# Health and Safety Policy

## Section 1: Health & Safety Policy Statement

FGS Group fully acknowledges its responsibilities to ensure that all reasonably practicable steps are taken to protect the health, safety and welfare of its employees, contractors, customers, the public, and others who may be affected by its activities and omissions. In all operations associated with its provision of services, FGS Group refers to both FGS Agri Ltd and FGS Organics Ltd.

Our health and safety management system has been established, documented, implemented, and maintained in accordance with the Health and Safety at Work etc Act 1974, international standard ISO 45001:2018 and all other health and safety legislative and other non-legislative requirements.

**In demonstrating our commitment to the pursuit of best practice, we aim to fulfil the following safety objectives in service delivery at all times.**

1. Provide sufficient financial, human, and practical resources for effective planning, organisation, control, and monitoring of the health and safety policy, its objectives, and the safety management system.
2. Provide and maintain suitable places of work with safe access and egress at all times.
3. Provide and maintain suitable and safe work equipment and systems of work that minimise the risk of accidents, work related ill health and sickness.
4. Investigate incidents including accidents, injuries, property damage, near misses and observations.
5. Provide for the safe and secure transportation, storage, handling, and use of all hazardous substances.
6. Provide adequate health & safety information, instruction, and training whilst ensuring all employees and contractors are competent to undertake their tasks by demonstration of experience, knowledge and/ or qualifications and training.
7. Provide access to competent professional expertise in health & safety matters.
8. Ensure adequate consultation and communication with employees, contractors, visitors, and any other persons in regard to occupational health and safety.
9. Periodically audit, evaluate, and review this policy, its objectives, and each element of the Health and Safety Management System, to ensure we achieve continuous improvement towards our safety objectives.
10. Provide support where appropriate for mental and physical health conditions including the provision of first aiders and mental health first aiders.
11. Work with our clients across all industries to ensure our employees have a safe and healthy environment in which to work.

12. Encourage safe behaviour and re-educate unsafe behaviour.
13. Development, implementation and continual improvement of the Health and Safety Management System.

**Management Responsibilities:**

- **Chairman Level:** The Chairman has overall accountability for the 'day to day' management and control of health, safety, and welfare within FGS Group.

- **Management Level:** The Health and Safety Manager is responsible for the 'day to day' management, control and implementation of the health and safety management system and the welfare of employees across all company enterprises.

  Enterprise & other Senior Managers are responsible for the 'day to day' management and control of health, safety, and welfare within their own respective enterprises.

- **General:** All members of the management structure including supervisory staff shall be responsible for the implementation of this policy.

- **Employees Responsibilities:**
  - To co-operate with FGS Group at all times to ensure it can meet its health and safety commitments.
  - To take sufficient care of themselves and others who may be affected by their acts or omissions,
  - To not intentionally or recklessly interfere with, or misuse anything provided for in the interests of health, safety, and welfare,
  - To report all health, safety, and welfare concerns to FGS Group.

**Signed:** **Date:** 01/05/2026

**Name:** Trevor Heathcote
**Position:** Chairman **Review date:** 01/05/2027

## Section 2: Organisation

### 1.1. Appointment of Competent Persons

FGS Group has appointed the Health and Safety Manager as the 'Competent person' required by Regulation 7(1) of the Management of Health and Safety at Work Regulations.

### 1.2. Meetings

**FGS Group Senior Management & Staff Steering Group.**

**Senior Management Team**

The senior management team shall aim to meet quarterly with a minimum of 4 meetings per annum. Minutes of the meeting are to be taken and issued to all members within one week of the meeting.

The meetings should promote health and safety awareness throughout the group and provide a driving force for health and safety related issues. They will provide a forum where company health and safety issues can be discussed, and decisions made & adopted through consultation.

They will monitor health and safety audits and reports generated both internally and externally and monitor accident, incident, and near miss statistics. The meetings will carry out a risk-based review of health and safety procedures, risk assessment and safe system of work requirements.

