

## **HEALTH AND SAFETY POLICY**

### **Introduction**

The Outsideology Occupational Health and Safety Policy applies to all operations at the office, workshop and on all project sites.

The Managing Director recognises and accepts responsibility to provide a safe and healthy working environment and to prevent injury and ill health for all employees, sub-contractors and visitors who attend Outsideology premises and project sites, and others (e.g. public, clients, or clients' workers) who may be affected by the conduct of our operations.

By signing this Occupational Health and Safety Policy, the Managing Director gives approval to the Occupational Health and Safety Management System described in the Integrated Management System Manual and in supporting Company Processes.

Outsideology Limited recognises the social and economic importance of protecting the health and safety of those affected by its operations and is committed to leading by example in promoting health and safety in all its operations. Health and safety should never be compromised for any other objective.

This Occupational Health and Safety Policy is evaluated as part of the overall review of the Occupational Health and Safety Management System to ensure its stated objectives are met.

### **Objectives & Principles**

The objectives and principles of the Occupational Health and Safety Policy are:

- To establish and maintain an Occupational Health and Safety Management System which satisfies the requirements of ISO 45001:2018, all applicable statutory and regulatory requirements, industry best practice and any other client-specific requirements.
- To maintain safe workplaces without health risks, with adequate employee welfare facilities.
- To provide safe systems of work to guarantee employee safety and promote healthy working.
- To provide and maintain plant and equipment and operational controls that prevent injury and ill health.
- To ensure safety and absence of health risks in connection with the use, handling and storage of materials, substances and products.
- To gather information from employees on issues relating to occupational health and safety, to encourage accurate and timely reporting, and to consult with employees regularly.
- To promote and encourage a positive health and safety culture throughout the organisation through the provision of information, training, instruction and supervision.

- To provide sufficient information, instruction, training and supervision to enable employees to avoid hazards and to contribute positively to the health and safety of themselves and others whilst at work.
- To establish effective arrangements to draw the Occupational Health and Safety Management System to the attention of employees so that they are aware of their obligations and ensure it is understood and implemented by all employees.
- To ensure all employees are aware of their individual occupational Health and Safety obligations under the Health and Safety at Work etc Act and to seek employees' support and co-operation.
- To create a culture of improvement rather than blame, whereby employees are openly encouraged to report hazards, including near misses, without fear of reprisal to ensure the root causes of accidents are identified thus enabling measures to be put in place to eliminate recurrence.
- To ensure sufficient financial and physical resources are available to meet the objectives of the Occupational Health and Safety Management System, as well as all applicable statutory and regulatory requirements.
- To ensure occupational health and safety objectives are set, monitored and reviewed at regular intervals.
- To maintain continual improvement of occupational health and safety management and performance by regularly monitoring and reviewing the occupational Health and Safety Management System to ensure its effectiveness.
- To update operations in response to advances in technology, changes to industry best practice and new understanding in health and safety.
- To ensure that risk assessments are being carried out on an on-going basis, with employees participating in the risk assessment process. Assessments will cover Outsideology Limited's undertakings and will assist in the identification of hazards and the setting of prioritised objectives for elimination and reduction of risk.
- To arrange for the effective planning, organisation, control, monitoring and review of preventative and protective measures.
- To maintain records as objective evidence to show compliance with the Occupational Health and Safety Management System.

## **Responsibility**

The Managing Director has the overall responsibility for the Occupational Health and Safety Policy and Occupational Health and Safety Management System including formulation, development, implementation and encouraging commitment by personnel at all levels of the Company.

The Management Representatives nominated in the Integrated Management System Manual are responsible for the co-ordination, implementation and monitoring of the policy throughout the organisation.

All employees, contractors and visitors are responsible for policy implementation by cooperating, participating and contributing to its success through their actions and suggestions.

## **Communication**

This Occupational Health and Safety Policy is communicated to all employees, contractors and visitors. A copy is published on the internal company Sharepoint and is available in site folders.

All employees are encouraged to read it and communicate any queries to the Managing Director.

Copies are made available to interested parties on request.

Signed:

A handwritten signature in dark ink, appearing to read 'Neil D Phillipson', written over a horizontal line.

Neil D Phillipson  
Managing Director

05 July 2022