

2 HEALTH & SAFETY POLICY

1.0 General Statement

Environmental Forestry UK Ltd are committed to protecting the health and safety of all our employees, contractors, self-employed associates, visitors, customers, service users and members of the public who are, or who may be affected by our operations. This is a core company value and is of paramount importance to us, as reflected by our company policies. We recognise our duties under The Health and Safety at Work etc. Act 1974 and other legislation and associated regulations and our work will be carried out in accordance with Best Practice, to the relevant statutory provisions with all reasonably practicable measures being taken to avoid risk to employees or other parties. We will always strive to provide and maintain a safe and healthy working environment and are fully committed to the prevention of accidents and occupational ill health by managing all reasonably foreseeable risks in the workplace through our representatives, managers and team leaders. Management and supervisory staff have the responsibility for implementing company policies throughout its activities and must ensure that health and safety considerations are always given priority in planning and day-to-day supervision of all work. We provide suitable resources and allowances to plan in advance and develop arrangements for the control of the foreseeable risks that may arise. Responsibilities of all roles within our business are set out within the Environmental Forestry UK Ltd Management System which includes SHEQ manual, Risk Assessment manual and Fire Risk Assessment manual. Our workforce has been made aware of them at induction and receive updates during team and individual briefings.

2.0 Company Responsibilities

Environmental Forestry Ltd will fully comply with the duties placed upon it within the requirements of Statutory Legislation, whilst at all times complying with, as a matter of best practice, the requirements and duties set out within Approved Codes of Practice and Guidance as issued by the Health and Safety Executive as well as the standards and codes of practice established by the Arboriculture Association, RISQS, ISO and our clients. We will ensure, so far as is reasonably practicable, the health safety and welfare at work of all our employees. We will manage our business in such a way, and so far as is reasonably practicable, that the safety and welfare of persons not employed by us are not exposed to risks. We will take all practical steps to ensure that potential hazards and risks are identified and that suitable and effective preventative and control measures are implemented. Compliant safety equipment and personnel protective equipment specified by risk assessment will be provided to all employees free of charge. All employees will be provided with the necessary instruction and training in safe methods of work, and the safe and efficient operation and maintenance of tools and equipment. The policy document explains in broad terms what must be done by everyone within Environmental Forestry UK Limited to achieve these objectives. The aim is to provide a sound basis for co-operation between management and employees and is intended to encourage continuous improvement of health, safety and environmental performance. We regard all health and safety legislation as the minimum standard and expect management to achieve their targets without compromising health and safety.

3.0 Employee Responsibilities

All employees and sub-contractors are expected to co-operate and assist in the implementation of our policies, whilst ensuring that their own works, so far as is reasonably practicable, are carried out without risk to themselves, others or the environment. This includes co-operating with

management on any health, safety or environment related matter. Employees' Duties under the Health and Safety at Work etc. Act 1974 for employees to take due care of the health and safety of themselves and to ensure that they do not endanger other persons by their acts or omissions form part of their inductions. Employees are also informed that they must co-operate with Environmental Forestry UK Ltd in order that it can comply with the legal requirements placed upon it and in the implementation of this policy. Environmental Forestry UK Ltd will ensure continued consultation with the workforce to enable all viewpoints and recommendations to be discussed at regular intervals via direct consultation of the workforce via managers, Management Review Meetings, and their nominated Health & Safety Representative.

4.0 Organisation

The effectiveness of the Health & Safety Policy is dependent on the people who are responsible for ensuring that all aspects of work are carried out with due consideration for safety and with minimum risk to the health of themselves and others.

Ultimate responsibility lies with the Managing Director for ensuring that this is carried out, but specific duties are delegated to others according to their experience and training. Company Directors and Managers, both individually and collectively, will ensure that this policy is applied throughout the whole company and that those employed by the company are kept fully informed of its content.

Team Leaders and Site Supervisors will ensure that this policy is adopted by all employees, sub-contractors and EFL visitors at the site of works and will conduct and record Task and Safety Briefings detailing site specific hazards safe systems of works and their limits at least daily. Where the provision of safe plant and equipment; the safe handling, use and transport of substances; safe access & egress to the workplace and safe environment falls under the remit of our clients, we will raise these issues directly with site management and agents via the appropriate pathways. These aspects of our clients' duties will also form part of our supervisor inspections, Safety Tours and H&S audits by senior management and/ or independent safety consultants.

The provision of safe systems of work; suitable and safe equipment and substances in use will be identified by risk assessment and it is the responsibility of EFL Managers, Site Supervisors and Team Leaders to ensure that the control measures and systems of work identified in those assessments is being carried out.

Communicating and coordinating instructions and information is the responsibility of both our client's site management and our Team Leaders or Site Supervisors and Managers assigned to each job.

Suitable and sufficient training will be provided to our workforce and refresher training will also be provided as necessary. This will be overseen by the Company Office Manager via the company's training matrix. Site Supervisors and Team Leaders will have current and appropriate training and competency to carry out their role. Competent trainers may be provided in-house or through an accredited, independent third party, as defined by risk assessment. On-the-job training and refreshers as well as reminders of company standards will be delivered by Site Supervisor's and managers on a regular basis through Toolbox Talks and information bulletins.