**Staff Health and Safety Steering Group**

FGS Group has established a Health and Safety Steering Group to facilitate effective health and safety communication between the directors, senior management and staff operating at all levels within the organisation.

Membership of the group will be determined by the workforce and management of FGS Group. Membership considerations will include:

- Appointment of workforce representatives that can adequately represent the views of the workforce.
- Appointment of managers to the Group who have significant authority to agree to take measures that have resource implications.
- The Group is set up to represent and cover all site activities and undertakings – ensuring sufficient representatives from each area.
- The Group shall aim to meet quarterly with a minimum of 4 meetings per annum.

Minutes of the meeting are to be taken and issued to all members - within one week of the meeting.

### 1.3. Chairman

The Chairman has overall accountability for the health, safety, and welfare of the employees and, any other persons who may be affected by FGS Group's activities and undertakings.

### 1.4. Chief Operating Officer

The Chief Operating Officer is accountable for the implementation and effectiveness of the Health and Safety Policy and is to initiate its annual review and ensure any amendments necessary are made to take account of current and/or future developments/objectives.

### 1.5. Senior Management

Each holder of a key management position is responsible for ensuring that FGS Group's Health and Safety Policy is implemented within their areas of responsibility and that all requirements necessary for effective compliance with the policy are provided.

### 1.6. Health and Safety Manager

In addition to their general responsibilities set out above the Health and Safety Manager is specifically delegated responsibility for the 'day to day' management of health and safety across the Group.

### 1.7. Other Management & Supervisory Positions

In addition to their general 'employee' responsibilities as specified and set out below - all such persons shall ensure, so far as is reasonably practicable that health and safety standards are maintained/ improved by all staff and contractors under their control at any given time.

### 1.8. Employees Health and Safety Responsibilities

Every employee has a legal obligation and responsibility to take reasonable care of the health and safety of themselves and others who may be affected by their acts or omissions whilst at work.

Employees shall ensure:

- They make themselves familiar with and conform to FGS Group's Health and Safety Policy.
- They co-operate with management at all times, to enable FGS Group to comply with its statutory duties.
- That they do not intentionally or recklessly interfere with or misuse anything provided for health and safety purposes.
- They use machinery, equipment, substances, transport, appropriately.

- They inform their line manager of anything that represents an immediate danger to health and safety.
- They observe all company rules and regulations, safety procedures, and safety instruction and signs.
- They wear appropriate protective clothing & equipment (PPE) as specified.
- They keep their workplace tidy and free from slip, trip and fall hazards.
- They report all accidents, incidents & near misses to their line manager.
- They report any shortcomings in any training or instruction provided.

### 1.9. New and Expectant Mothers

Any employee who becomes pregnant, has given birth within the previous six months, or is breastfeeding is required to notify FGS Group in writing, FGS Group will advise the employee of any precautions that should be taken in relation to their work.

*All employees should note that failure to comply with the Health and Safety Policy or breaching company procedure(s) could be deemed as gross misconduct and may result in disciplinary action.*

## Section 3: Arrangements

### 1.1. Risk Assessments and Method Statements

A risk register will be maintained identifying the principle hazards likely to be encountered whilst undertaking our activities. Risk assessments will be carried out by competent persons with the aim of identifying all hazards and the probability of risks involved - in order that suitable controls can be implemented, and risks eliminated or reduced and subsequently controlled.

All risk assessments undertaken shall be recorded and controlled.

Risk assessment documents will incorporate a specified method statement for the task or activity.

All staff undertaking the activity will be issued with the risk assessment and safe system of work.

Controlled versions of risk assessments and method statements will be issued to clients and other activity stakeholders on request.

Risk Assessments will be reviewed annually, or when:
- They are believed to be no longer valid.
- Where there have been significant changes to work practices.
- Due to a serious accident or incident.
- Due to changes in legislation, or the introduction of new regulations.

### 1.2. Communication of Health and Safety information

The Health and Safety Manager as 'competent person' within the organisation, acts as the main source of health and safety information for management and employees.

