

KFIM Health & Safety Policy

Our Approach

KFIM take steps to ensure that its statutory duties are met at all times in accordance with the Health and Safety at Work Act 1974 which states that employers have a duty to protect staff and that staff have a responsibility to look after themselves and others. The Company is committed to ensuring the Health, Safety and Welfare of its employees in line with the United Nations Sustainability Development Goal 3 (Good Health and Wellbeing).

The Company will do all that is reasonably practicable to identify hazards to Health and Safety, and to remedy any such hazards, in order to minimize the number of incidents of individuals facing ill health.

Every line manager has the responsibility to ensure that the operation of their area does not constitute a hazard to Health and Safety and in particular that KFIM's Health and Safety and related procedures are implemented and understood by all staff who report to them.

Managers Must:

- ◆ Ensure that the KFIM Health and Safety representative is informed about all new employees, and ensure that the Company Health and Safety procedures are explained to new employees.
- ◆ Ensure that new employees, are fully aware of escape routes available and are instructed in the Corporate Fire and Evacuation procedures.
- ◆ Ensure that the KFIM Health and Safety representative has conducted risk assessments within their own areas, recording the results in writing and taking action to eliminate or reduce risk. These reports are maintained centrally by the KFIM Health and Safety representative.

Employees

Employees should notify their Line Manager or the Health and Safety representative of any hazard to Health and Safety which they notice, and of any suggestions they wish to make regarding Health and Safety. Under the safety at Work Act 1974, all employees must:

- ◆ Take reasonable care of the Health and Safety of themselves and other people who may be affected by their acts.
- ◆ Co-operate with the Company in actions and procedures to comply with the legislation.
- ◆ Use correctly all work items provided in the interests of Health, Safety and Welfare.
- ◆ Not interfere with or misuse anything provided in the interests of Health, Safety and Welfare.

**Building
together**

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Governance

The KFIM Executive Committee is responsible for ensuring that our Health & Safety policy is adhered to and that measures are taken to meet the standards set. Recommendations for improvement are made as necessary and circulated to appropriate personnel. The policy undergoes annual review by the KFIM Board to ensure alignment with best practices and continued progress towards our environmental goals.

Prepared: May 2024 (Updated December 2024)
Signed: Matthew McDonald
Position: Chief Executive Officer
Review Date: December 2025