Health and Safety Policy

Kite Packaging Limited ("the Company") is committed to providing a healthy and safe working environment. Employees have a statutory duty to take care of their own health and safety and that of others who may be affected by their acts or omissions, and to cooperate with the Company in fulfilling its health and safety obligations.

The Company is committed to, so far as is reasonably practicable:

- Ensure adequate resources are available to effectively manage health and safety.
- Provide suitable information, instruction, training, supervision, and resources to enable employees to work safely.
- Provide and maintain safe premises, plant, equipment, welfare facilities, systems of work, and safe access and egress.
- Conduct and regularly review risk assessments in consultation with employees to identify, assess risks, and implement appropriate controls.
- Comply with all applicable health and safety legislation and other relevant requirements.
- Ensure arrangements are in place for the safe use, handling, storage and transport of articles and substances, without risks to health.
- Consult with employees and encourage participation in health and safety matters, including the reporting of hazards, near misses, incidents, and concerns without fear of reprisal.
- Investigate incidents and take appropriate action to prevent recurrence.
- Establish, maintain, and periodically review emergency arrangements and procedures.
- Continually improve the effectiveness of our health and safety management system.

All employees have a legal duty to:

- Take reasonable care of their own health and safety and that of others.
- Co-operate with the Company's health and safety arrangements.
- Follow all health and safety procedures, instructions, and training.
- Use equipment and personal protective equipment correctly.
- Report hazards, incidents, near-misses, and health and safety concerns to their manager.
- Not interfere with or misuse anything provided in the interests of health, safety, or welfare.

The attention of all employees is drawn to the Health and Safety Law poster which is displayed at their site. This poster outlines the law, the Company's legal duties, and the employee's legal duties.

Day-to-day responsibility for implementing this policy is delegated to the Compliance Officer and relevant Managing Partner, supported by managers and supervisors throughout the business. Overall responsibility for health and safety is that of the Company Managing Director.

All personnel are required to understand and comply with the requirements of this policy. This policy does not form part of your contract of employment, and we reserve the right to amend or withdraw it at any time. This policy is regularly reviewed to ensure its suitability and effectiveness.

Failure to comply with this policy may be treated as misconduct and dealt with under the Company's disciplinary procedure. This policy is referenced in the Employee Handbook and is available on the Company intranet (Kite connect).

Gavin Ashe
Managing Director