



HEALTH AND SAFETY POLICY STATEMENT OF INTENT

Topek Ltd. is fully committed to achieving the highest standards of Occupational Health, Safety and Welfare. We recognise this not only as a legal duty but also our moral responsibility and therefore a core value of our business. Our vision is to develop a zero-blame accident culture and ultimately, attain an injury-free workplace.

Our Policy and supporting Management System have the approval and full commitment of our Managing Director and wider Board of Directors. It shall be the responsibility of all employees to implement the Policy under the guidance of the Managing Director, SHEQ Manager and the Management Team.

Our Statement of General Policy is to:

- Put the safety of our employees, or other persons affected by the undertaking, before any other objective - **work safely, or not at all.**
- Comply with our legal duties, Policies and supporting Management Systems.
- Provide a work environment that is safe and without uncontrolled, reasonably foreseeable risk.
- Provide our employees and subcontractors with Safe Systems of Work.
- Engage with our employees on matters affecting their health, safety and wellbeing.
- Provide and maintain safe work equipment.
- Ensure safe use, handling and storage of hazardous substances and articles.
- Provide such information, instruction, training and supervision as is necessary, to ensure the health and safety at work of our employees.
- Learn from accidents and near-misses through incident investigation and implement change to prevent reoccurrence.
- Review and revise this policy annually, or more frequently, as considered necessary.

Note: Health, Safety & Welfare is everyone's responsibility, we expect our employees and Subcontractors to take reasonable care of themselves and others.

Over the next 12 months, Topek will:

- Encourage ownership of matters concerning Health, Safety & Welfare.
- Improve safety observation reporting using the QR code feature – minimum one per month.
- Encourage the reporting of near misses with a no-blame culture – minimum 5 per year.
- Develop and implement a framework for mental health wellbeing.
- Conduct a minimum of 2 internal site inspections per site per month.
- Aim to have zero RIDDOR reportable incidents.
- Incentivise Green Card SHEQ Performance.
- Introduce a framework for occupational health surveillance.
- Review and formalise the approved subcontractor & supplier list.

The Managing Director shall allocate sufficient resources to achieve our commitment.

A handwritten signature in black ink, appearing to read "Douglas Bryce".

Douglas Bryce
Group Managing Director

November 2022

Topek Ltd
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