

## HEALTH AND SAFETY POLICY STATEMENT

Russell Finex Ltd (RFL) recognises its duty to comply with all Health and Safety legislation relevant to its business and premises. RFL is committed to providing, maintaining, and improving a healthy and safe environment for its employees, contractors, and visitors.

### RFL will, so far as is reasonably practicable:

- Provide resources to maintain health and safety.
- Carry out risk assessments and review them when necessary.
- Provide and maintain safe systems of work that are free from foreseeable risks to health.
- Operate within Health and Safety Approved Codes of Practice for the use, handling, storage and transport of articles and substances.
- Provide information, instruction, training and supervision to ensure employees can work without putting themselves or others at risk.
- Arrange for health surveillance, where required.
- Ensure that all items of plant, machinery and equipment are safe to use and kept maintained in a safe condition.
- Provide suitable and sufficient welfare facilities.
- Provide safe access and egress of the workplace and premises.
- Provide and maintain suitable arrangements for emergencies.
- Regularly monitor health and safety procedures and systems to maintain and improve performance.

### The duties of employees are so far as is reasonably practicable:

- Carry out their work in a safe way without putting themselves or others around them at risk.
- Co-operate with the company on matters concerning health and safety.
- Make use of safety equipment provided.
- Not to interfere with, misuse, wilfully damage or remove anything provided in the interests of health and safety.
- Report any unsafe conditions or faulty equipment including personal protective equipment.

### To ensure this policy remains effective, we will:

- Review it annually or more frequently should circumstance dictate.
- Inform relevant employees of change.
- Maintain procedures for communication and consultation with personnel on matters of health, safety, and welfare.

Signed:



Ray Singh  
Managing Director  
January 2022