

## Health and Safety Policy Statement

Our aim at Swallowfield is to keep our employees, contractors and visitors free from harm whilst on our premises or on company business.

### We are committed to:

- Demonstrating an ongoing and determined commitment to improving health and safety at work throughout all our sites in Wellington, Bideford, Teddington, Tabor (Czech Republic), and offices in Paris and New York.
- Provide adequate control of the health and safety risks arising from our work activities.
- Consult with our employees on matters affecting their health and safety.
- Provide and maintain safe plant and equipment.
- Ensure safe handling and use of substances.
- Provide information, instruction and supervision for employees.
- Ensure all employees are competent to do their tasks and to give them adequate training.
- Prevent accidents and cases of work-related ill health.
- Maintain safe and healthy working conditions.
- Review and revise this policy as necessary at regular intervals.

### Responsibilities for all Employees

All employees have certain responsibilities with regards to Health and Safety. These include:

- To take care of their own Health and Safety and that of others who may be affected by their acts or omissions at work.
- To co-operate with their employer and to comply with any legal obligation and safety procedures.
- To use equipment and safety devices as provided and trained.
- To report dangerous and unsafe conditions.
- No person shall intentionally or recklessly interfere with or misuse anything in the interest of Health, Safety or Welfare.

If each and every one of us puts safety at the heart of everything we do, together we can keep our business running safely.

Chris How  
Chief Executive Officer  
Swallowfield plc



### Changes to Issue:

1. Sentence referring to demonstrating an ongoing and determined commitment to improving health and safety at work throughout all our sites in Wellington, Bideford, Teddington, Tabor (Czech Republic), and offices in Paris and New York added. 03/07/2017.