



LOCKOUT AND TAG OUT POLICY

Any worker or member of the public engaged in maintaining; repairing; cleaning; servicing; or adjusting of any machinery; plant or equipment on Comgroup Supplies property will abide by the procedures outlined in this document and specific procedures the Comgroup Supplies HSEMS Maintenance Manual.

These procedures have been designed and implemented to meet and exceed applicable AS/NZ Standards for Safe Work Practices.

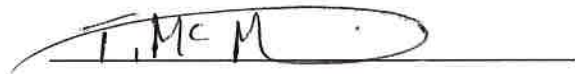
At Comgroup Supplies, this is done by:

- Conducting a Job Safety Analysis (JSA) for all major maintenance and repair operations within the business
- Utilizing JSA'S to develop Standard Operating Procedures (SOPS) to assure safe work practices
- Locking out plant and equipment as the first means of protection to ensure a safe workplace for all workers and members of the public
- Warning and/or Danger tags are attached in addition to the use of locks
- Tags alone may be used only when the application of a lock is not feasible and with the approval of the Head of Engineering and Head of People and Safety

Steven Myler
CEO


Signature

Terry McManus
Head of People and Safety


Signature