

# HEALTH AND SAFETY POLICY

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## Policy Statement

The Health & Safety at Work Act 1974 requires CarmichaelUK to ensure, so far as is reasonably practicable, the health and safety of our employees, contractors, and anyone else who may be affected by our acts or omissions.

It is our belief that the health and safety of people is a top priority requirement in any workplace, and all other elements of business management must be built around this. There are also numerous legal and other requirements that regulate occupational health and safety with which we must comply. CarmichaelUK will provide sufficient resources to ensure proper provision for all aspects of health and safety within the workplace.

This policy statement is to be read in conjunction with the company health and safety responsibilities, arrangements, and procedures documentation, which together forms the CarmichaelUK health and safety management system.

## Scope of the Policy

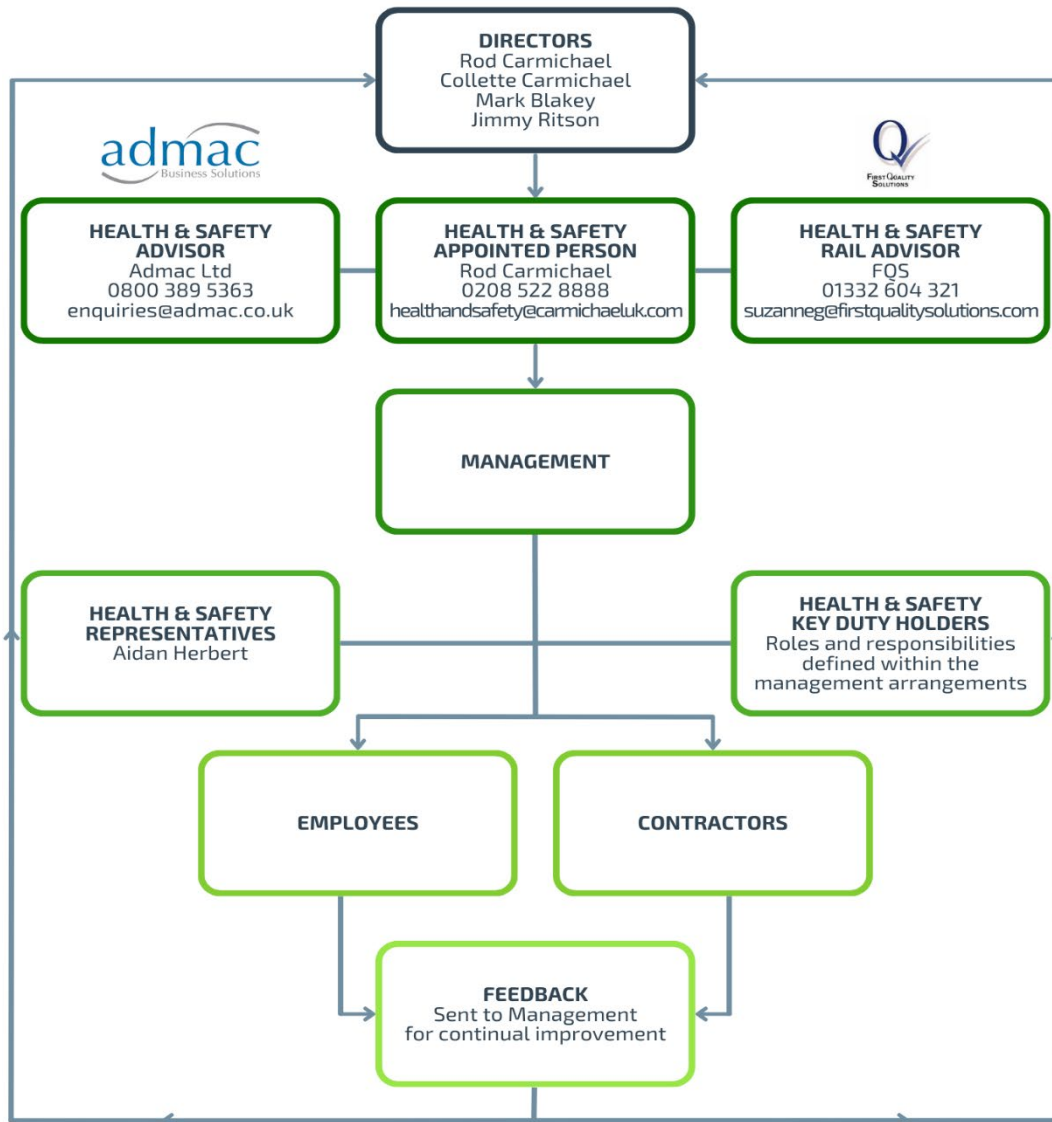
This policy has been produced for and is managed by Carmichael Site Services Limited, a company registered in England and Wales under the number 3335763. Carmichael Site Services Limited carries out business under the trading name Carmichael<sup>UK</sup>. The company's registered office is at 34 Upper High Street, Thame, Oxfordshire OX9 2DN.

