

## Health and Safety Policy

Design and Analysis Ltd's Board sets the direction for effective health and safety management including the establishment of this health and safety policy.

We are fully committed to the prevention of injuries and ill health of our employees and to continually improve our health and safety culture and performance. Therefore, we provide adequate time and financial resources for the implementation of this policy and the supporting safety management system. Our health and safety policy is reviewed annually.

While managers are accountable for eliminating and minimising health and safety risks for our employees and visitors, we are all responsible for keeping ourselves and those around us safe. We expect everyone to take a lead in improving safety by setting a positive example and intervening when seeing an unsafe situation.

When in our offices we assess and address all likely risks and when at our customers sites we follow their stated procedures.

We investigate incidents to learn from them and corrective and preventive actions will be fully implemented. We monitor trends of injury and non-injury incidents to help us assess the effectiveness of our controls and improve our system. We are all responsible for reporting health and safety incidents, which contributes to their prevention.

To help keep us safe, we will provide safety training that is relevant to the work we undertake when applicable. We will periodically re-assess safety competency and provide refresher training as required.

We underpin our safety culture with robust principles, rules and instructions. Our employees are required to refuse to undertake work they consider compromises their health or safety and our managers will support them if they take these decisions. We will meet or exceed the applicable health and safety legal obligations and the requirements of specified international standards and schemes anywhere we operate.

We will take all reasonable measures to ensure that travelling on our behalf is both safe and secure and maintain arrangements to provide support if the need arises. To protect our employees and visitors, our own premises will be managed to reflect the high health and safety standards that we expect from others.

We communicate our safety system and changes to the system to employees. We also provide feedback on how well our system is working and on lessons learnt.

We proactively address occupational health issues and confirm that our employees are medically fit for their work. Our employees are provided with appropriate personal protective equipment necessary to perform their work and mitigate residual risk.

We regularly monitor and review our performance including how well we perform against this policy.

Improving our safety culture is the responsibility of every one of us and we all have a contribution that we can make. We believe safety incidents are avoidable and by working together we will protect ourselves and others.

Your appointed person regarding first aid is: Glynn Hodgkinson. Their role includes looking after the equipment, facilities and calling the emergency services.

Carl Woolley  
Managing Director  
Last Review Date: Feb 2026