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# Occupational Health & Safety Policy

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## PURPOSE

The purpose of any policy in MEG Offshore Ltd is to clearly state towards all stakeholders, internal and external, how MEG Offshore Ltd governs itself on various important issues. The purpose of the OHS policy is to state the attitude, methods, management and governance on all matters concerning improvement, control, safety and related OHS responsibilities.

## SCOPE

The policy covers all of MEG Offshore Ltd including subsidiaries. It focuses on:

- HSE leadership and management:
  - Top management responsibility
  - Governance
  - Resources
- Risk/Hazard and incident management:
  - Method, tools and responsibility
  - The use of Audits and Management Reviews
  - Emergency Preparedness
- Records, Documentation and Measurements

## GOVERNING DOCUMENTS

### 3.1 Laws

- National Law where MEG Offshore Ltd operates, as reflected in industry and customer demands.

### 3.2 Standards and contracts

Industry standards which require of MEG Offshore Ltd to maintain a management system focused on working with Operational Health, Safety and Security, maintaining a necessary set of good practices (procedures) on leadership, continuous improvement, incident reporting and a proactive/preventive attitude towards hazardous situations or equipment.

Customer requirements, which most often requires of MEG Offshore Ltd to perform or state:

- Site-survey to analyse local environment and requirements.
- Risk analysis

- Risk method statement.
- OHS plan according to local law and best practices wherever and in whatever mode of delivery we operate, reflecting the customers' focus and the particularities of any site.
- Project OHS organisation.

## POLICY

### 4.1 Knowing the risks and hazards

We shall avoid subjecting any person to harm by identifying risks and hazards and by systematically working to reduce risks and remove hazards. We provide efficient training on awareness and ability to manage hazards. We maintain a positive, effective and constructive approach to the physical and psychosocial wellness of all workers.

MEG Offshore Ltd.'s starting point is a company-wide assessment of risks, which is revisited regularly. New input comes from:

- New projects and project risk assessments
- New experiences assessed when entering new environments.
- Hazard and incident reports.
- Audits.

At all times will MEG Offshore Ltd will be working on improvements to the general OHS status.

On projects, MEG Offshore Ltd and the customer know from experience what the most common hazards in the respective work environments are, but local expertise and authority may know even more. Each project and site shall be assessed for hazards and a risk analysis should be created. Various OHS libraries and resources can assist in knowing what to look for and are recommended input. All topics shall be assessed: harm to physical health, psychological health or the general work environment.

Risk assessments, risk management plans and reports are mandatory on every delivery project.

### 4.2 Leadership

Leaders establish unity of purpose and direction of the organisation. Leaders aim to create and maintain the internal work environment in which people can become fully involved in achieving the organisation's objectives, safely. This includes clearly displaying the processes, functional descriptions, responsibilities and supporting with qualified resources. OHS status is reviewed on every regular Board and Management Group agenda.

### 4.3 Involvement of all people

Managers and employees alike are encouraged to address and report any unsafe and hazardous situation they foresee or have experienced. Through a reporting support system, no perceived risk shall go un-assessed. Furthermore, Safety Officers have the authority to stop work if he finds it hazardous and demand a mitigation of the situation or elements of the risk before work continues.

MEG Offshore Ltd will respect and accept no-work orders from customer's site managers and will also demand hazardous situations to be resolved by customers before commencing work.

MEG Offshore Ltd will demand of suppliers that they abide by the same principles.

### 4.4 Systematic approach to management

MEG Offshore Ltd believes in identifying, understanding and managing interrelated processes as a system contributes to the organisation's effectiveness and efficiency in achieving its objectives. High-level processes are in place to oversee effectiveness and level of quality, but also to safeguard regular assessments of the whole system's performance.

We are able to focus effort on the key processes. We should also be able to transfer this confidence to interested parties as to the consistency, effectiveness and efficiency of the organisation.

### 4.5 Continuous improvement

Continuous improvement of the organisation's overall performance is a permanent objective of the organisation. Incident Management is no different, and follows the same principles, uses the same tools and involves employees and management the same way. We employ a consistent organisation-wide approach to continuous improvement and provide people with training in the methods and tools.

We have established goals to guide, measure and track continual improvement and we recognise and acknowledge improvements.

## MEASUREMENTS AND TARGETS

MEG Offshore Ltd.'s Compliance Reference Overview shows the status on each governance system and standard. We have developed efficient targets to manage our standards, exceeding a compliance pass rate. We continuously measure:

- Process performance on OHS matters embedded in production processes.
- Amount and severity of near accidents and incidents
- Turnover, overtime, absence

Regular assessments with immediate actions, but without targets, are made on ergonomics and employee satisfaction.  Reviews are conducted quarterly with representatives from both management and employees.