

HEALTH AND SAFETY POLICY STATEMENT

Integrity Security Group provide security guarding services including security consultancy, door supervision, manned guarding, key holding and alarm response, security officer screening and vetting, and CCTV monitoring, installation and maintenance of electronic fire and security systems and planned and reactive facility maintenance and repair.

In regards Occupational Health and Safety (OHS), we are committed to:

- ▲ providing safe and healthy working conditions for the prevention of work-related injury and ill health;
- ▲ fulfilling our legal requirements and other requirements;
- ▲ eliminating hazards and reducing OHS risks, as far as is reasonably practicable,
- ▲ providing the necessary resources to achieve our health and safety obligations and commitments,
- ▲ consulting and involving our workforce in health and safety,
- ▲ to not allowing other business objectives to compromise our health & safety objectives, and
- ▲ to continual improvement of the OHS management system;

To support the delivery of the above commitments we have an established an OHS management system, that is in-line with ISO45001:2018, and certified by SSIP schemes, with the objective to:

- ▲ Risk assessing our activities and produced agreed risk control measures;
- ▲ Understanding external and internal requirements and implementing them;
- ▲ Identifying emergency situations, reducing the likelihood of them occurring and preparing for occurrence;
- ▲ For our employees providing them the required training, supervision, and information to ensure they are competent;
- ▲ Providing technically sound work equipment, and safe and healthy working conditions;
- ▲ Ensuring our sub-contractors are competent;
- ▲ Ensuring that when working we ensure coordination, communication, care, custody and control;
- ▲ Reviewing the performance and effectiveness of the OHS Management System;
- ▲ Delivery of continual improvement through improvement plans and control of non-conformity;

We have established OHS objectives to achieve the above commitments which are regularly monitored by the management team.

We review the effectiveness and adequacy of this OHS policy on an annual basis and as part of change planning, lessons learnt, knowledge transfer or following an OHS incident or other failure to meet our OHS objectives.

We communicate our OHS policy to all interested parties. This policy is displayed on company premises, presented at new employee induction, displayed in any fixed construction sites under our control, and made available upon request from interested parties.

As the individual with ultimate responsibility for compliance, I approve this OHS policy,



Will Adams, Managing Director, 01st July 2026

Organisational Arrangements

In order to ensure that health and safety is successfully managed within the organisation, the following responsibilities have been allocated.

1. Directors Responsibility

- 1.1 Overall accountability for health, safety, and welfare provision and performance.
- 1.2 Provide suitable resources to achieve health and safety objectives. Resources shall include finance, human, time, infrastructure, work equipment and information.
- 1.3 Appoint a competent person to advise on health and safety compliance issues.
- 1.4 Produce risk assessments and method statements for facility maintenance and fire & electronic security site works.
- 1.5 Periodically review the health and safety performance of the organization, with the aim of ensuring compliance and delivering continual improvement.

2. General Manager

- 2.1 Coordinating the maintenance and delivery of the OHS management system, and maintenance of Master Documents.
- 2.2 Ensure suitable risk assessment of the office premises are produced and maintained.
- 2.3 Consulting and involving the workforce on matters on health, safety, and welfare.
- 2.4 Ensuring that employees, contractors, and visitors are aware of health and safety procedures and arrangements.
- 2.5 Ensuring that work equipment is technically sound and kept in good working condition.
- 2.6 Ensuring that working environments are safe and adequate.
- 2.7 Ensuring that Employees are provided adequate training, information, and supervision.
- 2.8 Ensuring that sub-contractors are evaluated and are deemed competent regards health and safety, maintenance recorded evidence of competency.
- 2.9 Ensuring that incidents are investigated, and where required under RIDDOR, reported.
- 2.10 Bringing to the prompt attention of Directors any health and safety issue that requires their attention.

3. Manned Security Operations Manager

- 3.1 Ensuring the health, safety, and welfare of the Security Officers.
- 3.2 Undertaking Site Risk Assessments of customer's sites, and producing Assignment Instructions, communicating the requirements to Security Officers.
- 3.3 Consulting and involving the workforce on matters on health, safety, and welfare.
- 3.4 Ensuring that Security Officers are provided adequate training.
- 3.5 Providing required uniforms and PPE.
- 3.6 Undertaking of Security Officer site visits and welfare checks.
- 3.7 Ensuring that incidents are investigated, and where required under RIDDOR, reported.
- 3.8 Bringing to the prompt attention of Directors any health and safety issue that requires their attention.

4. Human Resources Administrator

- 4.1 New starter induction
- 4.2 Security Officer Vetting and Licensing
- 4.3 Driving license checks and vehicle insurance checks
- 4.4 PPE and Uniform Issue and Records
- 4.5 Staff satisfaction surveys
- 4.6 Administration of Personnel files

5. Facility Maintenance Coordinator

- 5.1 Weekly Office Safety Checks
- 5.2 Vehicle Administration
- 5.3 Facility Maintenance Engineers scheduling, including for fatigue management
- 5.4 Administration of Equipment Inspection / Examination
- 5.5 Administration of Facility Maintenance Division Site Records

6. Employee Responsibility

- 6.1 Take reasonable care for their own health and safety
- 6.2 Consider the safety of other persons who may be affected by their acts or omissions
- 6.3 Work in accordance with information and training provided
- 6.4 Not undertake any task for which authorisation and/or training has not been given.
- 6.5 Refrain from intentionally misusing or recklessly interfering with anything that has been provided for health and safety reasons
- 6.6 Report any hazardous defects in plant and equipment, or shortcomings in the existing safety arrangements, to a responsible person without delay

7. Health and Safety Appointed Person

The Appointed HSQE Advisor is: Darren Male FISEP CEnv CMIO SH OSHCR, The QUENSH Consultancy Limited, who is responsible for:

- 7.1 Assistance to establish, implement, maintain and continually improve the environmental management system.
- 7.2 Provide advice on health and safety compliance matters.
- 7.3 Assist in incident investigation.
- 7.4 Undertake at least annual internal audit and management review.

8. First Aiders

- 8.1 Maintenance and inspection of first aid kits.
- 8.2 In the event of an injury or ill-health at work, provide required first aid treatment.

9. Fire Wardens

- 9.1 Weekly checks fire extinguishers and tests of fire alarms.
- 9.2 Monthly flick checks of emergency lighting.
- 9.3 Reporting to management any areas of concern regards fire arrangements.
- 9.4 In the event of a fire, supervise the evacuation of the building.