



# GROUP HEALTH & SAFETY POLICY

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*At Hill & Smith PLC we ensure that all operating companies are operated and managed so as to protect the health, safety and wellbeing of all our employees, contractors, customers and others who may be affected by our operations. We will employ an effective accident and illness prevention program that involves all employees in the effort to identify and eliminate workplace hazards.*

## Basis

We have created an environment with zero tolerance for unsafe acts or conditions, where everyone is free to raise questions and concerns and desired behaviours will be recognized and reinforced. We will keep ourselves and others from harm, always have a questioning attitude and stop when unsafe conditions exist. The Group will provide the necessary assistance and guidance to all operating companies to assist them in achieving their health and safety objectives and contributing to the long-term health and safety strategy.

## Principles

The Group is committed to the implementation of this Policy through:

- Ensuring compliance with regulatory and other legislative requirements and striving for continual improvement;
- The integration of health and safety into our day-to-day business operations;
- Identifying, controlling and, where reasonable and practicable, reducing or eliminating risks associated with our activities;
- Providing safe, healthy and well-maintained workplaces with safe plant and equipment and suitable welfare facilities;
- Ensuring employees receive the necessary instruction, information, training and supervision to enable them to carry out their duties in a safe manner;
- Establishing strategic and business plans that reflect the importance of safety: and
- Reinforcing safety as the overriding priority.

## Implementation

The Board of Hill & Smith PLC has overall responsibility for compliance with this Policy. The senior leaderships teams of each operating company are responsible for the day-to-day implementation of health and safety arrangements for the areas and activities under their control.

## Responsibilities

The implementation of this Policy requires the co-operation and active involvement of all employees, at all levels and in all areas of our business.

In implementing this Policy, leaders are required to:

- Lead with Safety - leadership will have zero tolerance for unsafe acts or conditions;
- Create a Respectful Work Environment - leaders ensure everyone is treated with dignity and respect and individuals are encouraged to raise safety issues, questions, concerns and suggestions; and
- Recognize and Reinforce Expected Behaviors - leaders will actively engage with the workforce to ensure alignment between observed and expected behaviors. Leaders will hold themselves and individuals accountable for their actions and performance.



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In implementing this Policy, employees are required to:

- Show Respect for Each Other - treat others the way you want to be treated and keep yourself and others from harm;
- Follow the rules - always follow the rules in procedures, work packages, safe systems of work (“SSOW”) and job safety analyses (“JSA”). If you can’t follow the rules STOP and get your supervisor immediately;
- Stop When Unsure or Unsafe - always have a questioning attitude about your safety, stop if you are unsure or an unsafe condition exists and notify your supervisor immediately; and
- Report all Incidents/Issues Promptly - everyone reports any Injury or issues promptly. This includes lost time injuries, recordable injuries, first aids, minor injuries, near misses and concerns.

Breaches of this Policy will be regarded as misconduct and could result in disciplinary proceedings.

## Violation

If you become aware of a violation of this policy, you should report it to your Group President, Managing Director or via the Group’s online ‘SPEAK UP’ portal, provided by Navex Global EthicsPoint at

<https://www.hsgroup.ethicspoint.com>

Approved by the Board of Directors of Hill & Smith PLC

24 January 2023