

HEALTH AND SAFETY POLICY

(SBL-POL-001)

Simpson Booth recognises that the promotion of health and safety measures, as a mutual objective for management and Employees at all levels, is imperative to the wellbeing of its Employees and critical to the company's business success.

Simpson Booth's scope of service includes:

"Executive search, permanent placement and temporary/contractor recruitment as well as the provision of complete HR and recruitment outsourcing solutions for a range of industries."

The company recognises and accepts its responsibilities to ensure all aspects of its operations are executed in a safe incident free environment.

In meeting its commitment, Simpson Booth recognises and fully accepts the statutory industry and legislative obligations placed upon it and endeavours to continuously exceed the requirements, thus ensuring compliance with their intent.

All Simpson Booth personnel have a collective responsibility to create and maintain a safe working environment. The goal is simply stated:

"To prevent accidents or harm to individuals and limit our environmental impact"

No phases of Simpson Booth's services or administration are considered more important than the provision of a safe working environment for personnel and those who may be affected by our actions. With respect to health and safety Simpson Booth will ensure that we:

- ✓ Implement a Health and Safety Management System which is structured to the requirements of OHSAS 18001;2007 with defined accountability to individuals for compliance.
- ✓ Implement and maintain a positive and proactive health and safety culture that pervades the organisation.
- ✓ Provide suitable and sufficient training and instruction to support safe execution of all tasks.
- ✓ Comply with statutory, regulatory and industry standards and requirements.
- ✓ Apply appropriate arrangements designed to protect the health, safety and wellbeing of our personnel and those affected by our activities.
- ✓ Complete robust Risk and Hazard Assessments.
- ✓ Pursue continuous improvement in health and safety performance by establishing and communicating realistic objectives for health and safety performance.

It is Simpson Booth's expectation that all personnel will embrace and accept personal responsibility for their safety and promote safe working practices, safety must always be considered the highest priority. The effectiveness of this policy will be reviewed and revised on an ongoing basis.

R. Stewart, Managing Director
29th January 2018