



## Health and Safety Policy Statement

Record UK Ltd is committed to protecting the health & safety of our employees, customers and the communities where we operate. We are committed to providing and maintaining a healthy and safe working environment for our employees and any other people who may be affected by our activities.

We recognize that by integrating good health & safety management practices into all aspects of our business, we can offer market leading products and services while conserving and enhancing resources for future generations.

Record UK Ltd strives for continuous improvement in our health & safety management systems and in the quality of our products, processes, and services. Our management systems are accredited to ISO 45001:2018

To achieve this the Company has the following key objectives:

- As a minimum, to comply with all requirements of relevant legislation
- To identify hazards (the potential for harm), assess risks (the likelihood of that harm being realized) and manage those risks
- To ensure that employees and others are adequately informed of the identified risks and where appropriate, receive instruction, training and supervision
- To consult with employees' representatives on health and safety matters
- To make arrangements for safe co-ordination and co-operation with other employers where our employees are required to share premises, facilities or activities
- To minimize the impact on the environment from the effects of the Company's activities
- To monitor and review the effectiveness of the Company's arrangements and where appropriate, implement improvements
- To ensure that the demands of our activities do not exceed the capabilities of employees to carry out the work without risk to themselves or others

The overall responsibility for ensuring implementation of this policy lies with the Board of Directors. However, everyone in the company, including our Managers, Supervisors and all employees are responsible for safety and ensuring compliance with Company Health and Safety Policy within their area of control.

We will actively monitor our Health and Safety performance and the implementation of health and safety action plans.

**Mark Ayton**

**Managing Director**

**Signed:**

A handwritten signature in blue ink, appearing to read "M. Ayton", written over a light blue horizontal line.

**Date:**

**10/09/24**

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