



## HEALTH AND SAFETY POLICY STATEMENT

**Simple Design Works** adopts a risk management approach to health and safety (H&S) ensuring that hazards arising from our work activities are identified and addressed as a part of 'business as usual'. In managing H&S, the Senior Management Team (SMT) will create a culture that ensures sound H&S management is afforded the same priority as other business objectives, and becomes an integral part of everything we do including:

- Allocating responsibilities for H&S to our employees, suppliers and business partners as appropriate.
- Providing an adequate budget and resources for H&S management.
- Monitoring, measuring, auditing and reporting on our H&S performance at least annually and more often where our processes change or when a dynamic need occurs.
- Leading from the top by demonstrating good H&S practice, performing regular safety tours to identify issues and ensure they are analysed and managed appropriately.
- Ensuring people are empowered to raise H&S concerns with the management team.

### Our commitment for a competent workforce

- Appoint competent H&S personnel and appropriate resources for deployment across the company. We will engage with our people and other stakeholders to ensure our activities and, where appropriate theirs, are compliant with our H&S vision and standards.
- Provide the necessary information, instruction, supervision and training that ensures people are given the resources to perform their job and tasks safely.
- Work with the support of external agencies and within our industry, to ensure our continued adoption of best-practice solutions in health and safety management is appropriate.

### Our commitment towards risk management

- Assess the risks associated to hazards and inform people of risks that affect their work. We commit to controlling and reducing the risk to an acceptable level to reduce the potential for incidents and accidents. This commitment is extended to external agencies.
- Develop a suite of policies that will be communicated and allow for procedures to be developed to help maintain good standards of health and safety.
- Devise an emergency action plan for our organisation.
- Implement health surveillance where relevant hazards are presented to the workforce to help prevent any work-related ill-health developing.

A handwritten signature in black ink, appearing to read 'K. Shivachev'.

Signed Kristo Shivachev, Managing Director

Dated 11 April 2022