



Health & Safety Policy

Statement of Intent

RE Projects Development Ltd. (the "Company") is committed to promoting and maintaining a safe and productive work environment. We strive to ensure that all aspects of our operations are conducted in accordance with applicable laws and regulations, as well as with our and our partners' policies relating to health, safety, and environmental protection. We intend to operate our business with integrity and to continuously engage in a manner that supports our employees, partners, contractors, and the communities in which we operate.

Health & Safety is among our core values at RE Projects Development Ltd. We factor them into every operational and business decision we make. Our ambition is to embed safety in our everyday processes and for our employees, partners, and contractors to share the same goal.

We are dedicated to:

- Provide safe and healthy working conditions and prevent any unnecessary risk;
- Deliver sufficient information, instruction, and training to employees;
- Cultivate an open culture with objective and clear communication internally and externally;
- Make a suitable and sufficient assessment of the risks to health and safety;
- Choose highly trained partners and contractors, and conduct regular evaluations;
- Ensure that work carried out by us, or our partners and contractors does not have adverse effects on the environment and local communities;
- Protect the environment via the promotion of green energy sources, reduction in the use of natural resources and pollution prevention.

A copy of our Health & Safety Policy Statement will be distributed to all employees.

The Health and Safety Policy Statement will be reviewed annually by the Chief Executive.

Simeon Batov

Chief Executive

Issue Date:

Organisation of Health & Safety

Health & Safety Manager

For the effective management and compliance of our Health & Safety Policy, **Simeon Batov** is appointed as the Health & Safety Manager within the Company:

- To have overall and final responsibility for all Health & Safety matters;
- To take such action as may be required to ensure that the Company's responsibilities for Health & Safety are fulfilled;
- To ensure that employees are aware of and adhere to the Company's Health & Safety Policy and procedures;
- To manage and arrange all Health & Safety matters that affect employees, contractors and partners such as Risk Assessments, instructions and trainings;
- To initiate and coordinate Health & Safety activities, including periodic reviews of Health & Safety procedures, Risk Assessments and inspections.

Employee Responsibilities

Employees have a responsibility to ensure this policy is put into practice and adhered to by carrying out their work with the utmost regard for Health & Safety. Each employee should:

- Cooperate with the Company on all Health & Safety matters;
- Follow the Health & Safety standards and procedures;
- Report any hazards, or concerns relating to their own safety or suspected unsafe working practices to their direct supervisor or the Health & Safety Manager;
- Report injuries, accidents or dangerous occurrences at work, including those involving the public and participants in activities organized by the Company;
- Take adequate care of their own Health & Safety, and that of other persons who may be affected by their work.

The Company urges its employees, partners, and contractors to cooperate with it and the law to enable the Company to fulfil its legal obligations and to ultimately cultivate a safe and healthy working environment.



Arrangements for Health & Safety

Employee Consultation

Under the current Health & Safety Regulations, RE Projects Development Ltd. will consult all employees on Health & Safety matters directly or through elected representatives in accordance with the *Health and Safety (Consultation with Employees) Regulations 1996*.

The Health & Safety Manager is responsible for ensuring regular and open communication with all employees, contractors, and partners in respect of matters of Health & Safety.

Compliance

Failure to adhere to any Health & Safety policies and procedures contained herein may result in disciplinary or legal action being taken against an employee, including summary dismissal and criminal prosecution.

Emergency – Accident Procedures & Reporting

Under the *Management of Health & Safety at Work Regulations 1999*, the Company is obliged to provide procedures in the event of an emergency. All employees, partners and contractors should be informed of the current procedures.

First Aid

The Health & Safety Manager is responsible for ensuring that employees are aware of arrangements for first aid.

The appointed certificated First Aider is **[X]** and is displayed **[X]**. First Aid boxes are located **[X]**. The nearest Accidents & Emergency Centre is at St Mary's Hospital (HQ) located at Praed Street, London, W2 1NY.

