

Occupational Health & Safety Directive

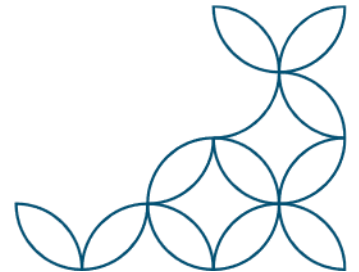


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Introduction

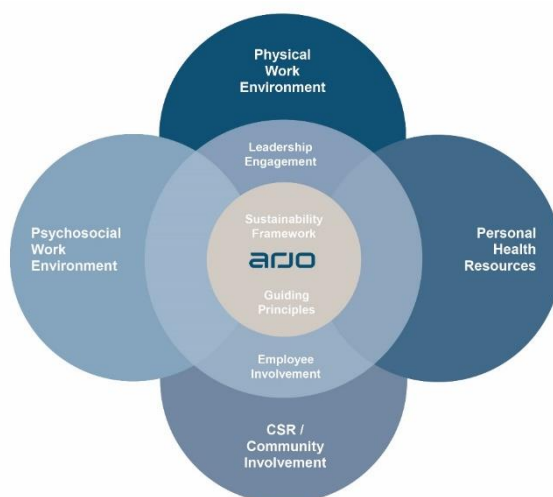
The Arjo Occupational Health and Safety Directive is a business enabler built on Arjo’s Sustainability framework. This directive is applicable to all employees and contractors of Arjo Group including visitors.

At the core of Arjo’s Occupational Health & Safety Directive lies our moral and ethical obligation to not do harm to our employees which is contained in the Arjo Compliance & Ethics Directive.

Our ambition of a winning and sustainable Arjo will be achieved through a culture that values the health and safety and wellbeing of all its employees, one which creates a safe work environment, safe work practices, culture and mindset of health and safety.

Arjo will address with its employees the following factors as indicated in the Arjo Occupational Health & Safety Culture model below:

- the physical work environment;
- the psychosocial work environment;
- personal health support and resources in the workplace; and
- ways of participating in community to improve the health of our employees and families and members of the community in which they live.



Compliance and ethics

The Compliance and Ethics Directive makes a written statement on Workplace Health and Safety. It states:

Arjo is committed to a workplace that is occupational healthy and safe for its employees and visitors/contractors and a **zero-tolerance workplace culture** to harm and/or cause injury (physical and psychological) to anyone.

Occupational health and safety objectives

Arjo describes occupational health and safety as:

- Meeting its occupational health and safety legal obligations by complying with all relevant legislation, codes of practice and industry/Country standards;
- Providing effective and meaningful consultation with employees regarding issues that affect their health, safety, welfare and mental wellbeing;
- Implementing an occupational health and safety risk management system to identify, assess and control risks to the health, safety (both physical and psychological), welfare and mental wellbeing of all people affected by the undertakings of our business;
- Providing all employees and contractors with adequate workplace occupational health and safety systems, information, training, instruction and supervision to ensure work is conducted in the safest possible manner.

Commitments

Arjo has a commitment to:

- Taking strong leadership, support and ownership for occupational health and safety based on Arjo Guiding Principles and Arjo behaviours of leadership;
- Creating a health and safety program that aims to align with the best practices of ISO 45001:2018 Occupational Health and Safety Management Systems AND/OR meets relevant local legislation/law;

- Establishing global framework and coordinating committee to lead and direct occupational health and safety across the workplace;
- Establishing measurable objectives and targets to ensure continuous improvement;
- Consulting with employees to ensure a continuous improvement process to promote and protect all employees;
- Controlling all identified risks/hazards to eliminate and/or reduce the risk;
- Distributing and educating on occupational health and safety information, including this directive to all employees and interested parties;
- Ensuring injury management and rehabilitation is provided to all employees;
- Ensure that incidents are investigated and lessons are learnt within the organisation;
- Continuous improvement by further developing, implementing and maintaining group wide and site-specific health and safety procedures and programs;
- Making adequate resources and support available to implement and maintain our health and safety directive, procedures and programs;
- Making adequate health promotion programs available to enhance employee lifestyle;
- Periodically reviewing and auditing our occupational health and safety system, including this directive, to ensure that it remains relevant and appropriate to the organization;
- Conducting confidential surveys with all employees on occupational health status, safety, wellbeing concerns, leadership and employee engagement;
- Report and Escalate high risk occupational health & safety issues to Arjo Management Team and Arjo Board of Directors.

Roles and responsibilities

- The Arjo Management Team approves the Arjo Occupational Health and Safety Directive. They delegates authority and responsibility for occupational health and safety outcomes to each Managing Director or delegated person (e.g. Site Manager, Line Manger). Roles and responsibilities will be defined and further elaborated in the Arjo Occupational Health and Safety Manual.
- Local organizations appoint a designated Occupational Health & Safety representative and establish an Occupational health and safety committee to implement Occupational Health & Safety Directive and Manual and to monitor and measure the effectiveness and continuous improvement of the day to day occupational health and safety management system;
- All employees, contractors & visitors are required to comply with Arjo Occupational Health & safety requirements and ensure that their actions protect themselves, their work environment and Arjo assets;
- All Employees must comply with site rules and follow all site emergency and evacuation procedures
- All employees have the right to stop and remove themselves from a dangerous work situation if they believe it can cause injury or ill health. Any such situations should immediately be reported to and consulted with the designated Occupational Health & Safety representative, Supervisor or Manager

References, forms & templates

Title	Id
Compliance & Ethics Directive	V1 2019
WHO Healthy Workplace Model and Framework	2010

Revision history

Rev.	Effective date (DD-MM-YYYY)	Change Description	Author & Approver
1	01/01/2021		Marion Gullstrand

The Directive provides the global position but each legal entity will have a set of policies and processes that is aligned to the global direction and which meet with local laws, regulation.