

HEALTH, SAFETY & WELLBEING POLICY

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BOARD SIGN OFF STATUS	APPROVED

1. PURPOSE

The purpose of this document is to provide evidence that requirements under the Health and Safety Policy as required by Section 2 (3) of the Health and Safety at Work act 1974 (and any amended documents) are being adhered to.

The objective of this policy is to develop a set of processes that allows Loppingdale Plant Limited T/A LPL Construction Services to conduct its operations safely, protecting the health, safety and wellbeing of employees and all other persons who may be affected by them.

Additionally, to confirm that LPL Construction Services conducts its undertakings in such a manner to ensure so far as reasonably practicable, working environments which are safe and without risk to health.

This policy underlines our commitment to undertake our business in accordance with relevant regulations, wider policy and ethical standards, providing, so far as is reasonably practicable, a safe working environment for all and promoting positive mental wellbeing.

2. GENERAL STATEMENT

The health, safety and welfare of our employees are of fundamental importance to LPL Construction Services (hereinafter referred to as 'the company') and its directors and are essential to the efficient operation of our undertakings. The company will, so far as is

reasonably practicable, provide safe and healthy working conditions for employees and ensure that the conduct of their work does not endanger anyone else who may be affected.

The responsibility for health and safety at work rests upon all areas of management. The company will ensure that this policy is followed throughout the organisation. The company will take all reasonably practicable precautions to ensure the health, safety, and welfare of its employees by providing:

- A safe working environment by design, construction, operation and maintenance of all plant equipment and facilities.
- Safe systems of work.
- Adequate instruction, information, training, and supervision.
- Control of all situations likely to cause damage to property/ equipment or persons
- Control of all activities, which may have an adverse effect on the environment.
- Effective facilities for the treatment of injuries that occur at work.
- Adequate means and facilities for consultation between management and employees.

The company expects employees to conform to this policy and to comply with the relevant sections of the Health and Safety at Work act 1974 and to exercise all reasonable care for their own health and safety and that of others who may be affected by their acts and omissions. As such a copy of this document has been and will continue to be provided to employees.

The nominated SH&E Manager is responsible for the day-to-day direction, co-ordination and communication in all health and safety matters.

3. RESPONSIBILITIES

CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS 2015 (CDM 2015) – Requirements of LPL

- Meet the requirements of the Construction (Design and Management) Regulations 2015.
- Reduce risks and hazards on site during construction work through care and action at planning and design stage of the process.
- Ensure our designers and subcontractor supply chain are aware of their duties and responsibilities under the CDM Regulations 2015.
- Ensure that our designers and subcontractor supply chain are educated and trained in identifying hazards and taking appropriate action to remove, reduce or manage risks.
- Ensure the flow of information from our designers and subcontractor supply chain, transport partners and site teams are managed correctly so that they have the correct information for the safe installation of our works.
- Ensure that hazards are highlighted in a clear and easy to understand format.

- Ensure that senior managers attend CDM Courses to maintain understanding of requirements for compliance in the construction industry and impart knowledge to all personnel involved.

MANAGING DIRECTOR & BOARD of DIRECTORS

For the purposes of this document the principle describes the person in overall control of the company.

- The Managing Director has overall responsibility for the health and safety responsibilities of the company. They are responsible for ensuring that the health and safety policy is implemented, is effective and kept up to date.
- Health and safety arrangements are adequately resourced.
- They obtain competent health and safety advice.
- Risk assessments are carried out.
- Employees or their representatives are involved in decisions that affect their health and safety.
- Implement the principles of plan, do, check, and act regarding all matters of health and safety.

SAFETY, HEALTH & ENVIRONMENT MANAGER

- Health & Safety induction for all employees, sub-contractors & agency staff to be completed upon their commencement (or instruct trained manager to complete induction.)
- Monitor compliance with policies and laws by completing regular premises and site inspections, record any concerning findings and discuss with Directors.
- Oversee employees who are responsible for the test and inspection of works and measuring equipment.
- Ensuring the company's emergency arrangements are defined, maintained, tested, and communicated.
- Ensure all employees, subcontractors and agency workers own and are wearing the correct PPE on site whilst completing inspections.
- Complete necessary Risk Assessments and Method Statements including the evaluation of practices, procedures, and facilities to assess and mitigate risk and ensure adherence to the law. Advise all levels of management on potential hazards arising from new contracts before work starts on site including safety organisation arrangements and fire precautions.
- Keep up to date with recommended codes of practice, health, and safety literature and changes in legislation and communicate these updates.
- Keep the health & safety policies up to date. Prepare and enforce policies to establish a positive health and safety culture.
- Arrange training and medicals for the workforce and ensure all training is up to date on the training matrix.
- Conduct training and presentations on health and safety matters and accident prevention.