**Other sources of information available to all employees include:**

Legislative Instruments and Approved Codes of Practise; Regulatory & Enforcing Authorities; HSE/ IOSH/ ROSPA websites; Industry Bodies inc. Farm Safety Partnership; Product Manufacturers; Accrediting bodies and Employee representatives.

Health and safety information is communicated and available through FGS Group in clear and understandable formats.

**Typical information that will be communicated to the workforce shall include:**

- Changes to Legislation.
- Regulatory notices and guidance documents.
- Approved codes of practise.
- Best available techniques & technologies.
- Changes to policies and procedures.

- Training information.
- Immediate local & site hazard information.
- Risk assessments and safe systems of work.
- COSHH assessments and MSDS.
- Accident, incident, and near miss data & statistics.
- Occupational health information.
- Safety alerts and bulletins.

**H&S Information will be distributed via suitable formats including:**

- Company policies and procedures.
- Employee handbook.
- Health & Safety meetings.
- Risk assessments and method statements.
- Training provision.
- Written instructions.
- Safety briefings, memos, and notices.
- Email alerts, payslip inserts, text message alerts, site noticeboards.

### 1.3. Employee Consultation

FGS Group will consult with employees, on health and safety related matters including:

- On the introduction of any measure at the workplace that may substantially affect safety and health.
- The results of risk assessments undertaken.
- Any failings, unsafe acts or unsafe conditions either highlighted to FGS Group by a third party or identified during any inspections, audits, and reviews.
- Any remedial measures that are necessary after an accident/incident, near miss or dangerous occurrence so as to prevent recurrence.
- Any enforcement action taken against either company by the enforcing authorities.
- Further consultation shall be assured through periodic health and safety group meetings.

Consultation will be carried out at quarterly staff steering group meetings or on an ad-hoc basis where immediate consultation is required.

### 1.4. Welfare

FGS Group will at all times provide a safe and healthy place of work for its employees and others, including provision of suitable:

- Workstations and seating.
- Heating, ventilation, and lighting.
- Changing and clothing storage facilities.
- Hot and cold running water including drinking water.

- Facilities for rest including the means to heat and eat meals.
- Sanitary and washing facilities inc. soap and means of drying.
- Access and egress, with clear and sound traffic routes and walkways.

### 1.5. Health and Safety Monitoring – Audits, Inspections and Site tours

In order to promote and maintain a positive safety culture - arrangements will be put in place for internal, scheduled & unscheduled health and safety audits, inspections, and site tours.

Identified non-conformances will be subject to corrective actions, and a date set for the non-conformance to be rectified.

Internal audits will be conducted periodically to ensure that the management system remains suitable and effective.

External audits may also be conducted by third parties including regulatory authorities, accreditation bodies, customer audits etc. Where non- conformances are issued by external auditors, priority will be given to implementation of corrective measures as soon as practicably possible and within any specified timeframes issued by the auditor.

### 1.6. Health and Safety Training

FGS Group understand the need for training and conduct training in line with the training procedure (FGSGROUP-HR-PRO-002).

### 1.7. Accident, Incident & Near Miss Reporting, and Investigations.

It is company policy that all accidents, incidents, near misses and dangerous occurrences involving any employee, contractor, or other persons are reported immediately via my-compliance to the SHEQ Team via the relevant enterprise manager.

All incidents and accidents are fully investigated in order to identify the root cause(s) and any additional control measures required to prevent a reoccurrence.

Further information is available within the Accident, Incident Management Procedure (FGSGROUP-HSE-PRO-004).

### 1.8. First Aid, First Aiders, Occupational Diseases, and Infections

FGS Group will arrange for a sufficient number of qualified first aiders to be available at all times.

First aid resources with sufficient quantities of medical supplies for the types of injury that can reasonably be expected, shall be provided within buildings and on vehicles and plant, as appropriate.

- First Aiders will attend refresher courses as required, every 3 years.
- First Aiders are responsible for the maintenance and upkeep of the first aid boxes.
- The names and locations of first aiders and first aid kits are notified on site SHEQ noticeboards.

