



Contractor Management Policy

Goodline is committed to eliminating or controlling the risks associated with managing consultants and contractors in a multi disciplined workforce. Goodline will provide appropriate and safe management of its contractors through compliance to its Contractor Management Policy and Procedure and all relevant Government safety legislation.

The business operations of Goodline regularly require consultants and contractors to be engaged in order to provide specific services. Consultant and contractor activities may have the potential to result in adverse safety, health and environmental impacts if not managed appropriately.

Contractor Minimum Standards

Goodline is committed to ensuring that it engages consultants and contractors who:

- Are able to work in a safe, healthy and productive work environment and do not compromise the health or safety of Goodline staff, the staff of client organisations, or any other persons within the work environment;
- Assist it in providing a safe, high quality service to clients and the general community;
- Take all necessary action to protect the environment and Goodline assets; and
- Fulfill their safety, health and environmental obligations and do not compromise the safety of staff or others in order to minimise cost.

Contractor Safety Risk Management

Goodline minimises the risks to safety arising from the presence and performance of services by consultants and contractors by:

- Engaging contractors in accordance with detailed pre-selection processes, ensuring all that appropriate licenses, competency certification, insurance and indemnities are provided by the consultant or contractor prior to commencement of work;
- Providing appropriate levels of induction and awareness training for consultants and contractors;
- Ensuring that an appropriate level risk assessment / task safety analysis is conducted where required, by the consultant or contractor, prior to the commencement of tasks and that identified risks are eliminated or mitigated as far as is reasonably practicable;
- Providing appropriate levels of supervision of consultants and contractors; and
- Assessing and monitoring contractors' performance in accordance with this Contractor Management Policy.

John Kennedy
Managing Director

Date 22 November 2010

