



# GLOBAL HEALTH & SAFETY POLICY

## Health and Safety Policy

### 1. Purpose

This policy outlines FIT Voltaira Group's commitment to preventing accidents, injuries, and illnesses in the workplace and promoting overall well-being. The purpose of this Health and Safety Policy is to provide a safe and healthy working environment for all employees, visitors and contractors in our workplace.

Every employee has the right to feel safe at work, and we adhere to legal standards and international guidelines to create a hazard-free workplace. Our employees are expected to participate in health and safety training, report near incidents and miss cases and comply with workplace health and safety rules.

### 2. Scope

This policy applies to all employees, contractors, visitors, and stakeholders within our organization and at all locations where we operate.

### 3. Policy Statements

#### a) Commitment to Health and Safety

Health and safety of our employees is our top priority, integral to our operations and decision-making processes. We are committed to continuously improving our health and safety performance through regular reviews, training, and adherence to best practices and reducing our health and safety risks. We will extend health and safety measures and initiatives to all our locations.

#### b) Legal Compliance

We are committed to compliance with all relevant health and safety laws, regulations, and standards. Where appropriate, we will exceed legal requirements to ensure the highest standards of health and safety.

#### c) Health & Safety Management System

All country of operations must establish ISO 45001 health and safety management system and maintain certification to prevent incidents and mitigate health and safety risks.

#### d) Risk & Hazard Assessment

We regularly identify, assess and control workplace health and safety hazards and risks and exposure of our workers to these hazards (chemical, electrical, fire, traffic, biological, equipment, fall, etc.) according to the Hierarchy of Controls which include eliminating the hazard, substituting processes or materials, controlling through proper design, implementing engineering and administrative controls, preventative maintenance and safe work procedures, and providing training. We will implement measures to mitigate risks to prevent accidents, injuries, and illnesses associated with tasks, processes and equipment in the workplace and determine actions to prevent incidents and accidents continuously.

#### e) Personal Protective Equipment

In our operation areas, where it is applicable and hazards cannot be controlled through other measures, it is compulsory to



use appropriate and well-maintained Personal Protective Equipment (PPE) for our employees, contractors and visitors, which is specialized clothing or equipment worn by individuals to protect themselves from hazards that can cause injury or illness. PPE is designed to minimize exposure to various workplace risks, including physical, chemical, biological, and environmental hazards.

#### **f) Accident/Incident Reporting**

Our ultimate goal is to have zero accident throughout our operation areas. Policies, manuals, procedures, and instructions must be established to analyze, prevent, manage, track, and report occupational injuries and illnesses in all countries which will include measures to encourage workers to report incidents, classify and record cases, provide necessary medical treatment, investigate incidents, implement corrective actions to eliminate their root causes, and facilitate the return of workers to their duties in line with national regulations.

#### **g) Machine Safety**

Physical guards, interlocks, and barriers shall be provided and regularly maintained where machinery presents an injury hazard to operators. With our machine safety procedures, we aim to guarantee the safety of all employees by providing guidelines for safe operation, maintenance, and use of machinery and equipment.

#### **h) Hazardous Work**

We are committed to the safety and health of all employees by providing guidelines for the proper handling, storage, and disposal of chemical and biological substances in the workplace. Implementation of permit to work system and procedures is mandatory for the hazardous work (working at height, confined space entry, electrical work, etc) in our workplace. Countries of operations will take necessary actions to minimize exposure of our employees to hazardous materials and prevent accidents, injuries, and illnesses.

#### **i) Emergency Preparedness**

We commit ourselves to develop and maintain emergency response plans for various scenarios. As well, we conduct regular emergency drills and training sessions for employees. We also ensure that emergency exits, procedures and equipment is available, functional, and accessible.

#### **j) Fire Protection**

As FIT Voltaira Group, we commit ourselves to measures and practices designed to prevent, detect, and respond to fires, ensuring the safety of people, property, and the environment. We conduct regular inspections to identify potential fire hazards, such as faulty electrical wiring, flammable materials, and blocked escape routes. The storage of flammable materials is always in appropriate containers and away from ignition sources. We regularly maintain electrical systems, heating equipment, and appliances to prevent malfunctions that could cause fires. As well, we keep the environment clean and free of debris that could fuel a fire. Waste materials dispose carried out by safety regulations.

#### **k) Health Monitoring**

As FIT Voltaira Group, we provide occupational health screening and monitoring to our employees and periodically evaluate if our employees' health is being harmed due to occupational exposures. We take gender responsive measures, such as not having pregnant women and nursing mothers in working conditions, which could be hazardous to them



and their child and to provide reasonable accommodations for nursing mothers.

#### l) Health and Well-being Programs

We work on addressing health and well-being initiatives on a global and corporate level and aim to provide them wellness programs. We support mental health through employee assistance programs and stress management resources. We will conduct protective occupational health programs and include educational materials about the risks associated with exposure to workplace health risks.

#### m) Ergonomics

We evaluate exposure of operators to the hazards of physically demanding tasks, including manual material handling and heavy or repetitive lifting, prolonged standing, and highly repetitive or forceful assembly tasks shall be identified, evaluated, and controlled in the workplace.

#### n) Sanitation & Hygiene

We ensure that our employees and contractors working at our workplace have access to clean toilet facilities, potable water, and sanitary food preparation, high standards of food hygiene and individually secured accommodations for storing personal and valuable items storage areas.

#### o) Employee Training and Involvement

We ensure that all employees are informed about and understand this policy. All countries of operations provide comprehensive health, safety, fire and emergency training to employees in a language that they can understand all workplace hazards that they are exposed to and ensure they are competent to perform their duties safely. Training will be given to all employees before they start their jobs and is repeated on a regular basis.

We encourage active participation of all employees in health and safety matters, to report health and safety incidents and near misses. Employees are encouraged to report any health and safety concerns without fear of retaliation.

#### p) Monitoring and Review

We determine and monitor every year key performance indicators to reduce our accidents, incidents and improve our health and safety performance. Our countries regularly conduct internal audits on health and safety issues and the results are reviewed by the country and global management.

### 4. Conclusion

The Health and Safety Policy will be reviewed at least annually or more frequently as required by changes in laws, regulations, or company policy. Any revisions to the policy will be communicated in a timely manner.

Prepared & issued by: Noemi Molnar, Head of Global People & Suna Batu, Head of Global ESG

Authorized by: Martin Weidlich, Managing Director, FIT Mobility GmbH

Date of issue: July 24, 2024

Last Updated: January 2, 2025