**Diseases and Infections in Agriculture (Zoonoses):**

All farm animals potentially carry a range of diseases, some of which can also affect humans. These are known as zoonoses. They are caused by pathogens or micro-3 organisms and are subject to the control of substances hazardous to Health Regulations 2002 (COSHH).

FGS Group have produced a toolbox talk for all staff at risk of exposure, which covers methods of transmission and common symptoms for the following Zoonoses; Escherichia coli o157 (e coli o157), cryptosporidiosis, leptospirosis (Weils disease), Bovine tuberculosis, Salmonella, Streptococcus suis, Orf, Ovine chlamydiosis, Q fever and Ringworm.

### 1.9. Fire Safety arrangements

The primary emphasis will be on fire prevention at all times on all sites at which FGS Group operates.

Arrangements shall be in place to raise the alarm and enable a safe evacuation at all sites. All employees, visitors and contractors will be notified of fire evacuation arrangements as part of their site induction. All employees, visitors and contractors should follow FGS Group fire procedure (FGSGROUP-HSE-PRO-001).

**FGS Group shall ensure the fire arrangements for all sites include:**

- A valid fire risk assessment
- Suitable escape routes
- Sufficient fire exits.
- Suitable fire alarm coverage
- All equipment and systems are checked and maintained weekly, monthly, and annually (as required) and records are maintained internally.
- Fire drills at least annually.

**Fire and Oxidising Material Storage**

FGS Group store amounts of oxidising material (fertiliser products) at various sites. Where it is a regulatory requirement, this is notified to the relevant authorities, including

the local fire brigade. Oxidising materials are appropriately stored, transported, and used in accordance with the approved codes of practice at all times.

**Hot Works**

Any hot works carried out may be subject to a permit to work, dependent on the site and conditions. All hot works carried out by sub-contractors will be subject to a permit to work on any site controlled by FGS Group.

Fire arrangements for sites not under FGS Group control

Where operating on sites not controlled by FGS Group, fire arrangements will be in accordance with the site operators' arrangements.

### 1.10. Contractors

When the services of a contractor are required, FGS Group shall make arrangements to ensure that they are screened for health and safety competence prior to selection (Procurement Procedure) and that specific health and safety arrangements are approved prior to works being undertaken including:

- The supply of valid RAMS and competency certification to SHEQ team 48 hours prior to works commencing where possible.
- All supplier personnel attending site have completed the site induction.
- Valid insurance documentation has been provided.

*All other information relating to contractor management can be found in the Procurement Procedure (FGSGROUP-QUL-PRO-005) and the contractor site induction.*

### 1.11. Visitors

Arrangements shall be put in place so that persons visiting any FGS Group site are given sufficient information and instructions with regard to health and safety.

All visitors are required to complete the site safety induction and sign in and out at reception.

### 1.12. Maintenance of Plant, Machinery and Equipment

All operators must perform a pre-use check on work equipment before use to ensure it remains in efficient working order and good state of repair.

Work equipment must only be used for the purpose for which it was designed.

A suitable and sufficient maintenance programme will be operated for all plant, machinery, and equipment.

All work equipment is suitably inspected, maintained, and where appropriate, subject to a thorough 6/12-month examination and testing by a competent person.

All maintenance activities must be recorded, and records maintained.

### 1.13. Operating Mobile Plant and Machinery

The operation of any plant & machinery is strictly prohibited unless the individual has been trained and is authorised to operate the machinery.

Pre-start and operational checks are to be undertaken, and the appropriate daily plant check sheet completed.

Arrangements shall be put in place to ensure that equipment is regularly maintained, serviced and subject to annual thorough examinations as required.

### 1.14. Permits to Work

**Hot Work:**

FGS Group fitters who regularly carry out hot works on site will not normally be subject to the permit to work system providing they carry out the following before & after safety checks:

1. Safety equipment checks including fire extinguishers.
2. Hot work equipment checks – regulators, hoses, bottles secured.
3. Requirements within 10 metres of work area: flammable liquids, dust, lint, and oil deposits removed, floor swept clean, removal of combustible materials where possible, otherwise protect with fire resistant tarpaulins or metal shielding.
4. Fire watch / hot work area monitoring: fire watch will be provided during, and at least 30 minutes after work.

