

SMOKING POLICY STATEMENT

Penrith Personnel is committed to providing a safe work environment that is free of Environmental Tobacco Smoke.

Employees are not permitted to smoke inside the premises or at the entrance of Penrith Personnel at any time. Under the Work Health and Safety Act 2011, an employer must ensure so far as is reasonably practicable, the health, safety and welfare of all employees and others at the workplace.

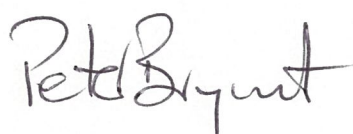
Passive smoking is the breathing of Environmental Tobacco Smoke (ETS). This has been proven to increase the chance of contracting or aggravating a range of illnesses including:

- Cardio-vascular disease
- Lung cancer
- Asthma
- Acute irritation of the respiratory tract
- Bronchitis, pneumonia and other chest illnesses in children

In order to provide a non-smoking work environment Penrith Personnel will:

- Designate its private first floor balcony as the smoking area
- Ensure that the door providing access to this designated smoking area from the workplace is kept closed at all times it is in use
- Ensure that this designated smoking area does not expose other buildings or people to passive smoking through air conditioning system intakes or in public areas
- Work with smokers to help them cope without cigarettes if they so choose
- Discipline employees who smoke in a non smoking area using counselling and other disciplinary actions up to and including termination of employment
- Ensure that all employees are aware of this policy
- Review this policy on an annual basis to measure its effectiveness

In addition, Penrith Personnel will work in partnership with client companies / host employers to promote awareness of their site smoking policies to Penrith Personnel's casual on-hire employees working on those sites. Any casual on-hire employee who breaches the site smoking policies of client companies / host employers will be subject to counselling and other disciplinary actions up to and including termination of employment



Peter Bryant
Director

Dated: 20 Feb 2013