

## **Health and Safety Policy**

### **1. Policy**

This policy applies to all Nordmann UK Group Companies.

The Management of Nordmann UK Group is committed to:

- Providing adequate control of the health and safety risks for employees, customers, contractors and visitors arising from our work-related activities so far as reasonably practicable and prevent accidents and cases of work-related ill health.
- Taking steps to ensure our statutory duties are always met.
- Ensuring all employees are competent to fulfil their roles and to enable the safe performance of work activities, and to give adequate training, when joining Nordmann UK Group companies and refresher training as required.
- Engaging and consulting with employees on day-to-day health and safety matters.
- Having in place emergency procedures – evacuation in case of fire or other significant incidents.
- Providing and maintaining safe plant and equipment and safe handling and use of substances.

The successful implementation of this policy requires total commitment and co-operation from all levels of management and employees within our company.

Everyone has a legal obligation to take reasonable care for their own health and safety and for the safety of others who may be affected by their acts or omissions.

### **2. Responsibilities**

- Ross Straughan – Managing Director has overall responsibility for Health and Safety.
- Charlotte Walker – Regulatory Manager - Quality has day-to-day responsibility for ensuring that this policy is implemented.
- At each site the name of the local Health and Safety Representative will be displayed.

### **3. Arrangements**

- Risk Assessments of all facilities will be completed and actions arising out of those assessments will be implemented. These will be reviewed on a regular basis and/or when working practices or conditions change.
- Staff and subcontractors are given necessary health and safety induction and are provided with appropriate training (including working at height and manual handling as appropriate). We provide PPE as appropriate to the job being carried out and this is detailed in each employee's induction. We will ensure that suitable arrangements are in place to cover employees engaged in work remote from the main company sites.
- Visitors to Nordmann UK Group locations are provided with Health & Safety instruction relevant for their visit.
- Toilets, washing facilities and drinking water are provided.

- There are systems in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects.
- Escape routes are well signed and always kept clear. Evacuation plans are tested from time to time and updated as necessary.
- Staff will be consulted regarding Health and Safety at regular management meetings.
- Accident records are maintained at each location.
- First Aid boxes and trained First Aiders are present at each Nordmann UK Group location.

#### **4. CCTV Usage Policy Statement**

Closed Circuit Television (CCTV) is used on our premises solely for the protection of employees, visitors, and property, and to support health and safety compliance. CCTV will not be used for monitoring employee performance or any purpose beyond those stated.

Our use of CCTV complies with all relevant UK legislation, including:

- Health and Safety at Work etc. Act 1974 – ensuring a safe working environment.
- UK General Data Protection Regulation (UK GDPR) and Data Protection Act 2018 – treating CCTV footage as personal data and processing it lawfully, fairly, and transparently.
- Human Rights Act 1998 – respecting individuals' right to privacy.
- ICO guidance on video surveillance.



Ross Straughan  
Managing Director – Nordmann U.K. Group  
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