Contractors who carry out hot works on site are subject to the permit to work system at all times and must request a permit to be issued from the SHEQ Team or relevant enterprise manager.

Hot work is defined as: cutting, burning, and welding, grinding, brazing, soldering, or any other flame or spark producing activity.

**Confined Space work:**

Both FGS Group staff and all contractors working in confined spaces are subject to the permit to work system.

The permit will be issued by the SHEQ Team or relevant enterprise manager only after all suitable checks (including gas monitoring) have been made to ensure the safety of all staff engaged in the task.

Staff and contractors should be suitably trained to work in confined spaces.

Confined spaces are defined as enclosures with limited openings, e.g. storage tanks; silos; enclosed drains and sewers; open-topped chambers; vats; ductwork; unventilated or poorly ventilated silage clamps/ pits.

**Permit to Dig or Penetrate:**

FGS Group staff will not normally be subject to an on-site permit to dig providing they have carried out an adequate service avoidance scan of the proposed excavation area.

When working as a contractor or sub-contractor, staff will comply with any request to work to a permit system.

Contractors or sub- contractors working on behalf of FGS Group at any site must request a permit to dig or penetrate from the relevant enterprise manager or SHEQ team.

Permits to dig may be required for excavations; core drilling; concrete breaking / saw cutting.

### 1.15. Control of Substances Hazardous to Health (COSHH)

FGS Group shall ensure, so far as is reasonably practicable, the safety and absence of risk to health in connection with the use, handling, storage, and transport of substances hazardous to health, by ensuring the following arrangements are in place:

a) An inventory shall be established and maintained of all substances stored & used.
b) Material safety data sheets (MSDS's) will be obtained for all hazardous substances and available at each point of use.
c) COSHH assessments will be undertaken and where required accompanied by a safe system of use.
d) Spill kits and procedures will be made available for hazardous substances in accessible locations.
e) COSHH awareness training will be provided.
f) Suitable PPE & RPE will be made available for hazardous substances used.

FGS Group staff, contractors and visitors may potentially be exposed to COSHH hazards. Where potential for exposure may exist, the relevant COSHH assessment must be reviewed for exposure controls required including any workplace exposure limits.

Control priority will be in accordance with the hierarchy of control.

### 1.16. Personal Protective Equipment (PPE) & Respiratory Protective Equipment (RPE)

FGS Group acknowledges that the use of PPE & RPE is and should be seen as a final control after other controls have been considered and/or implemented.

Where it is not possible to control risk effectively by other means and, where a deemed risk remains, the wearing of PPE and where appropriate RPE is mandatory.

PPE will be provided free of charge to all employees when and where required.

It is the responsibility of staff to care for and maintain PPE & RPE as they would with any other item of safety equipment.

Fall arrest equipment including safety harnesses will be issued to operators of access plant.

- Fit testing and training will be provided.
- Safety harnesses are subject to mandatory pre-use inspection by the operator and will be inspected on a 6 monthly basis or sooner, where deemed necessary.

**Contractors:**

All contractors are to ensure that their required PPE is worn and used to any prescribed standards, statutory obligations, and guidance.

### 1.17. Drugs and Alcohol

FGS Group operate a zero-tolerance policy, and it is strictly prohibited to consume, supply or be under the influence of drugs or alcohol whilst working on behalf of either the company, on the company premises or whilst in a company vehicle - in such circumstances the individual concerned shall be subjected to dismissal.

If personnel are found in possession or supplying drugs the police will be called and the individual(s) handed over. If an employee attends work under the influence of drugs or alcohol, they will be suspended, and formal action may be taken. In the case of contractors, the individuals will be asked to leave site and the contract company informed.

Further information can be found within our alcohol, drug and substance abuse policy (FGSGROUP-HSE-POL-005).

**Personal medication:**

Employees that have been prescribed medication are requested to inform FGS Group, particularly where the medication has significant side effects or contraindications.

