

GLOBAL HEALTH AND SAFETY POLICY

Introduction

WWRD is committed to ensuring high standards of Health and Safety management throughout all its operations worldwide, recognising this is a fundamental and essential part of the business.

Who Is Responsible For This Policy?

WWRD has appointed the **Executive Vice President Operations** as the named director responsible for the implementation and continuity of all matters concerning health and safety.

The Executive Vice President Operations has established the following committees:

Group HSE Policy Committee

The Group HSE Policy Committee meets every 4 months and is chaired by the Executive Vice President Operations. Its membership is multi-disciplinary and multi-jurisdictional.

The purpose of the Group HSE Policy Committee in respect of health and safety is to:

- Enable compliance with existing and forthcoming legislation.
- Monitor compliance with existing legislation and ensure consistency of compliance across the Group.
- Review ongoing performance against objectives and targets.
- Recommend policies.
- Advise the Senior Management Team of compliance with current legislation and potential areas of future concern.
- Identify best practice befitting progressive management in areas not covered by legislation.

1. HSE COMMITTEES

In addition to the above Policy Committee, HSE Committees representing manufacturing, engineering, warehousing and retail/offices meet every two months at each main location. They monitor compliance with QUENSH and provide an opportunity for discussion and consultation. Membership consists of Trades Union safety representatives, where appointed, relevant management, employee representatives, and representatives from the Human Resources Department, Engineering Department and Group HSE Department.

Policy Objectives

Through its in-house integrated management system, QUENSH, which stands for Quality, Environment, Safety/Security and Health, the Company will maintain high standards of health and safety management, by ensuring management commitment and ownership of such issues is an integral part of every employee's job.

This policy sets out the Company's commitment to continually improve its performance in this critical area of the business and embrace the principals of risk management.

This Policy is an extract from WWRD's Global HSE Policy.

WWRD's Global HSE Policy covers WWRD Holdings Limited and all its subsidiaries and associate companies worldwide ("WWRD"). It also covers every individual working in or with WWRD, at any level or grade and wherever located. WWRD's Global HSE Policy also applies to third parties engaged by WWRD, including agents, distributors, suppliers, licensees, service providers and consultants together with all visitors to WWRD sites.

Whilst the principles in this policy will be adhered to globally, they will need to be interpreted in accordance with relevant local legislative requirements and practise.

Policy

WWRD will endeavour to continually improve its health and safety performance through the development, implementation and auditing of QUENSH, with reference to the following framework objectives: -

1. Statutory Obligations

To meet all applicable health and safety statutory obligations, anticipate changes and work towards "best practice", wherever reasonably practicable to do so.

2. Risk Management

To identify hazards and reduce/control the risk through the on-going process of risk assessment, forming an essential part of QUENSH.

3. Site Visitors and Suppliers

To provide a safe environment for all visitors to WWRD sites.

To use suppliers which undertake to supply only safe plant, equipment and materials that meet agreed WWRD specifications and provide suitable and sufficient information that clearly identifies the hazard and the precautions required to reduce the risk during their use.

To only use contractors who are on the WWRD's 'Approved Contractors List', whose competency has been verified through the application of relevant QUENSH procedures.

4. Engineering

To consider all relevant health and safety issues during the design, construction, installation and maintenance of the WWRD sites, including the buildings, plant and machinery.

5. Research and Development

To seek suitable raw materials and to invest in viable systems of work, where a reduction in health and/or safety risk can be demonstrated.

6. **Training and Communication**

To increase the health and safety awareness of employees through an effective QUENSH induction programme and on-the-job training.

To provide specific training to all relevant management within WWRD in order to ensure their competency under QUENSH.

To communicate achievements within WWRD at every opportunity through the QUENSH notice boards and regular team briefs.

To encourage ownership of health and safety as an integral part of all jobs.

To promote the ‘**Ceramics Industry Health & Safety Pledge**’ and apply its accident reduction targets throughout WWRD’s operations.

7. **Incidents**

To accurately record, report and investigate all reported hazards, accidents, work related disorders, security incidents, near misses and dangerous occurrences, thereby enabling resources to be targeted to prevent further incidents.

8. **Transport**

To ensure that WWRD leased or owned vehicles are only driven by authorised employees, are serviced and maintained and are suitable for the business; and to ensure that where an employee’s own vehicle is used for Company business it is insured for business use, is roadworthy and that, where relevant, valid licenses/certificates are held.

To promote the adoption of safe driving techniques by all drivers of vehicles used on Company business.

9. **Emergency Preparedness**

To ensure procedures and relevant measures are in place within QUENSH to effectively manage all foreseeable emergency situations, such as fire, bomb scare, etc.

10. **Noise and Other Statutory Nuisances**

To regularly monitor noise levels within the workplace and take the necessary measures to reduce noise emissions in order to ensure compliance with statutory exposure limits.

To reduce external noise emissions through the effective design and maintenance of buildings, plant and equipment.

11. **Monitoring and Auditing**

To undertake regular workplace inspections and audit compliance with QUENSH.

12. **Policies and Guidance**

To develop, communicate and implement policies and management guidance under

QUENSH on specific health and safety issues, wherever and whenever the need arises.

Breaches of This Policy

Allegations regarding potential breaches of this policy will be treated in confidence and investigated in accordance with the relevant procedure.

Any member of staff who is found to have breached this policy may be subject to disciplinary action.