

Alan Electrical Limited (the Company) recognises that under the Health and Safety at Work Act 1974 it has a legal duty to ensure, so far as reasonably practicable, the health, safety and welfare of all its employees and other persons who may be affected by its activities.

The Company accepts these duties and it will continue to be the Company's policy to promote standards of health, safety and welfare that comply fully with the terms and requirements of the above Act, the regulations made under the Act and Approved Codes of Practice.

It is considered by the Company that health and safety is a responsibility equal in importance to that of any other function of the Company and its business activities. The Company will ensure that health and safety will never be compromised for other objectives.

The Company will take all such steps, as are reasonably practicable, to meet its health and safety objectives which are as follows:

- The creation of a positive health and safety culture at all levels within the Company and particularly at senior management level.
- Maintain safe and healthy working places and systems of work. Protect all employees and others including the public who come into contact with foreseeable work hazards.
- To provide and maintain a safe and healthy working environment for all employees with adequate facilities and arrangements for their welfare.
- To provide all employees with the information, instruction, training and supervision that they require to work safely and efficiently. The Company's health and safety management team will provide relevant information and this will be communicated to the staff as appropriate.
- It is the employee's right to report any concerns that they have on carrying out a task that they feel will be unsafe. Bona fide cases of refusal to work on the grounds of health and safety will be free from disciplinary action or discrimination.
- It is the employee's right to report any concerns of malpractice etc without the threat of disciplinary action or discrimination.
- To develop safety awareness amongst all employees which will create individual responsibility for health and safety at all levels.
- To provide a safe environment for all visitors to the Company's premises, bearing in mind these visitors may not necessarily be aware of certain aspects of the Company's environment.
- To control effectively the activity of all outside contractors when on the Company's premises. It is the intention of the Company, apart from routine supervision and control of contractors, that this aim will be achieved in part by obtaining copies of the contractor safety policies at tender stage where appropriate.



SECTION 1.1
HEALTH & SAFETY POLICY

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- To encourage full and effective two way consultation on health and safety matters by utilising the management structure of the Company and the committees / forums already existing.
- To ensure that this policy is used as a practical working document and that its contents are publicised fully.
- To provide and maintain safe plant and equipment.
- To ensure safe handling and use of substances.
- To continually improve health and safety performance.

The Company is committed to providing adequate resources to ensure its health and safety objectives and this policy are met.

The Company considers that this Health and Safety Policy is an integral element of the overall Company business plan and other resource policies.

The policy will be brought to the attention of all employees and periodically reviewed and revised as necessary.

The Company is aware that successful health and safety management is based upon the five key principles as contained in HSG65 'Successful Health and Safety Management' and it is the Company's policy to adopt these principles which are namely:

- A suitable and sufficient Health and Safety Policy that sets a clear direction for the organisation to follow.
- That an effective management structure and arrangements are in place for delivering the policy.
- That there is a planned and systematic approach to planning and implementing the Health and Safety Policy through an effective safety management system.
- That performance is measured against agreed standards to reveal when and where improvement is needed.
- That the organisation learns from all the relevant experience gained from auditing and reviewing of performance and applies the lessons.

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| Signed: <i>M. Lambert</i> | Signed Date: 23 / 11 / 2021 |
| Mark Lambert (Managing Director) | Review Date: 22 / 11 / 2022 |