### 1.18. Lone Working

Activities involving lone working will be assessed to ensure the following controls are in place:

- Plant & Machinery is safe for use by one person.
- Instruction, training & supervision is in place.
- Lone working risk assessments have been carried out including consideration of foreseeable risks.
- Known medical conditions reviewed.
- Monitoring arrangements are in place & understood.

Communication protocols are in place inc. supervisor visits and observations; pre-agreed contact intervals; contact protocol at the end of the shift or task.

### 1.19. Smoking

FGS Group enforces a ban on smoking within all buildings, company vehicles, plant, and equipment. FGS Group has a legal responsibility to prevent the workforce from smoking in the above areas.

All sites operate under the FGS Group smoking policy (FGSGROUP-HSE-POL-004) – smoking is only permitted outside and in site specific designated areas.

### 1.20. New Employees

All new employees will be taken through both company and site induction procedures. Particular consideration will be given to new employees unfamiliar with the working environment and young employees unfamiliar with workplace hazards.

Further consideration for the employment of young persons and work placement trainees is given in the vulnerable persons policy.

New employees will be restricted to working areas and/ or activities for which they have been trained or can demonstrate adequate competence through previous knowledge, experience and/ or qualifications.

### 1.21. Young Persons and Work Placement Students

FGS Group may at times employ the services of young persons and work experience students. FGS Group's definition of a young person is anyone under the age of 18.
It is acknowledged that they require additional safety needs to that of general employees.

Arrangements can be found within the vulnerable persons procedure.

### 1.22. Use of Company Vehicles

Commercial vehicle drivers will be required to complete FGS Group driver profiling and e-learning training, which includes details of FGS Group policies and procedures on driving commercial vehicles at work, including health and safety requirements.

The use of 'handheld' mobile phones while driving any company vehicle or rider operated equipment is **strictly prohibited**.

### 1.23. Manual Handling

FGS Group recognises that within its industry manual handling is an activity (and hazard) that cannot be totally eliminated, however, it can, if not carried out correctly contribute to serious injuries such as sprains and strains often to the back/ upper limbs.

Manual handling will only be carried out after consideration has been given to mechanically handling the item or material.

Manual handling assessments will identify the control measures required to reduce the risks, and where required, shall so far as is reasonably practicable implement those control measures.

Employees are requested to report any physical problems including strains or sprains etc. being experienced during the course of their duties.

Employees are further expected to make full and proper use of any safe systems of work that has been provided by FGS Group, whether manual or mechanical handling is undertaken.

Employees will receive manual handling training, provided either in house or by an accredited external training provider depending on the tasks they complete.

### 1.24. Provision of Work Equipment

FGS Group shall have in place arrangements to ensure that any work equipment provided by either company is:

- Suitable for use, and for the purpose and conditions in which it is used,
- Maintained in a safe condition for use, including intrinsic electrical and/ or mechanical safety.
- Inspected by a suitably qualified provider, to ensure it continues to be safe for use.
- Work equipment shall only be sourced from approved suppliers, as per the procurement procedure (FGSGROUP-QUL-PRO-005).

### 1.25. Lifting Operations & Lifting Equipment

FGS Group shall prepare and maintain a lifting equipment and lifting accessories register.

FGS Group shall put in place such arrangements to ensure that the following principles for lifting operations are complied with:

- The integrity of the lifting equipment is assured and is suitable for its intended use.
- The equipment has a valid thorough examination report and any defects identified during the examination have been rectified.
- The lifting operation is correctly planned and assessed.
- The operation is undertaken in a safe manner by trained and competent operative(s).

Lifting equipment and accessories are not to be used unless:

- Where over a year old – they are subjected to a thorough examination every 6 or 12 months as appropriate and have a valid thorough examination report.
- They are visually checked - prior to use.

### 1.26. Display Screen Equipment (DSE)

Display screen users are employees who are required to consistently use display screen equipment as a significant part of their duties.

