



Occupational Health & Safety Policy



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Introduction

At Karex, people are our greatest asset and key to a continued growth and success and as such, we are committed to providing careers and working environments in which people can achieve their fullest potential. Therefore, the health, safety and welfare of employees is of paramount importance to Karex. We strive to create and improve standards of health and safety which will lead to the avoidance and reduction of risks and to ensure that the Company complies with the Health and Safety regulations. Karex makes every reasonable and practicable effort to provide safe and healthy working conditions on site.

This policy aims to provide and maintain a healthy and safe working environment by eliminating hazards, reducing health and safety risks, and raising awareness among employees, contractors, visitors and others who may be affected by business-related activities.

Responsibilities:

“Everyone is responsible
for health & safety”

Health and Safety Principles to be complied and followed through by senior leadership management, employees, contractors and visitors. Below are their responsibilities.

1. Employee and Contractor/Visitor:

- Comply with health and safety procedures and instructions relevant to their work and/or about which they have been trained or notified;
- Ensure all employees, contractors and visitors receive information and training in health and safety relevant to their roles and activities;
- Help ensure that those they work with, including contractors and visitors, are familiar with and follow applicable health and safety procedures and instructions;
- Only undertake work that they are trained, competent, medically fit, sufficiently rested and alert enough to do;
- Make sure they know what to do if an emergency occurs at their place of work or at a site they are visiting;
- Promptly report to local Karex management any actual or near miss accident or injury, illness, unsafe or unhealthy condition, incident, spill or release of material to the environment, so that steps can be taken to correct, prevent or control those conditions immediately;
- They must not undertake work or related activity, such as driving, when under the influence of alcohol or drugs, or when using medication improperly.
- They must not carry on with any work that becomes unsafe or unhealthy.
- They must not assume someone else will report a risk or concern.

2. Line Management:

Effectively establishing and maintaining day-to-day health & safety (H&S) at work is a line management responsibility. At each location where the Company has management control, responsibility for H&S follows the line management structure; from the site's senior manager to the site senior management team, through middle managers/supervisors/team leaders, to individual employees.

It is the responsibility of all levels of management and supervision to:

- Implement this OHS policy document in the area(s) under their responsibility / control;
- Ensure, so far as is reasonably practicable, that the 'minimum control arrangements', are in place, understood and implemented in the area(s) under their responsibility / control;
- Make adequate resources available for the management of health & safety at work.

3. Site-level:

At all locations where Company employees work or to which they report (e.g. factories, warehouses, research & development centres, offices and any associated field or home-based employees), the management of health & safety at work is the ultimate responsibility of the senior manager at that location. Day-to-day responsibility for the management of health & safety should be delegated through the line management structure, as outlined below.

- Establish and maintain an appropriate health and safety at work management system for their site, including the appointment of committees, managers, competent experts and a system for gathering employees' concerns/input;
- Identify health and safety hazards and manage/control risks arising from the site's routine and planned operations, activities and services;
- Regularly review and comply with all applicable local health and safety legislation, including relevant mandatory requirements;
- Develop site-specific health and safety improvement objectives and monitor performance, including an annual review of the management system's effectiveness and adequacy;
- Report all incidents, accidents and near misses in line with the Serious SHE Occurrences Standard, including thorough investigation, follow-up and communication of lessons learned;

- Maintain, communicate and test site emergency plans;
- Ensure all employees, contractors and visitors receive information and training in health and safety relevant to their roles and activities.

4. Health & Safety Coordinator/Manager:

All locations where the Company has management control shall have an identified Health & Safety Coordinator/Manager, whose job function includes the coordination of health & safety control arrangements at that location. However, this position does not remove or substitute for others direct and delegated H&S responsibilities as outlined above.

5. Group-level:

- Include occupational health and safety strategies in the annual business planning process to ensure the subject remains an integral part of operations;
- In countries where directors of the local legal company/entity must take responsibility for health and safety matters for all national sites in order to meet legal regulatory requirements;
- Karex site leaders must liaise with the relevant board of directors to agree the health and safety at work management system and the approach required to ensure appropriate ongoing review;
- The Internal Audit to periodically review the Company's OHS control arrangements and performance, and to report on these to the Board's Audit Committee.

Control Arrangements

These are some of the Control arrangements in place:

- documented responsibilities for H&S at work;
- up-to-date H&S risk assessments and fire risk assessments;
- the provision of necessary H&S information, instruction and training;
- the provision and use of necessary personal protective equipment (PPE);
- arrangements for emergency response/evacuation, first aid and occupational health;
- documented procedures/safe systems of work, where necessary to establish and maintain a safe and healthy working environment;
- H&S control arrangements for contractors and visitors;
- communication and consultation with employees on H&S issues;
- monitoring, investigation and reporting of any incidents, accidents or occupational ill-health;
- corrective and preventative actions where any incidents, accidents or occupational ill-health occur.

