

<b>Aptus Utilities Policy</b>	Procedure Ref : AU / POL 04
<b>Health, Safety Quality and Environmental (HSQE) Policy Statement</b>	Issue No. : Issue 3
	Issue Date : 03.12.2021
	Originated By : Delicia Maxwell
	Approved By : Lisa Kerford
	Review : Annually
	Page: 1 of 1



Aptus Utilities believes that good Health, Safety, Quality and Environmental performance is not only a moral duty, but is fundamental to business success.

It is our policy to ensure that management systems are in place which provide a safe working environment for all employees, contractors and visitors whilst also ensuring high quality is delivered and the environment is protected from unnecessary waste and pollutants.

We will ensure the HSQE management system is operated, maintained and communicated in order to enable the business and all associated with it to work in a safe efficient manner without risk to people, the quality or service or the environment. We commit to ensure compliance with all current legislations, regulations and other requirements to which the business has stakeholders or subscribes.

The company believes all that all accidents and incidents are preventable within the scope of the company's activities and are therefore committed to a culture of notification, investigation, learning and improvement.

The company commits to ensure the Health, Safety, Wellbeing and Participation of the employees, contractors and visitors is a priority in the work environment.

The company commits to deliver the highest quality of service in all activities by;

- Providing visible leadership with Director and senior manager safety tours and site visits to engage with our workforce and gain views on health, safety, and wellbeing matters.
- Achieve continual improvement through monitoring and review of company objectives and targets.
- Implementing the 'Aptus safety values' within our culture and reward our workforce for positive safety behaviour.
- Invest in our workforce with individual development plans and training to work safely
- Consult with our workforce on a regular basis to discuss safety matters and include our workforce in decision making.
- Regularly update our workforce on safety matters through toolbox talks, safety briefing and training.
- Inspect all plant/tools and equipment to ensure all are fit for purpose.
- Encourage our workforce to work safely and report all accidents, incidents, hazards and near misses to our HSQE department.
- Measure our safety performance, share trends and results to drive continual improvement.
- Undertake annual assessments of policies, procedures, method statements, risk assessments, and COSHH assessments.
- Competency check all our workforce to ensure they have the mandatory skills, knowledge, and training.
- Provide occupational health assessments for our workforce to ensure they are fit for work.
- Regularly test and review our emergency procedures for fire evacuation and first aid.
- Ensure our working environment support health and safety practices including safe access and egress of fleet and plant.

Lisa Kerford Company Managing Director takes overall responsibility and therefore is ultimately responsible for Health, Safety, Quality and Environmental Management within the company and as such is responsible for formulating and implementing the policy and ensuring it is maintained.

The company commits to the financial and resource requirements to ensure compliance of this policy.

It will be the responsibility of all employees to, where the need arises, participate in HSEQ matters and implement the policy under the guidance of the operational managers so as to ensure the highest standards of Health, Safety, Quality and Environmental protection are achieved and constantly maintained at all times.

These standards must not be compromised to achieve other business goals or objectives.

Signed – Lisa Kerford  
Managing Director Aptus Utilities Ltd

Date – April 2022  
Next Review April 2023