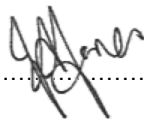


1. Prima Dental is a world leader in the design, manufacture and supply of rotary dental burs, steel and diamond rotary dental burs, and carbide and steel milling tools designed and engineered for the digital dentistry industry. Prima Dental produces 30 million burs a year for distribution to a worldwide network of trade customers, suppliers and distributors in over 90 countries. Prima Dental consists of 2 manufacturing sites and a warehousing, packaging despatch unit located on Stephenson drive, Waterwells Business Park, Gloucester, GL2 2HA and Brunel Court off Stephenson drive GL22AL
2. Overall responsibility for all Health, Safety & Welfare at Prima Dental is vested in me by virtue of my appointment as Managing Director.
3. Prima Dental Manufacturing Ltd core values and ethos are that Health and Safety is a vital component of good business. The company believes that good Health and Safety performance is essential part of operations, production & quality standards.
4. Prima Dental Manufacturing Ltd believes that employees are the most important asset to the company, and therefore the Health, Safety & Welfare of all personnel is a core value in our business.
5. Prima Dental Manufacturing Ltd aims to conduct all of its operations of business with the purpose of complying with all the appropriate National Interpretations(affected by European legislation), and appropriate standards. Prima Dental will therefore review and monitor information from internal and external sources to continuously improve their Health & Safety performance. The Health & Safety Management Systems are an important and integral part of the business function, which will be reviewed on a regular basis to ensure continuous improvement.
6. Prima Dental Manufacturing Ltd aims and objectives are to ensure that the Health & Safety Management System is in Compliance with ISO:45001
7. The Company is committed to ensure that:
 - We provide adequate control of the health and safety risks to employees and others that may be affected by our acts or omissions.
 - To provide and maintain safe plant and safe system of work.
 - To carry out suitable and sufficient risk assessments for activities affecting Prima Dental employees and others that may be affected by our acts and omissions.
 - To ensure the safe use, handling, storage and transport of articles and substances
 - To consult employees on all matters that may affect its Health, Safety and Welfare.
 - To provide and implement relevant and sufficient information, instruction training and supervision with regards to Health and Safety, and communicate this information to employees and other persons that might be affected.
 - To reduce accidents and incidents, cases of work related ill health and absenteeism
 - To review this policy regularly and communicate any changes to any affected parties.

Health & Safety targets and objectives are reviewed on a monthly basis forming an integral part of our business function including an Annual Management Review.

Managing Director

Alun Jones



Date 15/9/21

ORGANISATIONAL RESPONSIBILITIES

Overall and final responsibilities for Health & Safety throughout Prima Dental Manufacturing Ltd are:

Managing Director

Managing Director Responsibility's

- Ensure sufficient resources, equipment and information are available for this policy to be implemented and maintained.
- Health and Safety to be considered when investing in new equipment, premises and products
- Establish effective companywide communication systems and management structures.
- Ensure Health and Safety performance targets are set with the HSE Manager which will be reviewed at Senior Management level.
- Take a leadership role & promote broader ownership in Health and Safety Matters with the assistance of the HSE Manager.
- Anticipate and tackle new Health and Safety challenges that come with social, economic, technological, legislative change.
- Ensure the company has sufficient access to competent advice.
- Ensure a policy is in place which is suitable and sufficient for employees and others affected by work activities

Overall Responsibility for ensuring this policy is put into practice:

HSE Manager

HSE Manager Responsibilities

- Communicating, coordinating Health and Safety on site through relevant departmental functions
- Maintaining the Health and Safety records and the Health and Safety Management Systems.
- Providing management team with support and competent advice.
- Advising Senior level leadership on Health & Safety strategy and performance
- Support operations in accident investigations and advise on corrective actions
- Controlling documentation and implementing Health and Safety arrangements.
- Manage Health and Safety in accordance with this policy, laws, regulations, guidance.
- Ensure that resources are adequate to fully implement the controls highlighted in the Health and Safety policy and arrangements
- Approving risk assessments and method statements from Contractors.
- Carry out risk assessments in line with risk assessment procedure.
- Ensure all statutory examinations, testing and servicing is carried out on all equipment.

Overall Responsibilities for implementing Health & Safety Operational Controls are:

Head of Operations UK

Manufacturing Managers and Cell Leaders responsibilities

- Implementing control measures and corrective actions identified in the risk assessments and identifying whether risk assessments are current, suitable and sufficient.
- Ensure that safe systems of work, duties and responsibilities are delegated, accepted and understood by all Prima Dental employees
- Adequate supplies of personnel protective equipment are available.
- Accidents, near misses and complaints are investigated to determine if further control measures are required
- Absenteeism shall be monitored to identify any trends/work related ill-health issues.