- Coaching managers to engage in sound working practices and identify areas of improvement within the company.
- Investigate and determine the cause of accidents or incidents. Report accordingly and make recommendations to prevent recurrence.
- Complete pre-qualification questionnaires.
- Ensure the company is compliant with waste management obligations & regulations.
- Maintenance of Business Management Systems.
- Review subcontractor pre-qualification questionnaires.
- Maintain health & safety certifications.

MANAGEMENT TEAMS

- Ensure that all staff are adequately trained in the use of equipment which will be operated by them and prevent untrained staff from carrying out tasks for which they are not trained.
- Develop safe systems of work that include method statements and task specific risk assessments and brief to works teams
- By regular inspection be sure that all machinery, access equipment, hazardous substances, and materials are adequately stored, serviced, and secured to ensure the safety of employees and other personnel.
- Being aware and making others aware of safe access and egress from site and always ensuring that such passage/area is kept clear and free from obstructions in case of an emergency.
- Making sure where applicable that fire precautionary equipment is stored, serviced and in an accessible area and is fully trained in its use together with at least one other employee on site.
- Report all accidents no matter how minor and ensure they are properly recorded.
- Make sure that all staff under their supervision wear the required safety equipment and make proper use of safety equipment in accordance with safe systems of work and task specific risk assessments.
- Report any H&S concerns at the earliest opportunity to SH&E Manager
- Cooperate fully with the direction provided by the board, adhere to company policy, processes, and procedures always
- Act in a manner that always considers ethical and regulatory compliance.

EMPLOYEES AND OPERATIVES

- Must co-operate with management to do all in their power to prevent accidents to themselves and to others as is required of them by health and safety legislation, company policy or procedure.
- Do not undertake a task for which they have not been adequately trained, and do not ask another staff member to do the same.
- Wear protective equipment as detailed in the safe systems of work

- Look after all safety equipment provided to them and report any damage.
- Be proactive in suggesting ways to improve conditions and point out hazards to management and other employees.
- Immediately report to a supervisor any accidents sustained whilst working and follow the instructions of the supervisor in the treatment of the injury.
- Report any unsafe acts or near misses to the management team

ALL EMPLOYEES

All employees, regardless of their position or job title, must comply with health and safety legislation. They must make themselves aware of the requirements of health and safety legislation and use their very best endeavours to ensure that the health and safety of themselves and all others is always, protected, and where necessary take appropriate steps to correct any inconsistencies and report any misdemeanours to supervising staff or staff members directly responsible for the health and safety of the company.

It should be clearly understood that whilst an employee may delegate a duty (e.g. Maintaining records) they remain responsible for ensuring that it is carried out. To enable this policy to be fully effective the support of all employees is essential.

4. ARRANGEMENTS

DUTIES OF THE PRINCIPAL CONTRACTOR – REGULATIONS 13 AND 14, CDM 2015

The principal contractor must plan, manage and monitor the construction phase and coordinate matters relating to health and safety during the construction phase to ensure that, so far as is reasonably practicable, construction work is carried out without risks to health or safety.

The principal contractor must–

- (a) organise cooperation between contractors (including successive contractors on the same construction site);
- (b) coordinate implementation by the contractors of applicable legal requirements for health and safety; and
- (c) ensure that employers and, if necessary for the protection of workers, self-employed persons–
 - (i) apply the general principles of prevention in a consistent manner, and in particular when complying with the provisions of Part 4; and
 - (ii) where required, follow the construction phase plan.
- The principal contractor must ensure that–
 - (a) a suitable site induction is provided;
 - (b) the necessary steps are taken to prevent access by unauthorised persons to the construction site; and
 - (c) facilities that comply with the requirements of Schedule 2 are provided throughout the construction phase.
- The principal contractor must liaise with the principal designer for the duration of the principal designer's appointment and share with the principal designer

information relevant to the planning, management and monitoring of the pre-construction phase and the coordination of health and safety matters during the pre-construction phase.

