

# Occupational Health & Safety (OH&S) Policy

## INTRODUCTION

**Gi Group will ensure, so far as is reasonably practicable, the health, safety and welfare of all our employees, including apprentices, working under our control, of visitors to our premises and all other persons who may be affected by our undertakings. Gi Group recognises and is committed to complying with its legal responsibilities under the Health and Safety at Work etc. Act 1974, subsequent Regulations made under the Act and other requirements to which Gi Group subscribes that relate to our health and safety hazards.**

## COMPANY'S RESPONSIBILITIES

Whilst Gi Group recognises its duties and responsibilities to all its employees, our Agency Workers are placed with client businesses to carry out work. Once placed in a client's workplace, our Agency Workers are under the direct control and supervision of that client.

As Gi Group are not in control of these workplaces and undertakings in which our Agency Workers are placed, the day to day responsibility for Health and Safety in the workplace lies with the client.

The Managing Directors of each Division are responsible to the Chief Executive Officer and the Board of Gi Group for ensuring the implementation of this policy. Directors, Senior, Middle and First Line Managers carry the prime responsibility for safe operations and activities within their control. This will be achieved with the assistance and guidance of the person responsible for providing competent advice.

The company shall provide adequate and competent supervision to those company activities which involve identified risks. When any Gi Group employee visits or works at a Client site such supervision shall be the responsibility of the Client.

Employees will be adequately trained, to the extent that their job function demands it, in health and safety at work, safe working practices and related topics.

## THE GI GROUP

- are committed to identifying the hazards to employees and interested parties affected by the work, and control attendant risks adequately. Employees will be encouraged to participate in the process of identifying hazards and developing controls and the management system.
- senior management will ensure any workers reporting hazards, risks and opportunities for health and safety improvement are not penalised in any way for doing so.
- wherever it is reasonably practicable to do so, identified hazards will be eliminated and any remaining Occupational Health and Safety risks will be reduced to the lowest level practicable and controls put in place.
- will ensure healthy and safe working conditions, including the provision of safe plant and equipment, where applicable.
- recognise the need for full and ongoing co-operation in matters of health and safety with all employers, undertakings and other client businesses where we place employees.
- recognise Agency Workers may be deployed on contract work at various locations and it is a condition of their employment that in addition to this policy, they will comply with all Health and Safety requirements of client companies.
- are committed to the prevention of injury and work-related ill health, which will be achieved through the continual development and improvement of our Occupational Health and Safety Management System and its performance.
- shall recruit employees who are competent to do their work and will provide/secure adequate and appropriate training where the need is identified.
- will ensure the safe transport, storage and handling of substances.

- will consult with employees on health and safety issues which may affect their wellbeing and give them any necessary information, instruction and training.
- will ensure adequate resources are made available to enable compliance with our legal obligations under health and safety legislation and regulation.
- review and revise the policy at regular intervals or as necessary to ensure that it remains relevant and appropriate to Gi Group.

## **OBJECTIVES AND COMMUNICATION**

OH&S objectives will be set by top management in line with the controls identified through risk assessment. Performance against these objectives will be reviewed periodically.

The contents of this policy and individual health and safety obligations and responsibilities will be communicated to all persons working under the control of the Gi Group. The contents of this policy will be made available to all interested parties.

Line management will be briefed and are responsible for ensuring those under their control are made aware of their individual responsibilities and obligations.

All employees are required to co-operate in fully supporting this policy and to show a positive attitude to safe working whilst carrying out their responsibilities.

Signed: Paulo Canoa – CEO, 14 September 2020

