

Policy 4.4 Health & Safety Policy

Updated February 2026

1. Policy Statement

It is the policy and aim of Rotala Limited to ensure as far as is reasonably practicable, the health, safety and welfare of our employees and others who may be affected by our activities. We endeavor to reduce the risk of occupational illness, accidents and incidents resulting from the company's activities or an employee's own acts or omissions.

As a minimum, Rotala Limited is committed to meeting our legal responsibilities. However, Rotala Limited aspires to continually improve occupational health and safety performance and that its management systems are effectively and efficiently managed to meet the changing needs of the business and regulatory requirements.

2. Organisation and Responsibilities

- a. The Group Chief Executive Officer is responsible for
 - i. Formulating, implementing and reviewing the policy.
 - ii. Designating responsibilities within the company for its implementation.
 - iii. Allocating appropriate resources to maintain standards.
 - iv. Undertake regular reviews of group and company health, safety and environmental performance.
 - v. Commit to the continual improvement of the health and safety standards of the company.
- b. Company Managing Directors are responsible for
 - i. Ensuring the policy is understood and implemented within their businesses.
 - ii. Ensuring the process of hazard identification, risk assessment, control and incident investigation is understood and achieved.
 - iii. The implementation and operation of the group health and safety management policies and procedures throughout their businesses.
- c. The Health, Safety & Environmental Manager is responsible for
 - i. Initiating or devising procedures and systems.
 - ii. Maintaining HS&E standards and communicating safety issues within the organisation.
 - iii. Overseeing the audit process and ensuring depot compliance regarding health, safety and environmental standards.
 - iv. Coordinating the risk assessment and incident review process.
 - v. Liaising with statutory bodies, consultants and occupational health professionals for competent advice and training when required.
 - vi. Maintenance and review of any safety accreditation the company may have or aspirations of achieving within each business.

d. Depot Management and Supervisors

Must fully understanding their health and safety responsibilities and implement the group standards and procedures throughout their depots. Additional consideration for

- i. Identifying hazards within the workplace and eliminate/minimise the risks to the lowest level practicable with the assistance from the Health, Safety and Environment Team.
- ii. Ensuring the maintenance and inspections of vehicles, plant and equipment whilst understanding legal responsibilities.
- iii. Develop, encourage and improve the safety consciousness of their work force, particularly their training needs. This is particularly relevant when managing new and young employees.
- iv. Carry out all required health and safety checks to maintain high safety standards across their area of responsibility.

e. Union and Employees Safety Representatives

Safety Representatives are appointed to represent the employees regarding health and safety issues that may affect them or their undertaking. Duties include

- i. Encourage co-operation and working relationship between employers and the employees to improve safety culture and performance throughout the business.
- ii. Bring to the employers notice of any unsafe act or unsafe condition that could jeopardise the health and safety of any employee, contractor, visitor or customer who may be affected by the companies undertaking.
- iii. Attend and participate in depot Health and Safety committee meetings, bring forward achievable ideas and suggestions of improving standards throughout the business.
- iv. Attend any training required to develop their health and safety competence and personal developments of the individual.

f. Employee's responsibilities

The Group recognises that successful implementation of this policy can only be achieved by the involvement and co-operation of all personnel within the business. All employees have a responsibility for

- i. Taking reasonable care of the health and safety of themselves and their colleagues.
- ii. Co-operating with Group as far as practicable to enable the latter to comply with any duty or statutory provision.
- iii. Avoid any interference or misuse of anything provided by the Group in the interests of health, safety and welfare.
- iv. Informing their manager of any situation or shortcoming in health and safety arrangements.
- v. Report all hazards, accidents and near misses to their line manager/supervisor as soon as possible.
- vi. Attend any training courses deemed necessary by Group to aid and improve their understanding of Health & Safety responsibilities.
- vii. Only undertake tasks that they are trained and competent to carry out. Use only equipment which is safe whilst having the experience to determine.
- viii. Engage fully with any initiative or program run by the company which is designed to improve the health and safety of the business and its employees.

Employee responsibilities apply to everyone employed by Rotala Group

3. How H&S matters are communicated

- a. Notice boards located in engineering and operational areas where required.
- b. Depot Health and Safety committee meetings.
- c. Departmental meetings and toolbox talks.
- d. Safety Alerts/Safety notices from the H&S department.
- e. Significant issues by courses of refresher-training.

4. How this Policy is implemented

Standards of occupational health and safety are those determined by either legislative requirements or Rotala Company Policy. The latter may be more stringent than those prescribed by Health and Safety law. Rotala Limited policies detail the arrangements for implementation including:

- a. Specifically detailing responsibilities and competence at all levels from the Managing Director to individual employees.
- b. Identifying the process of consultation with and engagement of the workforce.
- c. Specifying training required in order to achieve the necessary levels of competence of both managers and operatives.
- d. Defining safe working methods & procedures including hazard identification, risk assessment and implementation of controls.
- e. Defining auditing / review processes and procedures.
- f. Defining the systems for recording, investigation and analysis of accidents, ill health and dangerous occurrences.
- g. Following the “Plan, Do, Check, Act” method for continuous improvement of the systems and policies implemented.

5. Planning and Review of Health and Safety

Through the board and managing directors the company will set measurable targets for health and safety covering all operational issues, such as accident reduction, hazard resolution, audited compliance and group objectives referred to as action plans

These together with other company key performance indicators will form part of the planning process for continued improvement. Areas which are continually reviewed and considered are

- a. Accident and incident information is used to set targets and improve overall incident rates.
- b. Audit results are used to focus on areas of the business that require further improvement or support in relation to Health and Safety compliance.
- c. Training needed to comply with legislation, best practice and groups objectives will be regularly reviewed for continual improvement.
- d. The board will review the group Health and Safety performance annually as a minimum to ensure ongoing improvement.
- e. Depots will review their health and safety performance against the group targets during their group health and safety meetings held annually enabling the next year's targets to be set with the required planning to take place.
- f. Communication of performance or any specific issues will be via the agreed channels, with group and one to one briefing when required with individuals throughout the business.

6. Monitoring the Policy

The implementation of this policy and its overall effects are continuously monitored at all levels within the organisation. Monitoring includes

- a. Accident and ill health records.
- b. Standards of compliance with adopted standards and achievement of these objectives within agreed timescales.
- c. At Board level via annual company health and safety meetings.
- d. At depot level through, regular board/management meetings, committee meetings audits, safety tours and spot check visits throughout the year.

7. Competent Advice

Internal and external sources are responsible for

- a. Assisting in defining standards for health, safety and environmental.
- b. Advising on future needs and developments for the business.
- c. Providing technical information and support.
- d. Auditing / monitoring of performance.
- e. Assisting in the identification of training needs throughout all areas of the business.

Signed:



Simon Dunn, Chief Executive Officer, Rotala Ltd

Date: February 2026