

ENVIRONMENTAL POLICY STATEMENT

"No-Harm Rule."

The Cordwell Group is a leading independent concrete supplier. Cordwell's have adopted environmental objectives to ensure our activities, products and services are designed to protect the ecological values of air, water, land, acoustic environment. We are ensuring that any wastes generated, transported or received as part of our operations are managed in a way that eliminates the potential of environmental harm.

The purpose of this policy is to demonstrate commitment to objectives for all members of our team to follow and the ways we intend to meet them:

Environmental Compliance

- Comply with licensing conditions; perform audits according to its environmental objectives and the current legislation/ obligations for the concrete batching industry.
- Cordwell's Concrete has conditions conducive to dust control by concreting our hard stand areas and using a dust extraction system where the dust is collected and reintroduced into plastic concrete - reducing the airborne dust level while improving cleaning performance.
- Cordwell Resources Pty Ltd at Kin Kin hard rock quarry, Chevallum sand extraction, and Yandina sand plant include site-based management plans developed by a third party. We have Main Road Certification, compliance with Council and DES licencing conditions and approved Environmental authority (EA).

Administration Controls

- Encourage consultation and cooperation between personnel; open, constructive dialogue with communities surrounding our operations.
- Actively promote environmental awareness among staff, contractors, customers and the public, and encourage them to support it.
- We endeavour to follow the principle of BATNEEC - Best available technology not entailing high cost; we monitor/ set measurable targets to identify possible areas of improvement,
- We have reduced waste by reusing and recycling returned concrete; Cordwell's site has a concrete materials reuse strategy.
- Promote efficient use of materials and resources throughout our facility, including water, raw materials and other resources, particularly those that are renewable, ie: water recycling systems.
- Wash down of chutes and barrels are in good wash area on-site or at a wash down depot; we use fuel-efficient trucks with environmentally friendly fuels.
- We are adaptive to the environment with all our works.

Reporting

- Investigate and report environmental incidents and take corrective and preventive actions as necessary.
- Develop and maintain appropriate emergency and spill response programs; in case of spillage, they are immediately cleaned up without any risk of entering a stormwater drain.

Improvement

- We will address the perspective life cycle of all business activities.
- Continually improve our environmental performance and minimize the social impact and damage of activities by periodically reviewing our environmental policy, considering our current and planned future activities.
- Reduce waste through innovative work practices/ recycling practices, where these alternatives are economical and suitable; we use alternative power and adopt eco-efficient practices to minimize our carbon footprint.
- Increase the use of environmentally acceptable materials, equipment and technology in place of those considered harmful; we ensure that our suppliers follow acceptable environmental policies.
- Management review meetings are our objective setting framework and are used to track the progress of our objectives.



David Cordwell
General Manager

20th January 2022

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OHS POLICY STATEMENT

"Safety is everyone's business. No Injury to Anyone"

The Cordwell Group acknowledges that providing a safe and healthy work environment is our most important objective that guides our behaviour across all our businesses. The importance is a moral and legal responsibility and a prerequisite for Cordwell's to achieve its objectives. As a family-owned business, we are dedicated to working in a manner that does not cause distress or harm to our employees, contractors, customers and the community.

In this policy, we demonstrate commitment to our safety objectives. We guide the behaviours of our team to achieve the goal of "no injury to anyone."

OHS Compliance

- Random and scheduled housekeeping inspections, routine maintenance checks, and strict safety requirements are in place across all operations to prevent accidents and protect employees and visitors from injury.
- Ensure that we comply with WHS, worker's compensation and injury management legislation, associated regulations and standards across Australia, and that management provide the latest versions with access to all staff.
- Assign capable people to work in and manage the business; provide employees with tools and resources needed to perform to expectations. Support all employees to take ownership of their workplace safety responsibilities.
- Provide a safe work environment, work methods, equipment/ substance; consistently implement procedures/ best practices.
- Follow "elimination, isolation, engineering, minimizing, rearranging, establishing, training and supervising and personal protective equipment risk control strategies"; be actively involved in OHS measures and support measures to eliminate or minimize unsafe conditions.

