

## Health, Safety & Well-being Policy

Hill-Tec Ltd accepts their legal responsibilities under the Health and Safety at Work Act 1974 and associated legislation & Codes of Practice and gives their full commitment to doing everything reasonably practicable to protect the safety, health, and welfare of all its employees and clients or anybody else that may be affected by their acts and/or omissions. The promotion of health, safety and well-being is a mutual objective for all Hill-Tec Ltd Managers and employees.

This Policy sets out the legal requirements, the expectations placed on all employees and trainees, our development objectives and, crucially, detailed arrangements as to how we address issues which could have adverse implications for Health, Safety, or Well-being if procedures are not followed. This is a living document, which can and will be changed should working practices, legislation or employee welfare require its amendment.

Hill-Tec Ltd recognizes that people are its' most asset. Management is committed to the provision of a safe and healthy working environment, which extends to the protection of the public, property, and the environment.

In fulfilling this commitment and in compliance with legislative requirements, Management will strive toward the continued development of a positive Safety Culture to help maintain a safe and healthy working environment for all persons within the workplace. Management will endeavour to eliminate hazards where recognizable, including reducing the risk of fire, security losses, damage to plant, property, and the environment, and significantly reducing the risk of personal injury or occupational ill health to all personnel.

Hill-Tec Ltd acknowledges and accepts the role that the company has in ensuring the general Well-being of its employees. It places the health of its employees, both physical and mental, at core of its decisions. Further to this, Hill-Tec Ltd will endeavour to reduce stress and encourage a healthy lifestyle both in and out of the working environment.

Management in combination with active employee and trainee involvement can, to a great extent, prevent and control accidental losses of all types. Prevention of such loss is the direct responsibility of all Managers, supervisors, and Employees alike.

It is the opinion of Hill-Tec Ltd management that if a job is not done safely then it should not be done. All Management functions will therefore comply with the Company Policies regarding Health & Safety. All Staff will be trained in safe working practices and procedures will be documented and issued to all employees and trainees. As it is essential that every manager and worker in the organization should perform their duties properly and in accordance with established procedures, instructions, and rules.

All staff will actively demonstrate personal commitment to Health and Safety recognizing the benefits of adopting the system as a way of life rather than simple compliance with rules and regulations.

### Director Names

Duncan MacPherson

