

P R OFFSHORE SERVICES LTD

HEALTH & SAFETY POLICY

1. INTRODUCTION

- 1.1 This statement is issued in accordance with the terms of Section 2 (3) of the Health & Safety at Work Act 1974.
- 1.2 It is the Company's policy and objective to ensure, by all reasonably practicable means within its power, that employees are not exposed to unnecessary risk of injury or occupational ill-health.
- 1.3 It is the Company's view that most accidents involving injuries to persons or damage to property, plant or equipment, can be avoided by the exercise of reasonable standards of care on all sides. It is considered harmful affects in personal and productive terms, can, and should be, minimised by means of full co-operation between Management and Employees.
- 1.4 For its part, the Company will seek to promote these objectives by such measures as may be appropriate, with a view to ensuring that there is minimal risk or injury or ill-health to individuals in the course of their employment and minimal risk of damage to property, plant or equipment.
- 1.5 On the basis that the furtherance of occupational safety and health involves a general responsibility, the Company calls upon all employees/contractors to co-operate in securing the objectives outlined in this statement by taking proper care to avoid acts or omissions which might endanger their own safety and health, place their fellow-employees in jeopardy, or cause damage to property plant or equipment.

2. RESPONSIBILITIES

2.1 Managing Director

The ultimate responsibility for the implementation of the Health and Safety Policy, lies with the Managing Director who is located at The Street, Blundeston, Suffolk.

2.2 Offshore Supervisors

While it is reasonable, in the circumstances of the Company, that the main emphasis of Health and Safety Policy and arrangements should be directed towards the client's terms and conditions, the same basic concepts and factors are of general application to all spheres of activity. The principles and procedures described should be taken to apply to supervisory staff in all areas of the Company's business to extent to which this is appropriate.

Supervisors are expected to take all reasonably practicable steps to minimise the risk of occupational ill-health and accidents which may result in personal injury or damage to property, plant and equipment. They should therefore devote particular and constant attention to the following matters.

- a) Observation of any specific legal requirements under the Factories Act 1961, the Offices, Shops and Railways Premises Act 1963, the Health and Safety at Work Act etc, 1974, any related Regulations or Orders made under the above or any other allied legislation, e.g.
 - Woodworker Machines Act 1974
 - Abrasive Wheels Regulations
- b) Maintenance of safe systems and conditions of work.
- c) Avoidance of conditions or practices involving health hazards.
- d) Compliance with any Codes of Practice, Rules or Procedures adopted by the Company in relation to health and safety.
- e) Promotion of 'good housekeeping' and safe storage and transport of articles and substances.
- f) Encouragement of safe working practices by employees under their jurisdiction (including the issue of protective clothing or equipment).
- g) Consultation with the client's Safety Advisor and Local Departmental Manager on safeguards which may be required before new or potentially hazardous operations are undertaken or in relation to plant or equipment which may, for whatever reason, present risk to safety and health.
- h) Co-operation with the client's Safety Manager and Group Safety Advisor in connection with the reporting, recording and investigation of accidents and dangerous occurrences (including 'near misses') and the reporting of other situations which appear to involve safety or health hazards. To inform the Company Safety Officer of such events at all times.
- i) Oversight of the physical health (insofar as it is known), training and capacity of employees/contractors under their jurisdiction to ensure that they are suited to the job allocated to them.
- j) Provision of information and guidance to employees/contractors under their jurisdiction who may be exposed to particular identifiable risks to health and safety.

2.4 Employees/Contractors

As stated in this policy, all employees/contractors are required to co-operate in securing the policy objectives which are directed to their interests.

The duties of employees/contractors in this context are subject to statutory requirements under the Health and Safety at Work Act and other legislation. These responsibilities may be summarised as follows:

- a) To comply with the specific obligations imposed upon them by all previous regulations or orders, not covered by Health and Safety at Work Act 1974.
- b) To take reasonable care for their own safety and health and that of others who may be affected – not only by what they do but also what they fail to do.



- c) To co-operate with management to enable them to comply with any duties imposed by law.
- d) To make proper and effective use of protective clothing and equipment which the Company (or Client) is required to provide, or voluntarily provides, in the interest of safety, health or welfare and to refrain from any intentional or reckless interference with anything so provided.
- e) To report to their Supervisors or Client's Representative without reasonable delay, any defect discovered in any machinery, plant or equipment or appliance.
- f) They are to report all incidents to have led, or may lead to, injury or damage and to adhere to the Client's Company Procedures for securing a safe work place. Injuries, however minor, are to be reported immediately to the Company's Safety Officer.
- g) In addition to these legal duties, all employees/contractors are expected to observe any Client's Company Health and Safety Rules and Procedures or Codes or Practice which are designed to prevent accidents or damage of health.