



Occupational Health & Safety Policy

This OH&S Policy is implemented and maintained by the Company Directors.

The Directors ensure that the OH&S Objectives are communicated too and understood by all employees.

Sotek Engineering Ltd.'s OH&S Policy and OH&S Objectives are reviewed annually at the management system review meetings and are updated as required.

The OH&S Management System is guided by National Legislation and Regulations and by the International Standard ISO 45001:2018.

Sotek Engineering Ltd.'s General policy:

- To provide controls for the health & safety risks created by work activities, processes and the work environment;
- To hold regular consultations with our employees on matters which affect their health and safety; (Physical and Mental).
- To provide and maintain safe plant and equipment;
- To ensure the safe handling, storage and use of substances hazardous to health;
- To continually reduce the number of work-related accidents and injuries, and any cases of work-related ill health;
- To achieve its OH&S Objectives and meet its Legal Requirements and to continually improve the OH&S Management System and its OH&S performance;

Sotek Engineering Ltd. will specifically:

- Maintain an up to date register of applicable OH&S legislation;
- Ensure that appropriate risk assessments are carried out, to identify hazards and determine the level of risk, and so to prioritise effective risk control measures;
- Put in place Safe Operating Methods or Procedures for all processes
- Encourage the full participation of all employees in meeting OH&S objectives and targets;
- Encourage employees to take ownership of OH&S issues through regular consultation meetings;
- Communicate this Policy to all employees so they are aware of their obligations
- Ensure that monitoring and measurement of OH&S performance is achieved and carry out analysis of accident and near miss data to ensure that the company continually improve and meet or exceed their legal and organisational needs;

Signed O.Cumbers Date: 10/10/2019 Rev: 1

Director.