## Work Safe policy statement

It is Keltbray policy to encourage feedback from its operatives and subcontractors on any issue that will improve the safety, security and efficiency of the works in any situation.

In pursuit of this policy, the company will never penalise an individual who refuses to work because they reasonably consider they or others are exposed to unreasonable risk or there is an unreasonable risk to the environment.

The company will adopt the following steps in support of its stance on this issue:

- During induction, operatives are encouraged to bring to the attention of supervisors, safety staff or management any issues they feel compromises their health, safety or welfare, at any time
- It will be made plain that no penalty or imposition will be incurred by the individual, even if their concerns proved to be unfounded
- As a matter of course, the person in charge of the works on behalf of Keltbray will continually monitor their safety in liaison with clients, principal and other contractors, individuals and enforcing authorities charged with ensuring the safety of the works
- If a safety issue is brought to the attention of the person in charge, from any person under the control of Keltbray or otherwise, they will immediately investigate this and take whatever steps are reasonably necessary to ensure the risk of harm has been removed or reduced to an acceptable level
- Initiatives adopted by Keltbray, including toolbox talks, formal safety training and job briefings will be used to remind all individuals of the 'Refusal to Work on the Grounds of Health, Safety and Environmental (Work Safe)' procedure
- Concerns can be reported confidentially in line with the Keltbray Whistleblowing policy (KEL-CRP-POL-020).

Any employee who considers that their health and/or safety or the safety of others is being unnecessarily or unreasonably threatened by an unsafe work practice, location or environment has the right to stop work and request changes to eliminate or reduce the perceived risk.

The organisation responsible for the supervision and direction of the work will investigate the complaint using the process detailed in the work safe procedure, and if justified, take such measures as are necessary to reduce the risk to an acceptable level.

If an employee still reasonably considers the risk to be unacceptable, they may vacate the work area and refuse to work until the risk is reduced to an acceptable level. Persons invoking this procedure are protected from any associated disciplinary action and will not be subjected to discrimination or disciplinary action. In the event of no substantive evidence of the concerns being justified, the complainant will be asked to carry out the task. In the event of the concerns being justified the work will be suspended until a safer method can be found.

Keltbray and its management team fully support this policy and are committed to provide competent personnel and financial resources to implement it. This policy statement shall be reviewed annually by all interested parties. All Keltbray policies are available on the Keltbray Business Management System. New employees are briefed on the use of the Business Management System and locations of the Keltbray policies and any reviews or key changes in the policies are advised to employees.



Peter Burnside
Chief Executive Officer

Last review date: June 2026
Next review date: June 2027