The policy applies to all employees, suppliers, business partners, consultants, contractors, and temporary workers who work for or with Carmichael<sup>UK</sup>. All employees are made fully aware of this policy and their duties and responsibilities under it at their induction. All suppliers, business partners and consultants are made aware of the policy as part of their contract with us. As a company we will work only with those individuals and entities who support this policy.

Carmichael<sup>UK</sup> is externally audited each year by the Contractors Health & Safety Assessment Scheme (CHAS) and by the Railway Industry Supplier Qualification Scheme (RISQS).

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The following schematic outlines the organisation and interaction between key health and safety posts within the company.



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## Policy Elements

All employees, contractors and suppliers who work with and for CarmichaelUK are encouraged to co-operate with the CarmichaelUK health and safety policy and to contribute actively towards achieving a safe working environment.

### Structure of the Health & Safety Management System

To ensure the delivery of our health and safety management system, the health and safety documentation is structured in three levels. The three levels are outlined below:

#### Level One Health and Safety Policy

The health and safety policy forms the first level of health and safety documentation. This high-level document contains the context, structure, management organisation and overall policy intentions and objectives of CarmichaelUK. It serves as an introduction to the health and safety management system.

The health and safety policy is communicated to all persons working on behalf of CarmichaelUK and is also available to our stakeholders as an overview of our process and commitment.

#### Level Two Health and Safety Procedures

The health and safety policy is supported by procedures containing the specific arrangements for ensuring the health, safety and welfare of all employees, contractors and third-parties. These procedures are contained within three main documents as outlined below and together they form the second level of documentation within the health and safety management system.

<b>General</b>	<b>Contractors</b>	<b>Rail Contractors</b>
This documentation covers arrangements to ensure the health and safety of employees of Carmichael <sup>UK</sup> who are based at our operational locations in the UK	This documentation covers arrangements to ensure the health and safety of individuals working in placements under the control of our clients	This documentation covers arrangements to ensure the health and safety of contractors working within the rail industry under the control of our clients

The purpose of these procedures is to describe and facilitate the way in which things are done to ensure that the key processes of the organisation are operated in an appropriate and consistent manner, by all persons involved.

Details of our procedures shall be provided to individuals, as appropriate to the activity being undertaken. These must be adhered to in order to ensure compliance of our health and safety processes.

