



Health, Safety and Wellbeing Policy

Our aim at Sai Engineering Associates Ltd. is to provide a complete service to our clients through design, engineering and project management consulting services as our core activities. This Policy applies to all activities carried out by employees, contractors and visitors at all sites and places of work.

The policy aim is to make sure that our employees:

- Comply with all Health and Safety Legislation, Regulations, Codes of Practice and Guidance Notes, including the Health and Safety at Work Etc. Act 1974
- Ensure our activities are conducted safely, protecting the health and well-being of employees and all others who may be affected
- Meet as a minimum, all requirements of relevant legislation and introduce Company standards where legislation does not exist
- Set targets and maintain an improvement plan, monitor and review towards continual improvement
- Consult with employees on all aspects of their working environment.
- The Managing Director will ensure that adequate finances and resources are made available for the policy to be implemented.
- Ensure that all employees have a minimum of one day training on health, safety and environment issues affecting the business and their undertakings.
- Establish quality, health, safety and environmental targets that shall be communicated, measured, monitored and reviewed by Management.

In order to achieve our aims, we enthusiastically support the policy and its implementation without reservation.

- Provide and maintain safe and healthy working conditions for all our employees and all others who work on our behalf
- employ reasonably practical means to prevent any damage or loss to property, vehicles and plant, equipment and the environment at large
- Be committed to the prevention of injuries and ill-health and to the continual improvement in occupational health and wellbeing
- Identify risks, where they cannot be eliminated, controlled to an acceptable level
- Value the efforts of all employees in the field of health and safety equally with their other contributions to the business
- Support initiatives that will encourage active commitment to the promotion of a positive health and safety culture from all employees through continuous improvement within their activities and by achieving health and safety objectives and business goals
- Require every employee, and others who work on our behalf, to exercise personal responsibility in preventing harm to themselves and others
- Actively work to prevent all workplace accidents and near miss incidents
- Encourage the open reporting of all accidents and near miss incidents and their investigation to facilitate the prevention of recurrence
- Provide such information, instruction and training as needed to enable employees to co-operate fully with us in achieving compliance with the policy.



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- Maintain a documented Management System that encourages systematic approach to identifying workplace hazards and supports the setting up of safe systems of work to either control or reduce the risks identified to a level which is as low as is reasonably practicable.
- Allocate responsibilities to our managers that will enable them to develop suitable systems and procedures by which to meet the required safety performance standards

Without detracting from the primary responsibility of Managers and Supervisors for ensuring safe conditions of work we require employees at all levels to accept responsibility for achieving set occupational health and safety standards. Safe working is the responsibility of everyone, and it will therefore be supported by the appropriate training, education and resources required to achieve these ends. We request that everyone joins us in a personal commitment to making hazard prevention part of our working lives.

We will communicate this policy to all persons working under the control of the organisation and will make copies of this health and safety policy available to interested parties if required.

Health and Safety Review Meetings, Project Meetings and regular inspections will be used to monitor and ensure that health and safety standards are being met and management controls are effectively working for employees, subcontractors and the general public

The Company will review and monitor the effect of this policy and reserves the right to amend it from time to time.

This policy will be reviewed annually or when circumstances indicate a change is needed.

Rupen Radia

Managing Director

Sai Engineering Associates Ltd.

January 2026