



WHSQ Policy

The Adecco Group Australia consisting of Adecco Holdings Pty Ltd and its related bodies corporate (**Adecco Group**) is dedicated to providing the highest level of excellence in the recruitment and placement of permanent, contract and temporary staff, and the management of services and talent and technology solutions for customers.

Adecco Group Management are committed to a systematic approach to managing safety and quality, as part of an overall governance, risk and compliance framework, aimed at fulfilling our legislative requirements at all times and upholding a culture of safe work practices, risk-based thinking and continuous improvement. The overall objectives of our Work Health & Safety and Quality (**WHS&Q**) management system(s) are to consistently deliver service that creates value, exceeds customer expectations, executes against Adecco Group strategies and ensure, as far as is reasonably practicable, the health, safety and welfare of our workers and stakeholders who may be affected by our operations.

Our specific goals are to provide the most appropriate policies, systems, services, solutions and people to support our customers in achieving business success and to develop a partnership with our customers by satisfying their service expectations, while procuring the health, safety and welfare of workers.

To support this, the Adecco Group is committed to ensuring that:

- our customers' business needs are understood, challenged and responded to in alignment with agreed requirements;
- workers and contractors carry out their work safely, mitigating risk to themselves and others, and agree to comply with internal and, when on assignment, client WHSQ requirements;
- workplace hazards are eliminated, as far as is reasonably practicable;
- measurable objectives and targets are identified, tracked and reported on, to ensure we meet business objectives, contract commitments and reduce work related injury and illness through effective implementation of the WHSQ management system(s);
- all management representatives are held accountable for promoting and implementing WHSQ requirements and best practice in their area of responsibility;
- open consultation, coordination, cooperation and feedback mechanisms are maintained with workers and client organisations regarding the management and resolution of WHSQ issues and the provision of systems and tools to support service excellence and ensure client satisfaction;
- all quality issues and workplace incidents and injuries are reported in an appropriate timeframe, and the circumstances investigated where required, recorded and suitable measures taken to prevent any recurrence;
- all statutory duties and relevant legislation, including the necessary registration, certification and licensing requirements are complied with; and
- the competitiveness of the Adecco Group is sustained and improved by harnessing diversity and creating an inclusive working environment, developing our people, nurturing our organisational values, and continually improving our processes, systems and work practices.

In alignment with responsible work practices, the Adecco Group is committed to managing our direct environmental impact through reducing our greenhouse gas emissions, paper consumption and waste recycling.

Nicholas Lee
SVP & Country President, Adecco Group Australia