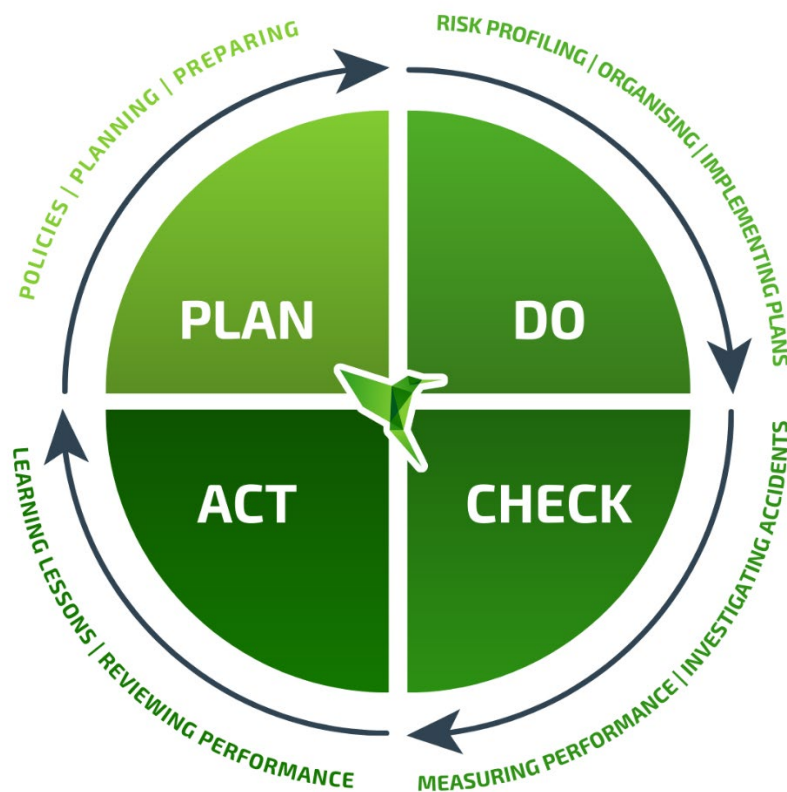
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## Level Three Health and Safety Documentation

Each of the processes in level two is administered through defined operational controls which must be documented. This third level comprises, for example; computer databases, spreadsheets, standard forms, document templates or other planning and recording systems. The purpose of these is to ensure that necessary information is effectively specified, communicated, and recorded.

Traceability throughout the process must be maintained through the proper implementation of these control measures.



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## Responsibilities of Carmichael<sup>UK</sup>

CarmichaelUK will set and monitor health and safety objectives to continually improve health and safety performance and prevent injury and ill health. For Employees who are under the direct control of CarmichaelUK, we aim to:

- Identify hazards in the workplace, assess the risks related to them and implement appropriate preventative and protective measures
- Provide and maintain safe work equipment
- Provide a safe working environment
- Provide appropriate training and instruction for employees to carry out their duties safely
- Committed to providing safe and healthy working conditions for the prevention of work related injury and ill health
- Committed to eliminating hazards and reducing OH&S risks
- Committed to the continual improvement of the management system
- Committed to the consultation and participation of workers, and where they exist, workers' representatives.

For Contractors who work under the control of CarmichaelUK clients, we aim to:

- Ensure that the client the contractor is working for has a Health & Safety Policy
- Ensure the contractor is aware of the requirement to attend the client's site safety induction
- Ensure that the contractor is briefed about risk assessment and method statement (RAMS) before commencing work
- Use only contractors who are deemed competent by qualifications and experience to work for our clients
- Carry out regular inspections at our client's sites to ensure the health and safety of our contractors on site

## Responsibilities of Employees

All employees of CarmichaelUK have a responsibility to accept their personal involvement in applying this policy. They must be familiar with the policy and ensure that it is followed by themselves, other employees, contractors, temporary workers, and suppliers for whom they are responsible.

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## Approval & Review

This policy will be reviewed once a year to ensure continuing suitability with business requirements. We will monitor its effectiveness to ensure that it reflects the company's activities. As necessary additional alterations may be made from time to time in the light of legislative changes, operational procedures, or other prevailing circumstances.

This policy has been approved by the Board of Directors to ensure it is fit for the purposes of the business in respect of managing health and safety.



Name: Rod Carmichael  
Position: Managing Director  
Date: 12<sup>th</sup> June 2024