Fire Emergency

The Health & Safety Manager is responsible for ensuring that instructions and information on actions that should be taken in the event of an emergency are given to employees. Those include:

- Providing a copy of the Health & Safety Policy to each employee;
- Ensuring that all employees are fully informed of local evacuation procedures;
- Ensuring that fire/escape routes are clearly identified and kept clear of obstructions;
- Risk Assessments are carried out annually to ensure that all fire hazards are minimized;



In the event of a fire emergency:

- Employees discovering a fire should immediately sound the nearest fire alarm;
- The first responsibility of all employees is to adhere to emergency procedures and evacuate all people from the building by the nearest exit;
- Employees should contact emergency services as soon as they have reached a safe place.

Other Emergency Evacuations

Emergency evacuations prompted by other events will have the same essential principles as for fire evacuation. Specific instructions will be issued to employees as the need arises.

Reporting Accidents

The Company's policy is to use preventative measures to stop accidents from occurring. On the occasion of accidents, incidents, near misses (a "near miss is an event which under slightly different circumstances could have resulted in an accident) and occupational ill-health, the circumstances are to be reported and investigated swiftly. When underlying causes or factors have been identified, action is to be taken towards the prevention of recurrence.

Any injury suffered by a worker or visitor in the course of employment must be recorded, together with such other particulars as are required by statutory regulations, on an accident form maintained by the Health & Safety Manager.

All employees must:

- Report to the Health & Safety Manager all accidents, injuries, work-related diseases, dangerous occurrences and near misses immediately or as soon as practicable;
- Report to the Health & Safety Manager hazards or suspected hazards or other Health & Safety matters immediately or as soon as practicable. If the hazard is of a serious nature, immediate action must be taken to protect or clear the area to prevent injury;
- Inform the Health & Safety Manager if absent from work for more than 1 day following a work-related accident or incident.

The Health & Safety Manager will investigate incidents and accidents by writing a detailed report and identify the actions necessary to prevent a recurrence.

Reporting Health Problems

All employees have a responsibility to inform the Company of any health-related issues, including contraction of, or contact with, infectious diseases that might affect the ability to work safely. Any health problems should be reported to the direct supervisor or the Health & Safety Manager.



Stress and Mental Health

The Company acknowledges that stress in the workplace is a serious hazard and recognizes the potential dangers it carries. It is the Company's responsibility to offer support to employees and monitor their condition and overall stress levels. Employees are encouraged to:

- Report to their supervisor or the Health & Safety Manager and seek council if suffering from excessive work-related stress levels;
- Report, in confidence, any concerns about colleagues to their supervisor or the Health & Safety Manager;
- Be open about mental health issues affecting their well-being.

The Company will review each case and depending on the severity, may:

- Reduce workloads;
- Change the job role;
- Introduce a job rotation;
- Introduce a period of part-time employment.

Smoking

The Company has a duty to provide a safe and healthy workplace for employees. Health hazards related to smoking are well documented. These hazards can impact both smokers, and non-smokers exposed to second-hand smoke. As such, the Company strictly enforces a "Smoke-Free" policy in the workplace.

Drugs and Alcohol

The Company prohibits the sale, purchase, or usage of any controlled substances without prior documented medical authorization during the working day or while conducting business for the Company. Consumption of such substances or working while intoxicated may be considered gross misconduct and result in disciplinary or legal action.

Substance misuse may be treated as an illness when problems such as health, occupational, domestic or social problems occur. Employees affected by such circumstances are encouraged to seek appropriate external professional or medical assistance. The Company pledges to review each case carefully and as far as practicable, adopt a sympathetic attitude to any employee in such a position.

Work From Home

The Company is committed to providing an environment that enables employees to have the flexibility to work from home. Work from home will be available to employees:



- To promote a better work-life balance;
- To provide discretion to employees suffering from a medical condition;
- To assist with the delivery or execution of a work-related task;
- To provide an alternative to employees who will have to cover great distances or use multiple forms of transport to get to work;

Employees considering working from home should notify their supervisor or the Health & Safety Manager for a Risk Assessment to be conducted and for any potential risks to be identified and mitigated.

Occupational Travelling Health & Safety

The Company acknowledges that travelling by road is potentially hazardous in comparison to alternative modes of transport and that it has a duty to manage the safety of employees who drive in the course of their employment.

