees/contractors.

Objectives:

This policy has been developed to permit only authorised visitors to enter any Meneghello Group of Companies workplace or specified locations of the workplace.

Commitment:

It is the policy of Meneghello Group of Companies that visitors are kept safe and not injured while in attendance at any of our workplaces.

In developing this policy for the protection of visitors, consideration will include:

- The identification of hazards and the assessment and control of risks at the workplace.
- The need to ensure the work environment allows safe access/egress of visitors.
- The provision of authorised entry.
- The provision of suitably competent persons to accompany visitors.
- The restriction of visitors from all high-risk areas.
- Issue and instruction in the use of any personal protective equipment deemed necessary to protect the visitor from exposure to any hazard.

Before being authorised to enter Meneghello Group of Companies workplace or a specified location of the workplace, all visitors will be provided with specific instructions on the nature of hazards within the workplace prior to entry.

All visitors will be made aware of the requirements of the workplace emergency procedures.

Visitors working on site between one or more days are required to read, understand and participate in Meneghello's Visitor Induction.

This document is reviewed and resigned annually.

Signed:



Danny Meneghello
Managing Director
Date: 05/03/2020

Rev 4

