

Sustainability and Health & Safety at Assura

Overview and principles

Assura is committed to integrating sustainability and health & safety best practice into all its business activities. The organisation accepts its responsibilities and recognises its obligation to reduce the impact of business activities on the environment and to address health and safety concerns. The organisation will achieve this through a policy of continual improvement in sustainable environmental and health and safety performance.

Obligations

Responsibilities of Senior Management:

- Understanding the Health and safety at Work Act and any other Acts, Legislation or Approved Codes of Practice that apply to us and ensuring these are observed.
- Initiating our Health and Safety Management System for the prevention of injury, damage and wastage.
- Carrying out an annual review of the Health and Safety Management System.
- Ensuring that the Business is supported and suitably advised on matters relating to Health and Safety.
- We develop and follow safe practices of work to ensure workplace safety and prevent injuries.
- We install, maintain, and monitor environmental controls to ensure that we meet our legal and regulatory obligations.
- We assess and mitigate the risks of all activities.
- Establish objectives and targets and measure performance against these.
- To manage our day-to-day operations on a sustainable basis and create a more sustainable future.

Responsibilities of Managers:

- To familiarise themselves with our Health and Safety Management System.
- Adopting best practice and assist, where possible, in developing innovative solutions to issues and problems facing our organisation, customers and suppliers.
- Leading periodic compliance reviews and take prompt corrective action where non-compliance is identified.
- Ensuring all employees are trained in all aspects of environmental and health and safety compliance and understand how to apply all relevant policies and procedures to their role.
- Completing accident reports for all accidents involving injury, damage or lost time. Reports to be completed as soon as possible.
- Referring all employees to access the Employee Assistance Programme to support their own health and wellbeing.
- Minimise the risk of pollution and environmental damage from incidents and emergencies.
- Consider sustainability in the procurement of goods and services.
- Provide suitable sustainability training for sustainable development to all employees.
- Develop and implement an Environmental Management System (EMS).

Responsibilities of Employees:

- Understand and fully comply with all policies, procedures and safe practices at work that are relevant to your role, ensuring that your knowledge and competence is maintained at all times.
- To identify and eliminate hazards whenever possible. Escalating concerns where it is not.
- Question unsafe or improper activities and stop work where necessary in order to address issues.
- Demonstrate and promote environmentally responsible behaviours throughout Assura.

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Policy scope

This document sets out the overarching principles of conduct and standards of work. It should be read in conjunction with the employee handbook and Assura's policies and procedures.

Compliance with this policy is a condition of employment at Assura. Failure can result in disciplinary action which may result in the termination of your employment.

Concerns should be escalated immediately. It is not necessary to know that a breach of our code or policies has occurred and concerns can be raised anonymously through any of the following channels:

- Head of Human Resources or Head of Legal
- Whistle Blowing hotline Expolink
- Next level of management
- Assura Board of Directors

Assura will fairly examine every concern through a robust and documented investigation process.

Other related matters

All records relating to this policy kept by HR in accordance with GDPR regulations and will be confidentially destroyed thereafter. This policy will be reviewed regularly to ensure that it continues to meet legislative requirements.

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