



WRIGHT BUSINESS DEVELOPMENT

## CONTINUOUS IMPROVEMENT POLICY

### Wright Business Development

#### POLICY STATEMENT

Wright Business Development (WBD) is committed to ensuring systematic continuous improvement in all aspects relating to the health and safety of our workers, clients, customers, and service providers. This will be achieved by adopting and applying the principles of continuous improvement in our operations, health and safety management systems, the training and competency of workers, and consultation with all relevant stakeholders and interested parties.

#### AIMS AND OBJECTIVES

WBD will strive to improve the efficiency and effectiveness of health and safety functions and resources through the use of the continuous improvement Plan-Do-Check-Act (PDCA) process. To achieve this, WBD will –

- set health and safety objectives and targets in conformity with the WHS Policy
- establish, assess and review the effectiveness of procedures to achieve those objectives and targets
- achieve conformance with WHS Policy objectives and targets, and
- document processes to demonstrate continuous improvement to others.

#### RESPONSIBILITIES

Management of the company will implement and maintain documented procedures relating to identifying and acting on opportunities for improvement, including consultation with, and feedback from, relevant stakeholders. WBD will identify relevant key performance indicators (KPIs), and identify areas for improvement, and set and publicise targets relating to each identified KPI.

Management will, at specified intervals, analyse all data relating to WHS objectives and targets, and compare key KPIs to the objectives and targets to allow assessment of, and review of, implemented controls, and, if necessary, identify further means of improvement of procedures and processes to achieve objectives and targets.

Workers and other interested parties will be encouraged to participate in the continuous improvement process by involvement in the development of targets and procedures to achieve those targets. This will be achieved through participation in workshops, toolbox talks and other consultative mechanisms.

Signed :

A handwritten signature in black ink, appearing to read 'Gavin Boyd', is written over a horizontal line.

**AUTHORISED BY**

Position: Director

Date: 01/01/2019