Administration Controls

- Deliver effective health and safety information, instruction and training at all staff levels; encourage all to participate irrespective of their position and assume personal responsibility for their own safety and those of other workers by continuously operating safely and appropriately.
- Employee fit for work policy is signed during induction with the company.
- Provide injury management advice and support to workers.
- Consult workers about changes in the workplace and allow them to contribute when decisions are made that may affect their health and safety at work.
- We keep our employees' site inductions up to date.

Reporting

- Encourage workers (as trained) to identify hazards and freely communicate them (prioritize reporting immediately when required) to peers, supervisors whose role is to act on the notification responsibly.
- Review, report, and actively rectify identified hazards, non-conformances and unsafe practices through Cordwell's hazard management procedure.
- Establish measurable objectives, targets and key performance indicators.

Improvement

- Manage risk by continually monitoring, reviewing, investigating and improving standards and procedures.
- Promote a workplace culture as a routine practice with the expectation that the injured/ill worker will either remain at work or attempt to return to work at the earliest opportunity; provide suitable/modified or alternative duties where practicable
- Ensure that no injured/ill worker is prejudiced by participating in a return to work plan/program and maintaining information confidentiality.
- Management review meetings are our objective setting framework and are used to track the progress of our objectives.



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These policies are part of our integrated management system (IMS) and extend to Ailort Pty Ltd as trustee for The Cordwell Family Trust (ABN 43 097 307 656) trading as Cordwells Concrete, Cordwells Haulage, Cordwells Maintenance, QC Testing and Cordwells Concrete Pty Ltd. (ABN 22 066 294 773). We meet registration, audit and submission time frames imposed by regulatory bodies. Regulatory compliance is with Standards ISO 9001, ISO 45001, ISO 14001. Management ensures these policies are implemented and maintained at all company levels and are on display for all to see.

QUALITY POLICY STATEMENT

"To set the highest industry benchmark in our products, customer satisfaction, and reputation."

Cordwells Group will achieve our quality commitment by continual improvement across our business and operating systems and providing a high standard of performance, meeting our customers and stakeholders' requirements in a timely and cost-effective manner.

The Cordwell Group consistently provides a range of products such as quarry construction materials, concrete, landscape supplies, and cement and flyash delivery that meet customer and essential stakeholder requirements. We have:

- Supplied across all market segments in the building and construction from residential to major infrastructure.
- Been servicing the Sunshine Coast and Hinterland since 1965, spanning four generations.
- A team with a vast range of industry experience across all aspects of the Group to ensure a high-performance standard is maintained.
- Our own fleet of trucks and mechanic workshop onsite, where we perform regular servicing on our entire fleet and plant to ensure we can operate our work safely and efficiently.

Quality Compliance

- Tender with quality product and service complying with recognised certification.
- Maintain our quality system to ensure customer satisfaction; conduct regular reviews to identify opportunities for action immediately.
- Manufacture concrete using materials specified in the Cement Standard (AS1379 Specification and Supply of Concrete); automation of batch plant control.
- Supply no non-conforming product to our customers through process and communication.
- Ensure management and staff are aware of and take ownership of their responsibilities.
- Ensure all staff are aware of and comply with all statutory and regulatory requirements and review all aspects of the business by regular communication and management review meetings.

Administration Controls

- Up to date and regular communication, training and development of staff about goals and quality objectives.
- Keep up to date with customer expectations; meeting all negotiated requirements and expectations of each customer and will insist that our staff provide the same high standard

Reporting

- Keep all records up to date and filled out correctly
- Efficiently reduce errors and enhance data integrity; CRM-batch facility avoids data entry errors and promotes accuracy.
- Carry out required concrete testing for individual projects by NATA registered organisation and forward results to customers as contracted and Cordwell's quality assurance.
- Provide timely reporting as required.
- Routine maintenance checks, strict safety requirements and calibration schedules for equipment/ machines are in place for the operation of plant and machinery. Immediately fix any findings.

Continual Improvement

- Cordwell's overarching aim is to continue to expand its customer network to maintain profitability and leadership in its field and allow a cost-effective supply of its services.
- We will develop the business for future growth by building a strong team, and through available technology
- Regular management review meetings are our objective setting framework and are used to track the progress of our objectives.



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