

17. **Health and Safety:**

- (a) The Employer will take all practicable steps to provide a safe and healthy working environment for the Employee. The Employee must use his or her best endeavours to ensure that no action or inaction on their part causes harm to themselves or any other person. The Employee must comply with any health and safety procedures specified by the Employer and must notify the Employer if the Employee becomes aware of any unsafe practice or situation in the workplace.
- (b) The Employee will be required to work outdoors, carry out physical work and work in close proximity to machinery as part of his/her duties. The Employee confirms that, other than as disclosed in writing before signing this agreement, the Employee has no mental or physical illness/disability/injury that would mean that:
 - (i) in carrying out his/her duties in the role there may be a risk of harm to him/herself or others (including that the duties might aggravate the illness/ disability/injury); or
 - (ii) to carry out the duties satisfactorily he/she might require special support or facilities.
- (c) The Employee shall report all accidents and/or injuries to the Employer within 24 hours of any accident or injury occurring. Failure to do so may be deemed serious misconduct and may result in summary dismissal.
- (d) The Employee shall notify the Employer within one working day of filing any work related claim with the Accident Compensation Corporation.
- (e) The Employee must not bring any illegal or prescription drugs or any alcohol into the workplace and must not consume or be under the influence of any drugs or alcohol while on duty at work or during work hours, unless they are drugs lawfully prescribed to the Employee by a registered medical practitioner and the Employee has been advised by such practitioner that it is safe for the Employee to take the drugs and perform his or her work duties.
- (f) Smoking is not permitted in the workplace, including (but not limited to) any common internal area, any work vehicle and any outdoor area where others are working or taking a break.
- (g) Compliance with this clause and with the Employer's health and safety policies and procedures is a key responsibility of every employee. Failure to do so may be deemed serious misconduct and may result in summary dismissal.

Health and Safety Policy Statement

NZ07 Horticulture is committed to implementing and actively maintaining a positive commitment to a safe and healthy working environment for employees and others in the workplace.

Health and safety is everyone's business, and everyone is expected to share in our commitment to avoid accidents which may cause personal injury, property damage or loss of any kind and to meet our requirements under the Health and Safety at Work Act 2015.

NZ07 Horticulture will work with employees to ensure their safety by:

- Providing and maintaining a safe working environment
- Providing facilities for health and safety
- Ensuring all plant and equipment is safe
- Ensuring all employees (including any mobile workers), and other people at (or in the vicinity) of the place of work are not exposed to unmanaged or uncontrolled hazards
- Developing and implementing emergency and evacuation procedures

Every employee is expected to act safely at all times to ensure their own welfare and that of their fellow employees and others in the workplace.

Signed: *Amerdeep Singh.*

Date: *10/11/21.*

Amerdeep Singh.

3/3/23

Hygiene Policy Statement

NZ07 Horticulture is committed to maintaining a hygienic working environment on orchards to protect both staff and product.

NZ07 Horticulture will work with employees, contractors and visitors to ensure hygiene standards are maintained by:

- Ensuring a hygiene risk assessment has been undertaken for the orchards, which is reviewed annually and updated as needed.
- Ensuring appropriate hygiene training is maintained based on the hygiene risk assessment and orchard hygiene rules.
- Ensuring all are made aware of the hygiene rules of the orchard.
- Ensuring that product segregation procedures are in place and adhered to in case of contamination.
- Ensuring the appropriate hygiene instructions are visible on the orchard.
- Ensuring appropriate facilities and equipment have been supplied and used in order to maintain staff hygiene.
- Ensure that staff are adequately supervised to make sure that hygiene instructions are complied with.
- Review this Hygiene Policy and any associated procedures on an annual basis to ensure ongoing best practice.

Signed: *Amardeep Singh*

Date: 10/11/21.

Amardeep Singh

3/3/23.

Safe Operating Procedures

Orchard Hygiene

Everyone who crosses your orchard boundary has the potential to introduce threats, so we need to actively manage hygiene to reduce the risks. Including but not limited to:

- Please check the biosecurity risk management signage at orchard property entrances listing owner/manager contact details to authorise entry.
- Allow essential vehicles only access to enter the orchard.
- Ensure non-essential vehicles are left in designated parking areas, preferably outside the orchard.
- Do not park under orchard canopy.
- On arrival at the orchard designate a dedicated wash-down area for all visitor vehicles, equipment and footwear to be cleaned in and sanitised.
- Visitors to observe grower hygiene requirements.
- Advise contractors of all key operational areas on orchard – parking, equipment clean down, wash down areas, personnel sanitation facilities.
- Orchard work should be avoided under wet or damp conditions.
- Ensure sufficient training on hygiene rules- including but not limited to:

The need to wash hands, cover skin cuts, limitations on smoking, eating and drinking to designated areas, notification of any relevant infections or conditions. This includes any signs of illness (e.g., vomiting, jaundice, diarrhoea) whereby these people shall be restricted from direct contact with the product and food-contact surfaces. The training for supervisors also includes an evaluation that workers to ensure the workers are fit to return to work after illness.

- Signage on hygiene instructions shall be visibly displayed in the relevant locations and include clear instructions that hands shall be washed before handling produce.
- Smoking, eating, chewing and drinking are confined to designated work areas particularly away from crops awaiting harvest.
- Clean used tools to remove all plant residues and sanitise (common practice is using methylated spirits in a spray bottle).
- Clean any cleaning equipment used, e.g., brushes etc. of visible plant material, and then sanitise afterwards.
- Always move from least infected area to more infected when working in an infected orchard.
- Dispose of any plant debris appropriately.
- Sanitise hands and ensure footwear (particularly soles) is clean immediately prior to

entering and on exiting the orchard. Use a footbath, or spray footwear with an approved sanitiser.

- Before leaving the orchard, all personnel should ensure their clothing is free of plant material and soil.



Harvest Hygiene

- All orchards should have a clearly defined transition zone for parking, loading and unloading that is separate from the harvest area.
- Limit vehicle and people movement into the 'harvest area' (under the vines).
- Workers handling ready to eat products shall wash their hands prior to start of work, after each visit to a toilet, after handling contaminated material, after smoking or eating, after breaks, prior to returning to work and at any other time when their hands may have become a source of contamination.
- At the end of the harvest operation on the orchard ensure all harvest equipment has visible plant material and soil removed and is sanitised before moving off the orchard.
- Harvest bins to be clear of all plant material and sanitise bins before using on an orchard to minimise plant debris.
- During harvest check the outside of bins for soil and plant material before they are transported to the packhouse. Remove any obvious plant material.
- Where gloves are used supply new/clean gloves to pickers at the start of each orchard. Gloves should be removed prior to exiting the orchard and placed in an allocated bag, washed (e.g., in Napisan) or appropriately disposed of.
- Picking bags must be checked by the supervisor before starting work for the day. All picking bags must be visually clean and free of any debris. They must be checked for cleanliness before returning to work after a break.
- Restrict access to unnecessary vehicles and dirty machinery to help protect uninfected orchards from infection and may help limit the spread of other biosecurity risks between orchards.

