

Safety, Health & Environment (SHE) Policy

1.0 Policy Statement

SECUMAX considers the safety, health, and protection of the environment as fundamental management responsibilities and essential to our business operations. We are committed to achieving continuous improvement in Safety, Health, and Environment (SHE) management and performance across all our activities, facilities, and services.

This policy serves as a framework for:

- Setting and reviewing SHE objectives and targets.
- Ensuring compliance with applicable legal and other requirements.
- Fostering a culture of safety, health, and environmental awareness.

2.0 Scope

This policy applies to all SECUMAX operations, facilities, employees, contractors, and stakeholders involved in the design, purchase, construction, installation, commissioning, and maintenance of electronic safety and security systems.

3.0 Objectives and Commitments

3.1 Compliance

- Ensure compliance with all applicable legal, regulatory, and other requirements related to SHE.
- Strive to exceed compliance standards wherever possible.

3.2 Injury and Incident Prevention

- Implement realistic measures to prevent workplace injuries, occupational illnesses, fires, explosions, pollution, and property or environmental damage.
- Establish systems to report and investigate all incidents, near misses, and unsafe conditions.

3.3 Resource Conservation

- Conserve natural resources such as water, energy, and raw materials through efficient processes.
- Regularly review and enhance resource utilization practices.

3.4 Hazard Management

- Reduce the use of hazardous substances and replace them with safer alternatives where feasible.
- Minimize hazardous waste generation and ensure its safe handling, treatment, and disposal.

3.5 Awareness and Training

- Provide comprehensive SHE training to all employees, contractors, and stakeholders to promote safe behavior and practices.
- Foster awareness of personal responsibility for SHE compliance.

3.6 Emergency Preparedness

- Establish and maintain emergency response plans to mitigate risks related to fire, natural disasters, and hazardous incidents.
- Conduct regular emergency drills to ensure preparedness.

3.7 Continuous Improvement

- Establish measurable SHE objectives and review progress regularly.
- Conduct audits, risk assessments, and management reviews to identify and address gaps in SHE practices.

4.0 Roles and Responsibilities

4.1 Management Responsibilities

- **Leadership Commitment:** Actively demonstrate commitment to SHE principles and lead by example.
- **Integration:** Integrate SHE considerations into all business processes, including planning, procurement, and employee placement.
- **Oversight:** Identify and address SHE risks and hazards within their areas of responsibility. Regularly review and update SHE practices to meet changing business and regulatory needs.

4.2 Manager and Officer Responsibilities

- **Employee Safety:** Ensure the safety and health of all employees under their supervision.
- **Training:** Provide necessary training on SHE principles and practices to their teams, including contractors.
- **Hazard Identification:** Continuously identify safety, health, and environmental hazards and implement corrective actions to eliminate or minimize risks.
- **Behavioral Safety:** Monitor and address unsafe acts or conditions and promote a culture of accountability.

4.3 Employee Responsibilities

- **Adherence:** Comply with all SHE requirements related to their roles and responsibilities.
- **Safe Practices:** Perform their duties in a manner that ensures personal safety, the safety of colleagues, and the protection of the environment.
- **Proactive Reporting:** Promptly report unsafe acts, unsafe conditions, and environmental concerns to their supervisors.
- **Equipment Usage:** Use all safety equipment and personal protective equipment (PPE) provided for their roles.

5.0 Implementation and Review

5.1 Communication

- This policy will be communicated to all employees, contractors, and stakeholders.
- It will be made available to interested parties upon request.

5.2 Monitoring and Auditing

- Regular audits and inspections will be conducted to ensure compliance with the SHE policy.
- Performance will be monitored through key performance indicators (KPIs), and improvements will be identified and implemented.

5.3 Policy Review

- This policy will be reviewed periodically or as required by changes in regulatory requirements or business operations.

6.0 Related Documents

- SHE Training Program Guide
- Emergency Response Plan
- Incident Reporting and Investigation Procedure
- Audit and Inspection Schedule

7.0 Records and Documentation

- SHE training attendance sheets
- Incident reports and corrective action logs
- Audit and inspection reports
- Resource utilization and waste management records

8.0 Approval: This policy has been approved by the SECUMAX Proprietor and is effective as of 4th of April 2024.