

TBO TEK Limited Health & Safety Policy

TBO is committed to ensuring the health, safety, and welfare of all employees, contractors, visitors, and others who may be affected by our operations. We aim to provide a safe and healthy working environment and to prevent accidents, injuries, and illness through continuous improvement and compliance with relevant legislation.

1. RESPONSIBILITIES

1.1 Employer Responsibilities

The Company will:

- Comply with all applicable health and safety legislations.
- Provide and maintain safe work environments.
- Ensure safe systems of work are in place.
- Conduct risk assessments and implement appropriate control measures.
- Provide information, instruction, training, and supervision.
- Ensure the safe use, handling, and storage of substances.
- Review and update this policy annually or as necessary.

1.2 EMPLOYEE RESPONSIBILITIES

All employees must:

- Take reasonable care for their own health and safety and that of others.
- Cooperate with management in fulfilling health and safety obligations.
- Use equipment and protective devices correctly.
- Report hazards, accidents, and near misses promptly.
- Avoid engaging in any conduct that may put themselves or others at risk.

The CHRO shall proactively identify, assess, and control health and safety risks throughout TBO Tek's business operations. CHRO shall ensure appropriate measures to prevent and mitigate health & safety- related risks.

3. TRAINING

Employees will receive adequate training to perform their work safely and competently. Specialized training will be provided where specific risks or equipment are involved.

4. CONSULTATION

We value employee input on health and safety matters. Employees will be consulted directly or via elected representatives on significant changes affecting workplace safety.

5. EMERGENCY PROCEDURES

The company has clear emergency procedures in place, including evacuation plans, fire drills, and first-aid provisions. All employees must familiarize themselves with these procedures.

6. MONITORING AND REVIEW

Health and safety performance will be monitored through inspections, audits, and incident reports. This policy will be reviewed annually or following significant changes in operations or legislation.

----XXXX----