

FITNESS FOR WORK POLICY

1. INTRODUCTION

Neometals (“NMT”) is committed to compliance with health and safety laws and to promoting a safe workplace that prioritises physical and psychological health. NMT accepts its duty to take all appropriate measures to ensure the health and safety of its workers, including consultants and contractors and those who may be affected by our work activities (“Workers”).

NMT requires that its Workers be ‘fit for duty’ to ensure that they are able to perform job tasks without causing risks to the health and safety of themselves, to others or to the integrity of the company and/or its operations. Accordingly, Workers have a specific obligation to:

- take reasonable care for their own health and safety while at work;
- take reasonable care to ensure their actions or omissions do not adversely affect the health and safety of others;
- comply with any reasonable instructions given by NMT to assist in complying with health and safety laws;
- cooperate with the NMT WHS Policy and any applicable procedures, standards or practices; and
- notify NMT of any potential or existing hazards, risks, or health and safety concerns relating to themselves, their tasks, or the workplace.

2. MANAGEMENT STRATEGIES

NMT may take measures at its discretion and in line with its health and safety obligations to evaluate the job risks associated with Workers who are assessed as ‘not fit for duty’ and to minimise those associated risks, including by:

- ensuring that Workers are capable of undertaking required tasks with minimum risks to themselves, others, or the operations;
- requesting information should there be an inability (or reasonably suspected inability) to safely perform job tasks;
- coordinating and supervising affected Workers in a manner that develops the most advantageous and feasible application of risk minimisation measures;
- performing assessments and the implementation of mitigation measures in a manner that is respectful of affected Workers and includes objective professional advice;

- ensuring confidentiality is maintained for all 'fit for duty' assessment and implementation of mitigation measures;
- encouraging all Workers to utilise EAP Provider services and to visit the RUOK.org.au and similar websites; and
- communicating this Policy and other relevant policies and procedures to all Workers.

3. KEY ISSUES AFFECTING FITNESS FOR WORK

Key fitness for work issues that may affect performance and safety and which NMT may take measures to address, include (but are not limited to):

- **Fatigue** – impairs cognitive and physical functions, increasing the likelihood of errors and accidents, particularly in tasks requiring sustained vigilance or physical effort.
- **Substance Use** – alcohol or drug consumption can impair coordination, judgment, and reaction times, leading to unsafe work practices.
- **Chronic Medical Conditions** – conditions such as arthritis, diabetes, asthma, heart disease, and mental health disorders can impact productivity and increase absenteeism or presenteeism (working while unwell).
- **Stress and Mental Health** – high stress levels or mental health issues can reduce focus, decision-making ability and overall performance.
- **Physical Fitness** – lack of physical fitness may lead to musculoskeletal injuries or strain, especially in physically demanding roles.
- **Hydration and Nutrition** – dehydration or poor nutrition can impair concentration, energy levels, and decision-making.

4. RESPONSIBILITY

This Policy applies to all NMT's Workers. Workers are responsible for actively participating in and supporting this Policy.

5. REVIEW OF THE POLICY

This policy will be the subject of review every three (3) years or following significant legislative changes or by management.

6. RELEVANT LEGISLATION

- *Work Health and Safety Act 2011*
- *Work Health and Safety Act 2020 (WA)*

7. RELATED DOCUMENTS

- WHS Policy
- Mental Health and Wellbeing Policy
- Injury Management Policy