The operation and efficacy of this policy will be monitored by the management, safety representatives and staff of the company. A Health, Safety, Quality, & Environment Manager has been directly

employed to provide competent health and safety advice and assistance with regards to EFL's activities and undertakings as well as monitoring and reviewing performance indicators including: proactive indicators (alongside EFL Managers) such as Safety Tours, Inspections and Audits; Interventions by Managers and Team Leaders, following up on issues raised directly by employees and Health and Safety Representatives and also via reactive analysis of lagging indicators such as accident data, reviewing near misses or close calls and accident/ incident investigations. Our HSQE Manager will give competent advice on the requirements of the relevant statutory provisions as well as auditing and monitoring the relevant performance indicators in order to facilitate the planning, implementation, reviewing and continual improvement of our safety management systems. Where policies, standards or control measures appear to require immediate improvement, these can be implemented ad hoc with the workforce informed of any changes via internal briefings and through regular Toolbox Talks.

Safety Objectives:

Safe behaviour and cooperation with occupational health objectives and risk reduction by all personnel is a requirement of working for the company. We recognise our duty and demonstrate our commitment by regular assessment of the hazards and risks created in the course of our business activities and our duty to, so far as is reasonably practicable to:

- Reduce risk wherever possible and prevent injury and loss due to damage.
- Identify health and safety hazards and manage those hazards so that the risks are effectively controlled.
- Prevent workplace accidents, incidents and cases of work-related ill health as far as reasonably practicable by following the relevant hierarchy of controls. Provide adequate control of the health and safety risks so identified through initial assessment and regular review at least annually and by managing the health and safety risks in the workplace.
- Work to safety standards, which satisfy our statutory requirements and reflect good industry working practices and plan work to ensure that it can be done safely. Top management are committed to the requirements of ISO 45001 and National Highway Sector Scheme (NHSS) Schemes 2A & 18.
- Review and develop our standards, processes, management systems and risk assessments continuously, especially where shortcomings are identified or when there are changes in legislation, industry practices or technological advancement occur.
- Consult with our employees on matters affecting their health and safety via open dialogue between managers and employees as well as regular two way communication between managers and teams at Team Briefings and Tool Box Talks; via regular Management Review Meetings and via the nominated Health and Safety Representative.
- Provide and maintain safe plant and equipment via a Planned Preventative Maintenance Routine. EFL provide access to competent engineers and technicians for routine maintenance and servicing and meet their duties under the Provision and Use of Workplace Equipment Regulations through weekly, recorded equipment checks carried out by tool or plant operators themselves and to the Lifting Operations and Lifting Equipment Regulations via thorough examination by a competent third party at appropriate intervals.
- Ensure the safe handling, storage and use of substances and communicate the findings of COSHH risk assessments throughout the relevant members of the workforce.
- Provide information, instruction, and training wherever necessary for our workforce and with the appropriate provision of resources and time for identified training needs as set out in CP05 Competency & Training.
- Ensure that all employees are competent to do their work in the first place and have the right skills, knowledge, training and experience to fulfill their role.

- Ensure that our employees are trained to understand and carry out their responsibilities. This will involve, but will not be limited to selection, training, re-training, and continuous assessments of employee performance.
- Control and monitor the effect of work on health, whether through sudden injury or through long-term exposure to agents with latent effects on health, and the prevention of occupational disease through techniques and procedures which include health surveillance, ergonomics, and effective management systems.
- Maintain a safe and healthy working environment by encouraging safe behaviour and creating a culture of safety through good leadership, celebrating safety with staff, sub-contractors and clients via annual Safety Days; encouraging employees to challenge and report unsafe practices or conditions and supporting employees decisions when refusing to work in conditions they deem to be unsafe and also by re-educating employees where training needs have been identified during Safety Tours, Interventions or investigations.
- Actively manage and supervise health and safety at work through competent managers and Team Leaders.
- Ensure that we adequately communicate with, train, and manage employees who may not be fluent in English.
- Have access to competent advice both internally and externally and benchmark our company standards against our competitors and against other comparable industries.
- Review at least annually and revise, as necessary, this policy.
- Provide adequate resources and time for its implementation.

5.0 Legal Obligations

We recognise the legal obligations placed on us by the Health and Safety at Work Act 1974 as a whole and sections 2, 3 and 6 in particular, as well associated regulations, HSE guidance and Approved Codes of Practice including but not limited to: CDM Regs 2015; The Management of Health and Safety at Work Regs 1999; Working at Height Regs 2005, Provision and Use of Workplace Equipment 1998, Lifting Operations and Lifting Equipment Regs 1998, Control of Noise at Work Regs 2005; Control of Substances Hazardous to Health Regs 2002; Reporting of Injuries, Diseases and Dangerous Occurrences Regs 2013 and Control of Vibration at Work Regs 2005 as amended.

Our health and safety documentation and our records will be made available to employees, contractors, self-employed associates, visitors, customers, service users and members of the public who may be affected by our operations. Access to any documentation and records is subject to the provisions of General Data Protection Regulation (GDPR).


Employees will be made aware of this facility and are obliged to familiarise themselves with the content of essential information for their health, safety, and welfare. Should any employee have any question on any health and safety related matter they must raise it with their immediate supervisor.

6.0 Monitoring & Review

To ensure that this policy remains effective and relevant to our activities it will be monitored and reviewed by appointed Health and Safety personnel as a minimum annually and will be updated to reflect changes to legislation, as a result of a highlighted shortcoming, an accident, or in the event of new knowledge or practice being realized.

Detailed information on Environmental Forestry UK Ltd.'s Management of Health and Safety including the individual roles, responsibilities and arrangements can be found within our Management System which contains all policies, procedures and working documents that support this policy.

Signed on behalf of Environmental Forestry UK Limited



Patrick B. Hayes
Director

23rd August 2023

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