The Company acknowledges that employees who travel on business away from the base are effectively at work while travelling and are owed a duty of care by their employer:

- Employees are required to inform their supervisor of their intention to drive on business so that any potential risks can be identified and reduced as far as practicable;
- Supervisors must ensure that the journey is necessary, and that full consideration has been given to using safer methods of transport;
- Employees must inform their supervisor of their travel arrangements when working away from the Company's offices;

The Health & Safety Manager is required to be informed of any employee travel arrangements that have identified risks.

Personal Protective Equipment

In accordance with the *Personal Protective Equipment Regulations 1992*, the Company is responsible for ensuring that where risks cannot be controlled by other means, an assessment will be carried out to ensure that the appropriate personal protective equipment ("PPE") is provided to employees who may be exposed to risks to their Health & Safety.

The Health & Safety Manager is responsible for:

- Ensuring that PPE is available at all times;
- Ensuring that PPE is in an appropriate and efficient working condition;
- Ensuring that the quantity of PPE in stock is enough for all employees;



- Providing employees with instruction and training in the use of any PPE and its maintenance.

All employees are required to use the PPE provided for them properly, in accordance with training and instructions.

Community Health & Safety

The Company has a responsibility to protect local communities, which come into close proximity to its development operations. The Company pledges to comply with all legal and regulatory requirements and to ensure that work activities carried out do not have adverse effects on its operating environment and local communities.

The Company prioritizes public consultations and cooperates closely with locals to ensure that they are informed of all proposed developments. Objections, concerns, or recommendations from the public and local authorities regarding the Health & Safety of the local environment or community are taken into consideration and integrated into the planning of each development.

Contractor Health & Safety

Contractors are key to the Company's business activities and performance and as such, it has a responsibility to ensure the contractors' safety. The minimum requirements for contractors working for The Company will be the same as the requirements imposed on all members of the RE Projects Development team.

Employees authorised to hire contractors should review the contractor's competence to carry out the work. The level of questioning and detail required from contractors prior to their employment should be proportionate and appropriate to the level of risk involved in the nature of the work that the contractors will be undertaking

The Company pledges to use qualified and competent contractors that provide their services with people who are properly trained, well-equipped, and efficiently supervised:

- Contractors must develop, maintain and implement their own Health & Safety policies;
- Contractors must comply with applicable regulations, standards, policies and recognized safe work practices;
- Contractors must provide adequate and correct personal protective equipment and ensure their people are trained in its use and that it is used properly;
- Contractors must provide training and instructions to their employees.



Contractors will be supplied with a copy of the Company's Health & Safety Policy. Where appropriate, contractors will be required to submit a copy of their safety documentation prior to commencing work so that the Company can ensure appropriate consideration has been given to safety.

Risk Assessment

Under the *Management of Health & Safety at Work Regulations 1999*, the Company is obliged to assess the risks to the Health & Safety of employees and others affected by the Company's activities and operations.

The purpose of the Risk Assessment is to identify potential or actual risks that employees face. Risks are primarily identified through the Risk Assessment process or internal mechanisms (i.e. incident reports, employee reports, etc.).

The Company pledges to:

- Ensure compliance with relevant legislation and regulations;
- Eliminate any potential or actual identified risks;
- Where elimination is not possible, to reduce, as far as reasonably practicable, the risks to an acceptable level;
- Implement appropriate control measures;
- Provide suitable information, supervision and training.

The Health & Safety Manager is responsible for conducting periodic Risk Assessments. This process may be contracted out to external competent persons.

Any hazardous situations, incidents, accidents or defects are recorded by the Health & Safety Manager.

Monitoring and Managing Health & Safety

The *Management of Health & Safety at Work Regulations 1999* require the effective management of Health & Safety. The Company commits to monitoring, managing, and improving its Health & Safety Policy and procedures.

The Health & Safety Manager is responsible for monitoring and measuring Health & Safety performance. The Health & Safety Policy will be reviewed periodically and may be revised and improved, when necessary.

A handwritten signature in black ink, appearing to read "Simeon Batov", positioned above a horizontal line.

Simeon Batov

Chief Executive

Issue Date: