

February 2021

## **HEALTH, SAFETY & ENVIRONMENTAL POLICY**

### **1. Health & Safety Policy**

The purpose of this policy is to communicate the commitment of our Board of Directors and senior management team to the promotion of a culture of safety at all levels within the company. We recognise our responsibility as an employer for ensuring the occupational health, safety and welfare of our employees and for all other parties, including subcontractors, who may be involved in or affected by our business activities.

Health and Safety will never be compromised for other business objectives and employees will never be expected to carry out any activity deemed to be unsafe.

Our overall aim is to grow the company, whilst providing a quality service to the highest professional and ethical standards that meet client's needs while ensuring safety in the workplace and protection of the environment. We will achieve this by;

- Providing premises, vehicles, plant and equipment that are maintained, safe and without risk to health in accordance with legislation, guidance and industry best practice
- Providing all employees with an appropriate level of supervision, training, information, instruction and guidance to enable them to perform their roles in a safe manner
- Carrying out risk assessments, introducing control measures and co-operating fully with others who may be affected by our activities, to protect the health, safety and welfare of all those affected
- Creating feedback procedures to report and record all accidents, incidents and near misses
- Communicating and raising awareness of the aims of this policy to staff, customers, subcontractors, suppliers and the public
- Generating a positive direction, approach and culture towards health, safety and welfare throughout the company
- Establishing and maintaining consultations, communications and dialogues with all its employees and stakeholders for the benefit of mutual collaborative and continual improvement
- Encouraging employees to report any hazards, defects or concerns through the feedback system
- Reminding employees of their legal duty to act safely and of their commitment to work within the policies, procedures and any specific safety instructions set out by the company

Employees and all other parties who may be involved with our business activities are expected to fully co-operate with our management team in all health, safety and welfare matters. Serious or repeated contraventions of this and other policies will result in disciplinary procedures being implemented as appropriate.

We will review this policy at least annually, to ensure continuous development and improvement, and copies will be provided to all employees prior to commencement of their employment, annually and after any significant changes.

## 2. Environmental Policy

We are committed to minimising the impact of our professional activities on the environment and promoting a broader sustainability agenda within the company. The Directors recognise that we have direct and indirect impacts on the environment through: our daily operations, the people carrying out these operations, the waste we produce and the buildings we use. These impacts affect air, water, land and ecosystems.

To minimise these impacts, the company is committed to;

- Complying with environmental legislation and 'best practice' techniques to prevent pollution, minimising our impact on the environment
- Using energy and materials in an efficient and aware manner to minimise the amounts used
- Minimise material sent to landfill through sampling strategies and improved separation, segregation and recycling of the waste we produce
- Setting measurable targets against which performance can be measured to aid continuous improvement
- Use feedback procedures to enable employees to report incidents or ideas that can assist or improve our environmental performance
- Incorporate environmental procedures into our training programmes
- Ensure sub-contractors are made aware of the policy and follow company procedures wherever practicable
- Communicate and raise awareness of this policy to staff, customers and suppliers
- Maintain and update records, including an annual report, to monitor progress

The company is committed to promoting good sustainability practice and to helping our clients and partners do the same

Our current environmental aims are to;

- Monitor energy use and minimise overall energy consumption
- Minimise the environmental impact of our activities through improved practices
- Achieve 100% digitisation of documentation where possible
- Reduce waste to landfill by increased recycling

This policy will be reviewed at least annually.

Signed



Richard P Turner  
Director  
Quantum Intelligent Trading Ltd