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- All visitors/contractors should be signed in and alerted on emergency evacuation procedures & PPE
 - Ensure Health and Safety issues are communicated to HSE Manager
 - Ensure that the health, safety and welfare arrangements within their workplace are effectively implemented in accordance with the specific procedures detailed in this policy.
 - Ensure that Health and Safety training is provided to all employees as part of the company's overall training procedure.
 - Ensure employees have access to all necessary and relevant information appertaining to their health, safety and well-being at work.
 - All equipment is maintained and in safe condition to operate
 - Ensure the safe use and operation of vehicles, storage of all articles & Substances
 - All Substances have a COSHH Assessment which is obtained by the HSE Manager.

Employees Responsibilities

- To cooperate with line managers to help them fulfil their duties under Health and Safety legislation
- To take reasonable care of their own acts and omissions and others that might be affected by their work activity.
- Report hazards or defects that may cause serious and imminent danger.
- Attend any training sessions provided by the company for reasons of Health and Safety.
- Employees should use any equipment, materials or substances provide to the employee in accordance with any training or instruction
- Not to interfere with anything that is provided for the purpose of Health and Safety.
- Report any accidents or near misses, or anything that presents serious and immediate danger
- Assist in good housekeeping of the workplace

Arrangements for Implementation:

The overall responsibility for managing the health and safety budget is:

HSE Manager

Risk Assessment

In accordance with the Management of Health and Safety at work Regulations 1999(MHSWR) Section 3 employers must identify the risk opposed to employees and others that are affected by the company's acts or omissions.

In order to achieve compliance with the legislation a risk assessments must:

- Identify the hazards
- Decide whom may be harmed
- Evaluate risks and identify suitable controls
- Record assessments
- Review regularly

All Risk Assessment types will be carried out in line with Risk Assessment procedure:

Risk assessments will be carried out, reviewed and approved by:

HSE Manager

Risk Assessments controls will be implemented by:

Departmental Managers, Supervisors & Cell leaders

Health & Safety Competent Advice

In accordance with MHSWR 1999 Section 7 Prima Dental Manufacturing Limited has access to competent Health & Safety advice. Health & Safety advice is available from the HSE Manager.

Qualifications in Health & Safety:

NEBOSH General Certificate in Occupational in Health & Safety
NEBOSH Fire safety & Risk Management

Consultation with Employees

Prima Dental Manufacturing Ltd consults with its employees in accordance with the Health and Safety at Works Act 1974, Safety Representative and Safety Committees Regulations 1977 and the Health and Safety (Consultation with Employees) Regulations 1996.

Consultation with employees will be provided by:

- Monthly Health & Safety Committee Management Meeting
- Management review meeting are held on an annual basis
- Team Briefs & procedures are communicated at shift meetings

Plant, Machinery, Premises and Work Equipment

The company will ensure that all plant and equipment is suitable and without risks to Health & Safety, in accordance with legislation such as the Provision and Use of Work Equipment Regulations 1998, the Lifting Operations and Lifting Equipment Regulations 1998 and the Electricity at Work Regulations 1989.

All employees are required to carry out a visual check of any equipment before it is used. In some cases, this check will need to be documented. The company will advise when this is the case.

Responsibility for identifying all plant and equipment needing maintenance, examination & inspections is that of:

HSE Manager and Asset Care Manager

Responsibility for ensuring that all identified maintenance is implemented is that of:

Asset Care Manager

Any health and safety issues with plant or equipment should be reported to:

HSE Manager and Asset Care Manager

Responsibility for checking that new plant and equipment meets Health and Safety standards before it is purchased is that of:

HSE Manager

PAT testing is carried out by external competent contractors annually

Fixed building electrical Installation testing is carried out by external contractors annually and every 3 years.

Pre-use Checks on vehicles are carried out by the operator and defects are reported to:

Asset Care Manager

Permits to Work

To protect our workforce and others from risks to their health and safety we have developed and implemented permit to work systems for all high-risk work activities such as:

- Working on live electrics/Electrical distribution and high voltage installations
- Working in confined spaces.
- Working at height (on fragile roofs)
- Working with Asbestos
- Isolation of Equipment
- Cold works/Hot Works

The responsibility for the issuing permits to work

HSE Manager, Manufacturing Manager, Asset Care Manager

The responsibility to supervise any works is the **Performing Authority or Area process Managers**

COSHH Hazardous Substances

Prima Dental Manufacturing Ltd will assess and control health risks from exposure to hazardous substances in accordance with the Control of Substances Hazardous to Health Regulations (COSHH) 2002. The assessments will be checked every 3 years by:

HSE Manager

Chemical Safety Data Sheets are obtained by:

HSE Manager/ Finance Department

Chemical Safety Data Sheets are stored in the HSE

COSHH assessments & control measures will be approved/removed with authorisation by:

HSE Manager

Information, Instruction, Training and Supervision

The Company will provide adequate information, instruction, training and supervision to employees in accordance with the general duties on employers under Section 2 of the Health and Safety at Work etc. Act 1974 and various regulations.

