

# Health & Safety Policy



It is the policy of SCITEK Consultants Ltd. to seek to provide safe and healthy working conditions, to encourage safe working methods and to enlist the active support of all personnel employed in achieving these ends.

The Company is committed to comply with applicable legal requirements.

The Company is committed to the prevention of injury and ill health of its employees and those whose work is controlled by the Company, and to the continual improvement in Health & Safety management and performance. The Company will bring to the notice of all employees the safety policies of both the Company and the Client and arrangement made for their health and safety at work. The Company will provide the necessary information, training and supervision for safe working practices and the need to work safely. The Company will show regard for health and safety of those not employed by the Company, but who may be affected by its' operations.

The Management is responsible for instigating, monitoring and reporting on safety arrangements and for providing the framework for setting and reviewing Health & Safety objectives. Objectives are established and are compatible with the strategic direction. The Company expects every employee to take reasonable care of the health and safety of him/herself and other persons who may be affected by their acts or omissions. The Company expects every employee to co-operate with management in achieving safe working conditions and in complying with all relevant statutory provisions relating to health and safety at work.

It is the responsibility of every employee to ensure the health and safety of themselves and others by becoming familiar with the contents of this Policy, by wearing and using safety clothing and equipment provided and by conforming with both verbal and written instructions concerning health and safety. In addition employees shall report all accidents, whether persons are injured or not and shall report all hazards, potential hazards or persons creating hazards. Employees shall co-operate with the Company, in seeing that regulations are observed, and where possible, make suggestions for their improvement.

Approved

A handwritten signature in blue ink that reads "M. Haste".

Martin Haste  
Director

Date

10<sup>th</sup> February 2023

**This is to be reviewed annually**