



ZYCON CONSULTING LIMITED

*Health and Safety
Policy*

HEALTH AND SAFETY POLICY

At Zycon, we are committed to maintaining high safety standards in everything we do. We always ensure that the health and safety of our staff and clients that we work for are given priority in any projects we embark on. Our philosophy for achieving this is to ensure that adequate risk assessment is completed in every stage of our methodology before we embark on any project to ensure that potential risks and hazards associated with each project are eliminated or at least reduced to the minimum and acceptable levels. We ensure that the environment our staff are exposed to while working is safe and that the equipment they use is always in good working condition.

This philosophy is based on our belief that our staffs are our most valuable assets, which must be protected with utmost priority. We ensure that all staff are adequately trained, qualified and competent to safely carry out any assigned tasks, no matter how small the job may be. We do so because we believe that when staff are trained and competent, they perform their work safely to meet our contractual obligations without incidents.

- Therefore, the Management of Zycon Consulting Limited shall support and promote a culture of health and safety by ensuring that:
- Health and safety are given first priority in the job we do
- Safety becomes a personal belief and a core value
- All personnel have the duty to stop the work if in doubt or if their health and safety are threatened while working
- Our operations do not contradict any statutory health and safety regulations.
- We provide equipment that is fit for purpose and well maintained.
- We provide our staff with a safe working environment
- Our staff are provided with continuous training to ensure and maintain continuous professional development (CPD) and live training matrix
- We immediately report all incidents and near misses to the relevant authorities
- We uphold a safety culture that does not instigate blame but accountability and transparency and does not conceal errors but uses them as a learning board for preventing future occurrences
- We carry out regular workstation risk assessment and upgrade from time to time
- We monitor the progress of our improvement plans and ensure they are adequately and effectively implemented

Signed: **The Management**

Zycon Consulting Limited