- The principal contractor must–
 - (a) make and maintain arrangements which will enable the principal contractor and workers engaged in construction work to cooperate effectively in developing, promoting and checking the effectiveness of measures to ensure the health, safety and welfare of the workers;
 - (b) consult those workers or their representatives in good time on matters connected with the project which may affect their health, safety or welfare, in so far as they or their representatives have not been similarly consulted by their employer;
 - (c) ensure that those workers or their representatives can inspect and take copies of any information which the principal contractor has, or which these Regulations require to be provided to the principal contractor, which relate to the health, safety or welfare of workers at the site, except any information–
 - (i) the disclosure of which would be against the interests of national security;
 - (ii) which the principal contractor could not disclose without contravening a prohibition imposed by or under an enactment;
 - (iii) relating specifically to an individual, unless that individual has consented to its being disclosed;
 - (iv) the disclosure of which would, for reasons other than its effect on health, safety or welfare at work, cause substantial injury to the principal contractor's undertaking or, where the information was supplied to the principal contractor by another person, to the undertaking of that other person;
 - (v) obtained by the principal contractor for the purpose of bringing, prosecuting or defending any legal proceedings.

DUTIES OF THE CONTRACTOR – REGULATION 15, CDM 2015

Duties of the Contractor

- A contractor must not carry out construction work in relation to a project unless satisfied that the client is aware of the duties owed by the client under these Regulations.
- A contractor must plan, manage and monitor construction work carried out either by the contractor or by workers under the contractor's control, to ensure that, so far as is reasonably practicable, it is carried out without risks to health and safety.
- Where there is more than one contractor working on a project, a contractor must comply with–
 - (a) any directions given by the principal designer or the principal contractor; and
 - (b) the parts of the construction phase plan that are relevant to that contractor's work on the project.
- If there is only one contractor working on the project, the contractor must take account of the general principles of prevention when–

(a) design, technical and organisational aspects are being decided in order to plan the various items or stages of work which are to take place simultaneously or in succession; and

(b) estimating the period of time required to complete the work or work stages.

- If there is only one contractor working on the project, the contractor must draw up a construction phase plan or make arrangements for a construction phase plan to be drawn up, as soon as is practicable prior to setting up a construction site.
- The construction phase plan must fulfil the requirements of regulation 12(2).
- A contractor must not employ or appoint a person to work on a construction site unless that person has, or is in the process of obtaining, the necessary skills, knowledge, training and experience to carry out the tasks allocated to that person in a manner that secures the health and safety of any person working on the construction site.
- A contractor must provide each worker under their control with appropriate supervision, instructions and information so that construction work can be carried out, so far as is reasonably practicable, without risks to health and safety.
- The information provided must include–
 - (a) a suitable site induction, where not already provided by the principal contractor;
 - (b) the procedures to be followed in the event of serious and imminent danger to health and safety;
 - (c) information on risks to health and safety–
 - (i) identified by the risk assessment under regulation 3 of the Management Regulations; or
 - (ii) arising out of the conduct of another contractor's undertaking and of which the contractor in control of the worker ought reasonably to be aware; and
 - (d) any other information necessary to enable the worker to comply with the relevant statutory provisions.
- A contractor must not begin work on a construction site unless reasonable steps have been taken to prevent access by unauthorised persons to that site.
- A Contractor must ensure, so far as is reasonably practicable, that the requirements of Schedule 2 are complied with so far as they affect the contractor or any worker under that contractor's control.

STAFF CONSULTATION

LPL plan to meet its duties under the Safety Representatives and Safety Committee Regulations 1977 and the Health and Safety (Consultation with Employees) Regulations 1996.

We will communicate and consult with all employees via emails, site briefing, toolbox talks, weekly staff meetings and annual standdown days. These briefings will cover, but not limited to the following issues;

- Content of Policy
- Any rules specific to a site or project

- Changes in legislation or working practices
- Planning of H&S training
- Introduction or alteration of new work equipment or technology