FGS Group shall arrange for:

- Suitable and sufficient assessments (including self-assessments).
- The recording of such assessments and informing the user of its findings and any corrective measures required.
- The provision of adequate training in correct use of DSE.
- The possible health risks and any actions for their elimination/reduction.
- The importance of correctly setting up display screen equipment breaks.
- The prompt reporting of health issues potentially arising from use of DSE.
- The prompt reporting of equipment hazards or faults with any DSE.

Eye and Eyesight Tests: Should any 'frequent' DSE user 'request' an eyesight test, FGS Group will agree to pay for 1 test per year.

(Note: approval for the eyesight appointment must be given).

### 1.27. Noise

FGS Group acknowledges that regular exposure to high noise levels could cause occupational health hazards such as noise induced hearing loss (NIHL) or other noise related conditions such as tinnitus.

FGS Group have procedures in place (FGSGROUP-HSE-PRO-007) to prevent excessive and or persistent exposure to noise covering:

- Noise measuring of all plant and machinery to ascertain levels and items of significant concern.
- Assess the risks to employees from noise at work, including from fixed & mobile mechanical plant & equipment and workshop equipment.
- Implement control measures that remove or reduce the level or duration of exposure.

FGS Group shall ensure that any plant, machinery, or equipment procured shall be of the lowest noise producing levels practicable and fitted with noise (and vibration) reduction systems, where available.

FGS Group will provide occupational health surveillance (hearing checks) to any employee who is regularly exposed to noise levels above the upper exposure action values.

### 1.28. Vibration

FGS Group shall ensure that the risks associated with the use of vibrating and other mechanical equipment giving rise to hand-arm vibration (HAV) or whole-body vibration (WBV), are assessed and suitable control measures put in place to eliminate or reduce exposure to as low a level as is reasonably practicable in line with the current procedure (FGSGROUP-HSE-PRO-007).

All staff and contractors potentially affected will be informed of the assessment outcome and the necessary control measures to be implemented.

Suitable arrangements are in place to ensure that the vibration magnitude of any plant, equipment and tools supplied, are known, to ensure a suitable and sufficient assessment can be made for the operations to be undertaken.

### 1.29. Electricity

FGS Group understand the risk related to working with electricity and to prevent, eliminate and avoid such risks, arrangements are in place in line with current procedure (FGSGROUP-HSE-PRO-014), to ensure the safety of electrical installations, systems, and equipment. The risk of injury is strongly linked to where and how electricity is used, particularly in harsh conditions.

Electrical system and appliance inspections are carried out by a qualified and competent person and in a time frame in line with current regulations including, Portable appliance testing (PAT) and electrical installation conditions inspection.

s

### 1.30. Working at Height

Arrangements for safe working shall be put in place where there is a risk of working at height, and all staff and contractors are advised of the arrangements in line with the procedure (FGSGROUP-HSE-PRO-015).

### 1.31. Pedestrian Vehicle Interface (PVI)

FGS Group understand the importance of pedestrian and vehicle segregation and ensure that adequate controls are in place to maintain safe segregation.

### 1.32. Asbestos and Asbestos Containing Materials (ACM'S)

FGS Group recognises its duty to protect its employees and others who may be exposed to asbestos containing materials (ACM's).

Where potential asbestos containing materials (ACM's) are identified FGS Group will take appropriate precautions in line with current procedure (FGSGROUP-HSE-PRO-017).

Where asbestos containing materials (ACM's) are confirmed as present on an FGS Group controlled site a valid asbestos register will be produced and maintained on site.

### 1.33. Construction (Design and Management) Regulations 2015

Where FGS Group are engaged as the principal contractor on notifiable projects, they will ensure the following:

- The planning, managing, and monitoring of the construction phase in liaison with contractors.
- Prepare, develop, and implement a written plan and site rules.
- Issue relevant parts of the plan to contractors
- Ensure suitable welfare facilities are provided and maintained throughout the duration of the construction phase.
- Check the competence of all contractors appointed.
- Ensure all workers have site inductions and any further information and training required for the work.
- Consult with all workers engaged on the project.
- Liaise with the principal designer in regard to the ongoing design of the project.
- Secure the site.