All employees will be provided with information on the significant findings of any risk assessments relevant to their particular activity/workplace. This will include information on the hazards and relevant control measures.

All information, instruction and training given to employees will be recorded on individual training records. In certain instances, employees will be asked to sign to confirm receipt and/or understanding.

Induction training for all new employees is the responsibility of:

HR Department/Training Manager

Training will be identified, arranged and monitored and records are kept by:

HR Department/Training Manager

The Health and Safety Law poster is displayed at:

GEMBA HOUSE	HORIZON HOUSE	THE HIVE
Entrance Hall Canteen	Employee Entrance Hall Canteen	Entrance Door Canteen Manufacturing Area Safety Board

Occupational Health and surveillance

Occupational Health should aim at the promotion and maintenance of the highest degree of physical, mental and social wellbeing of all workers in all occupations: The prevention amongst workers of departures from health caused by their working conditions: the protection of workers from in their employment from risks resulting from factors adverse to health: the placing and maintenance of the worker in an occupational environment adapted to his physiological and psychological capabilities and: to summarize: the adaptation of work to man and each man to his job.

Occupational health standards will be assessed by:

HSE Manager/HR Manager

Occupational pre-placement/identification of assessment will be reviewed by:

HR Manager

Occupational health risk assessment will be carried out by:

HSE Manager

Accidents, First Aid and Work-Related Ill-Health

Prima Dental Manufacturing Ltd is committed to preventing accidents and cases of ill-health to employees and others who may be affected by its work activities.

However, the company recognises that failures can occur and will investigate all accidents and ill-health to identify the immediate and underlying causes so as to prevent recurrence.

All reportable incidents, as defined by the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 will be reported to the enforcing authority within the relevant timeframes.

The company will provide adequately trained first aid personnel and equipment, in accordance with the Health and Safety (First Aid) Regulations 1981.

First aid kits are kept in the first aid room and first aiders are communicated on the Health and Safety Notice Boards.

All Accidents and work-related ill-health should be immediately reported to:

First Aiders, Cell leaders & HSE Manager

All accidents and work-related ill-health are recorded in the accident form which is stored on Q-Pulse

All hazards/near misses should be reported, Investigated and reported to:

HSE Manager

Responsibility for reporting accidents, diseases and dangerous occurrences to the enforcing authority is that of:

Managing Director/HSE Manager

Monitoring Health & Safety Performance

In addition to the reactive monitoring of accidents/ill-health, the company will also carry out proactive monitoring of Health and Safety performance.

To check our working conditions and ensure our safe working practices.

These are documented & Reviewed carried out by

HSE Manager

Personal Protective Equipment

The company is committed to complying with the Personal Protective Equipment (PPE) at Work Regulations 1992. Wherever possible, risks will be controlled by means other than PPE, However, it is recognised that personal protective Equipment is sometimes the only practical control measure, and at other times it is required in addition to other control measures.

PPE will be selected/amended by:

HSE Manager

PPE supplies will be controlled/ordered by:

Supply chain Coordinator and DCS Contractors.

Managing Contractors

The company recognises that it owes a duty to contractors as well as employees, as stipulated by the Health and Safety at Work etc. Act 1974 Section 3 and the Management of Health & Safety at Work Regulations 1999.

In the first instance, the company will ensure that only competent contractors are selected. From then on, the activities of appointed contractors will be adequately managed.

Competence Checks of contractors will be assessed by:

HSE Manager

Control of Contractors onsite will be:

HSE Manager and Asset Care Manager

Any problems/hazards arising from the activities of contractors should be reported to:

HSE Manager

Information on site hazards/controls/safety rules will be provided to contractors by:

HSE Manager and Asset Care Manager

Welfare Facilities

The company is committed to providing suitable and sufficient welfare facilities to employees, in accordance with the Workplace (Health, Safety and Welfare) Regulations 1992.

Adequate numbers of drinking water, toilets and washing facilities are provided for the number of staff required to use them. Toilet paper, soap and means for drying hands will always be available.

Problems with cleanliness/hygiene standards should be reported to

HSE Manager and DCS Contract Cleaning

Alan Jones.....

Managing Director

15/09/2021