INVESTIGATING ACCIDENTS AND INCIDENTS

- Incidents and accidents are to be recorded and retained in accordance with the UKGDPR regulations. Accidents and Incidents must be reported to the site supervisor/line manager. All accidents must be recorded in accordance with 7.5.1 Accident & Incident Reporting
- Accidents must be reported to the H&S manager as soon as possible after the incident.
- Ensure all information is written down correctly and information is gathered at the earliest opportunity
- Employee consultation and support functions are in place to look after all from a wellbeing perspective.
- Monitor and review – review and act on the results of investigations to prevent recurrence.
- Investigating near misses – trend analysis and hazard spotting
- LPL will ensure it complies with Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 by reporting the following incidents
 - Deaths
 - Specified Injuries
 - Injuries which have caused over 7 days incapacitation (not counting day of injury)
 - Occupational diseases
 - Industrial Disease
- The H&S Mgr will be responsible for forwarding notifications from enforcing authorities via
 - The web <https://www.hse.gov.uk/riddor/report.htm>
 - Telephone 0345 300 9923 opening time Monday to Friday 8.30am-5pm
 - It is the responsibility of the Health and Safety Manager to ensure LPL understand
 - Root cause to stop recurrence
 - Gather information for use in criminal or civil proceedings
 - Confirm or refute a claim for industrial benefit
 - Prepare a notification to the H&S Executive.

INFORMATION, INSTRUCTION, TRAINING AND MONITORING OF;

- Safety Training: Safety is our priority in construction. We will ensure that all employees, including new recruits, receive extensive safety training. This will cover

areas such as fall protection, hazard communication, equipment handling, and emergency response procedures.

- New starters will receive training during company induction on health and Safety awareness, client specific induction requirements i.e. fire and the LPL BMS and including its policies and procedures. Copy of the LPL Employee Handbook will be issued via Breathe.
- Job-specific Training: We will provide comprehensive training to all employees based on their specific roles and responsibilities. This will include training for employees who change position/work activity or responsibility.
- Construction Activities; LPL will provide training for work with hazardous substances (COSHH), use of PPE, manual handling and working at height.
- Technical Training: As technology continues to evolve, it is crucial to keep employees updated with the latest tools and software used in the construction industry.
- Compliance Training: Familiarise employees with the various regulations and compliance requirements related to company policy, process, regulation, and ethical standards.
- Continual Professional Development (CPD); LPL will ensure that continual development and refresher training is undertaken to ensure all our employees are up to date with legislation and best practice.
- Continuing Education: Encourage employees to participate in seminars, workshops, and industry conferences to further their knowledge and skills.
- Communication and Information Sharing: Establish clear communication channels within the company to ensure that information, instructions, and updates reach all employees. The Company will inform and consult with all employees about health & safety matters that affect them.
- Mentoring: Promote a culture of continuous learning by implementing mentoring where experienced employees can guide and mentor newer team members.
- Evaluating and Updating Training Programs: Regularly assess the effectiveness of your training programs through feedback, and employee performance evaluation. Use this data to continuously improve and update your training materials and strategies.
- All training records will be formally recorded on the training matrix and copy held on file.

WORK EQUIPMENT PROVISION & SAFETY

- Provision and use of equipment will be in accordance with PUWER Regulations 1998.
- Provision of work equipment and associated training will be provided to all employees where required. No employee will be expected to use equipment without adequate training.
- The Health & Safety Manager will check that new equipment meets current health and safety standards before it is purchased and is responsible for ensuring that

employees are given adequate information, instruction and training in relation to the use of plant / equipment.

- LPL Construction are also responsible for ensuring that records of any information, instruction and training are kept and maintained where necessary.
- Where appropriate portable appliance testing will be carried out at an appropriate schedule.
- No employee will knowingly misuse work equipment or remove any safety measures that are in place to minimise risk.
- Frequency of maintenance and inspection will be based on manufactures guidance or industry best practice. All inspections to be formally recorded with a copy on file.
- The use of mechanical equipment, such as Cherry Pickers, Excavator etc. in any process of work shall be operated by competent and qualified individuals with fully certified equipment.
- All employees will be expected to use equipment in the process of their work i.e. ladders and step ladders for short durations, suitable respiratory equipment and access equipment. This equipment will be provided by LPL Construction, who will provide adequate information, supervision, training and instruction as required.
- If any faults or damage are found on any equipment, stop using and report it to your supervisor

FIRE PRECAUTIONS

- Take such general fire precautions that as will ensure, so far as reasonably practicable, the safety of any of their employees and in relation to those who are not their employees, take such precautions that may be reasonably required to ensure that the premises are safe
- Ensure that adequate fire safety equipment is on site and tested at least annually and inspected at appropriate intervals
- Provide training in the proper handling and use of firefighting equipment in the event of a fire.
- Conduct fire risk assessments for all business facilities and site establishments and ensure these are reviewed at least every 12 months or when there is a fundamental change to the original plan.
- The principles of fire prevention must be applied to all areas of the business including construction sites where LPL Construction Services are acting as Principal Contractors as prescribed by the Construction Design & Management Regulations 2015.
- In the event of a fire call 999 or if working on Airport the CCC on 222

HEALTH AND WELFARE FACILITIES

- Ensure welfare provisions are established in accordance with Schedule 2, Parts 1, 2, 3, 4 & 5 of the Construction Design & Management Regulations 2015.