Where FGS Group are engaged as a sub-contractor, they will ensure the following:

- Plan, manage and monitor construction work under their control.

Where projects involve more than one contractor, co-ordinate their activities with other contractors and comply with directions given by the principal designer or principal contractor.

- Check the competence of all employees.
- Train their own employees
- Provide all relevant information to their employees.
- Ensure adequate welfare facilities for their employees.
- Where FGS Group are engaged as a single contractor on notifiable projects, they will also prepare a construction phase plan.

### 1.34. Occupational Health and Health Surveillance

FGS Group recognise its duty to make arrangements for health surveillance to be conducted for some of the work activities undertaken by its employees.

We maintain the full collaboration and co-operation of all our employees who read and comply with the requirements in line with our procedure (FGSGROUP-HSE-PRO-006). Health surveillance is required for those employees using plant and equipment where potential problems may arise.

Surveillance will include but is not limited to HAVs, WBV, noise and any other health related risks.

### 1.35. Mental Health

FGS Group understands that good mental health is crucial to the wellbeing of our employees. As an employer we have taken steps to provide sufficient support for our employees, including:

- Management mental health awareness training to enable early identification of someone who potentially needs support.
- A number of trained mental health first aiders within our team.
- Mental health awareness posters on site showing current mental health awareness topics/initiatives.
- An employee assistance programme that our employees can speak to someone online or by phone.

We have also signed and follow the building mental health charter to show our commitment to supporting our employees.

## Section 4 – References

FGSGROUP-HSE-PRO-001 – Fire, Prevention and Evacuation Procedure.

FGSGROUP-HSE-PRO-002 – Hazard Identification, Risk – COSHH Assessment and Method Statement Procedure.

FGSGROUP-HSE-PRO-003 – Site Inspection Procedure.

FGSGROUP-HSE-PRO-004 – Accident and Incident Management Procedure.

FGSGROUP-HSE-PRO-005 – Hot Work Procedure.

FGSGROUP-HSE-PRO-006 – Occupational Health and Infection Control Procedure.

FGSGROUP-HSE-PRO-007 – Noise and Vibration Procedure.

FGSGROUP-HSE-PRO-008 – Plant and Machinery (Use and Maintenance) Procedure.

FGSGROUP-HSE-PRO-009 – Manual Handling Procedure.

FGSGROUP-HSE-PRO-011 – Personal Protective Equipment Including Respiratory Equipment Procedure.

FGSGROUP-HSE-PRO-012 – Lone Worker Procedure.

FGSGROUP-HSE-PRO-013 – Display Screen Equipment Procedure.

FGSGROUP-HSE-PRO-014 – Working with Electricity Procedure.

FGSGROUP-HSE-PRO-015 – Working at Height Procedure.

FGSGROUP-HSE-PRO-016 – PVI / Traffic Management Procedure.

FGSGROUP-HSE-PRO-017 – Working Around Asbestos Procedure.

FGSGROUP-HSE-PRO-019 – Working with Pressure Systems Procedure.

FGSGROUP-HSE-PRO-020 – First Aid at Work Procedure.

FGSGROUP-HSE-PRO-021 – Lock out Tag out (LOTO) Procedure.

FGSGROUP-HSE-PRO-022 – Workshop Service Pit Procedure.

FGSGROUP-HSE-PRO-023 Emergency Management Procedure.

FGSGROUP-HSE-PRO-024 Confined Space Procedure.

FGSGROUP-QUL-PRO-004 – Communications Procedure.

FGSGROUP-QUL-PRO-005 – Procurement Procedure.

FGSGROUP-HR-PRO-002 – Training Procedure.

FGSGROUP-QUL-POL-006 – Driving Policy.

FGSGROUP-HSE-POL-002 – Permit to Work Policy.

FGSGROUP-HSE-POL-004 – No Smoking Policy.

FGSGROUP-HSE-POL-005 – Alcohol, Drug and Substance Abuse Policy.