- LPL will ensure all staff have access to adequate welfare facilities. At a minimum toilet with washing facilities and a rest area.
- LPL will always work with our client or principal contractor closely; In some instances this might be their welfare facilities.
- When working as Principal Contractor we will ensure adequate welfare facilities in line with Schedule 2 of the CDM Regulations 2015, by ensuring they are available from the start of the construction phase.

FIRST AID

- LPL will ensure that a suitable number of trained persons are nominated by the company to deal with all incidents and that they adequately report and record them.
- LPL will have first aid provision available at every place of work occupied by LPL.
- First aid boxes can be obtained from the stores at LPL head office.
- All sites will have a first aid poster nominating the project contact. This training is regularly reviewed and checked by training coordinator and saved on the training matrix.
- The Operations Manager will ensure all projects have a first aider on site.

PROTECTIVE EQUIPMENT

- The company will supply protective equipment, free of charge including personal protective equipment (PPE) for all employees where required to ensure the safe delivery of the work.
- All safety equipment & PPE provided by the company will comply with applicable British Safety Standards.
- Any PPE provided will be suitable for the task and compatible with other PPE in use.
- Information, instruction and training will be provided as required to ensure the correct use, storage and maintenance of any safety equipment or PPE provided.
- A written record of what PPE has been issued will be kept on file.
- Employees have a legal duty to wear their PPE as specified in the relevant site rules, risk assessment and method statements.

CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH (COSHH)

- All hazardous substances must have a Safety Data Sheet (SDS) and an appropriate risk assessment undertaken by the Site Manager, in line with the COSHH Regulations 2002.
- COSHH assessment records must be kept / maintained and explained to employees where necessary. Prevention and control of exposure to substances hazardous to health must fully consider the requirements of the Control of substances Hazardous to Health Regulations 2002.
- Training will be provided to all staff required to use hazardous substances to carry out their daily duties.

- COSHH assessment to be developed and briefed to all staff and integrated into the task specific safe system of work, including storage, PPE, exposure and emergency actions.
- Wherever possible, hazardous substances will be substituted for less harmful products to reduce the risks associated with the material in use.
- Maintain, review and testing of control measures to ensure continued adherence to COSHH assessments.
- An inventory of all substances to be held at head office.

NOISE

- The requirements of the Control of Noise at Work Regulations 2005 will always be adhered to.
 - Assessment
 - Eliminate or control of exposure
 - Hearing protection
 - Maintenance and use of equipment
 - Health surveillance when required
 - Information, instruction, and training
- Where noisy works are unavoidable, work will be assessed and control measures implemented, these might include PPE, sound screens, intermittent working, or sound level recording.
- Warning notices will be displayed to inform employees affected by high noise levels that they must wear suitable hearing protection.

RECORDS

- Copies, either electronic or hard copy, are kept in accordance with the Companies Retention Schedule (7.5 Document Retention Register V4).

DISPLAY SCREEN EQUIPMENT

This section of the H&S policy applies to all employees who use DSE as part of their regular work activities, including computer monitors, laptops, tablets, and other similar devices.

Responsibilities – Employers:

- Provide suitable and ergonomic DSE that meets relevant safety standards.
- Ensure that employees receive proper training on correct DSE usage and workstation setup.
- Conduct DSE assessments at regular intervals.
- Take appropriate actions to address any identified risks or issues.
- Provide access to relevant guidelines and resources regarding DSE use.

Employees:

- Familiarise themselves with and adhere to the policies and procedures outlined in this section.

- Use DSE responsibly and in accordance with the provided training.
- Report any discomfort, pain, or issues related to DSE use promptly to their supervisor or the designated health and safety representative.
- Cooperate with any assessments or risk mitigation measures related to DSE use.

DSE Usage Guidelines, Workstation Setup, Breaks and Rest Periods, Software and Display Settings, and DSE Assessments (initial, regular re-assessment and individual) are applied to ensure workstations meet ergonomic requirements and that risks are identified and mitigated, including promotion of the 20-20-20 rule and provision of ergonomic chairs, keyboards and mice to minimise the risk of musculoskeletal disorders. This policy will be reviewed periodically to ensure its effectiveness and compliance with the changing legal requirements and best practices.

5. SAFE WORKING METHODS

ASBESTOS

Asbestos (ACM) found on site will be managed by LPL Construction Services through a systematic and comprehensive approach. LPL will conduct thorough inspections and assessments to identify any ACM present on the site. Once identified, LPL will develop appropriate management plans for the safe handling, removal, and disposal of the ACM. This will include complying with all relevant regulations and guidelines, ensuring the safety of workers, and minimizing the risk of asbestos exposure to all on-site personnel and the surrounding environment. LPL will prioritise communication and coordination with stakeholders, providing regular updates and implementing necessary measures to mitigate any potential risks associated with the presence of asbestos. Overall, LPL Construction Services is committed to maintaining a safe and compliant environment when it comes to managing asbestos-related matters on site.

WORKING AT HEIGHT

Works at height continue to be a major hazard for those working in the construction sector. Fatalities in the sector represent 30% of all workplace fatalities. Considering these factors, LPL Construction Services will undertake the following to help mitigate/ reduce the risks associated with such working: rigorous training and certification; comprehensive risk assessment (evaluating structural integrity, material load capacity, and the stability of access points); embracing advanced equipment and technology (harnesses, safety nets, fall protection equipment and height access equipment); strict compliance with all applicable regulations and codes concerning working at height, roof access and fragile roof structures; and encouraging open communication and a safety culture.

MANUAL HANDLING

- Any work involving manual handling will be subject to a task specific risk assessment carried out by a trained competent person.
- Where possible any manual handling will be avoided, and mechanical equipment used as appropriate.
- All staff will be given practical training and records retained.
- Regular communication and feedback channels are established to encourage workers to report any concerns or issues related to their manual handling activities.

- Supervisors and safety officers conduct regular inspections to ensure adherence to safety protocols and identify areas for improvement. Ideas such as; reducing weights, reducing frequency, additional manpower, provision of suitable equipment to assist operation, and selection of the person will be task based.

RISK ASSESSMENTS

- Risk assessments will be undertaken for all work activities and systems and reviewed at least annually.
- Site Manager is responsible for completing the Risk Assessment and made available to all staff. If you feel improvement could be made or changes are needed please speak to your project Site Manager.
- The results of these risk assessments will be recorded in writing, safety procedures produced and implemented to ensure adequate levels of health safety and welfare.
- Risk assessments are to be reviewed continuously and if working habits or conditions change to ensure that they are still appropriate to the tasks covered. This will include when a new member of staff joins, new equipment is installed, when a new system of work is set up or when the business or organisation changes.
- The Health & Safety Manager is responsible for ensuring all risk assessments, as required by the Management of Health and Safety at Work Regulations 1999, are suitable and sufficient.
- Method statements will be required to complete work activities. These must align to the Risk Assessment.

SAFE SYSTEMS OF WORK (SSoW)

LPL Construction Services is committed to ensuring the safety and well-being of all individuals involved in their projects. To achieve this, we have developed robust, safe systems of work (SSoW) that are designed to minimise risks and hazards across all activities. A Method Statement is a detailed document that outlines the step-by-step procedure for carrying out a particular task. In addition to Method Statements, LPL conducts general risk assessments, task-specific risk assessments, and dynamic or point of work (POWRA) risk assessments. LPL involves their entire workforce in this process, provides comprehensive training programs (safety inductions, toolbox talks and specific training courses), and maintains regular monitoring and auditing of the SSoW.

6. HEALTH & WELLBEING

The wellbeing arrangements in this section describe the support the company chooses to make available and the reasonable steps it takes to promote employee wellbeing. They are intended as guidance for employees and managers, do not form part of any contract of employment and do not create duties or entitlements beyond those owed under health and safety law. These arrangements may be amended from time to time. Support is provided on a signposting basis and engagement with external services such as the Lighthouse Club or an employee's own GP is voluntary and confidential.

FATIGUE MANAGEMENT

Fatigue has been identified as a factor in accidents and incidents which can lead to reduced vigilance and alertness, increase errors, impair decision making and deterioration in mood and motivation. LPL Construction recognise that there are human performance risks from fatigue which may cause accidents and that fatigue cannot be overcome by an individual making more effort. LPL Construction will take reasonable steps to ensure that all employees and subcontractors are aware of the risks surrounding fatigue and our company process for the management of these risks. The team at LPL will manage fatigue related risk through the fatigue risk assessment and the weekly team allocation meeting. We are committed to planning and implementing suitable working patterns, collecting, and reviewing the associated data in accordance with our Fatigue Management Procedure.

We will encourage individuals to:

- Make appropriate use of down time in the working pattern to obtain sufficient sleep to carry out their work safely, including taking future duty times into account when planning their off duty lives
- Take reasonable steps to ensure that their sleeping environment, nutrition, use of caffeine, alcohol, drugs and medications, and their travel arrangements do not adversely affect their ability to carry out their duties safely
- Inform their line manager as soon as possible if they believe that they or a colleague are, or are likely to become, too tired to carry out their duties safely
- Declare any second job which could reasonably be expected to adversely affect their level of fatigue and their consequent ability to carry out their duties safely
- Inform their line manager if they become aware that they may have a condition such as a sleep disorder which could make them more liable to potentially dangerous levels of fatigue at work
- Report any other concerns they may have regarding risks from fatigue

STRESS AND MENTAL HEALTH

At LPL Construction Services, we believe in creating a healthy and supportive work environment for our employees. We recognise the importance of mental and emotional well-being, and we are committed to taking reasonable steps to reduce workplace stressors and to promote positive mental health at work.

- Mental Health Awareness and Education: regular mental health awareness programs and training sessions conducted by individuals trained in mental health awareness.
- Open Communication and Support Systems: managers and supervisors will receive awareness training to help them recognise possible signs of mental ill health and to signpost employees to appropriate support, either through our charity partner, the Lighthouse Club, or through our trained mental health first aiders.
- Stress Management Programs: stress management programs (mindfulness exercises, relaxation techniques, and stress reduction strategies) available free of charge through our affiliation with the Lighthouse Club Charity.

- Flexible Work Arrangements: where feasible and in accordance with the Flexible Working Policy, flexible working hours or remote work options to minimise stress levels.
- Employee Assistance Program (EAP): confidential counselling services available through the Lighthouse Club construction charity, free for all employees.
- Workload Management: managers and supervisors will monitor workloads and take reasonable steps to keep them manageable and realistic. Employees should raise any workload concerns with their line manager at the earliest opportunity.
- Encouraging self-care, challenging stigma and discrimination, and reviewing and evaluating the effectiveness of these arrangements.

Employees are also free to seek help themselves from their own doctor or counsellor. However, please note that if you do not tell the Company you are suffering from stress, are unable to cope or if we are unaware that you have a particular problem or vulnerability, we will not be able to help you.

JUST CULTURE & BEHAVIOURAL SAFETY

At LPL Construction Services, we are committed to implementing a behavioral safety management system that prioritises the well-being and safety of our employees. To achieve this, we have integrated the Just Culture approach into our Business Management System, which is certified to ISO9001, 14001, and 45001. This ensures that all individuals are treated fairly and in accordance with our Health and Safety Policy and Integrated HSEQ Policies. We have made our policies and procedures readily available on our website (lplconstrucon.com). Each policy, procedure, document, and form are designed with certain key principles in mind:

- Open, fair, and Just Culture: we promote an environment where individuals are encouraged to report safety concerns without fear of reprisal, fostering accountability and trust.
- Learning culture: we support our workforce through training programs and competency checks, continuously enhancing their skills and knowledge to ensure safe practices.
- Safe systems of work: we create comprehensive risk and method statements to develop safe protocols and procedures, minimizing potential hazards on our construction sites.
- Innovation and continuous improvement: we value the expertise gained from previous projects and encourage creative problem-solving and innovative approaches to enhance safety.
- Reporting and prompt action: we promote a culture of reporting occurrences, and we take prompt action to address any issues to support our diligent and hard-working teams.

7. AUDITS AND REVIEWS

- LPL is certified to ISO 9001, 14001 and 45001. The company carries out regular inspections and audits to ensure a consistent level of high performance and is

annually audited by external organisations to ensure compliance with the relevant awarding bodies. multiple 3rd party.

- LPL will review and where appropriate update all policies and procedures annually. All policies and procedures will be updated in response to changes in legislation and best practice when needed.
- The Compliance Director will ensure that all policies and procedures meet legal and LPL requirements.