

Property & Facilities Solutions Ltd (Manufacturing & Automation) Safety, Health, Environment and Quality Policy

Property & Facilities Solutions Ltd, is a wholly owned subsidiary company of the Royal Mail Group. The Manufacturing & Automation part of the business (also trading as Romec Enterprises Ltd and Serious Engineering) holds accredited certification to BS EN ISO.9001, 14001 and OHSAS 18001. This Policy reflects the expectations of our key stakeholders.

Our products and services include:

- **Manufacturing** – the manufacture, design and supply of fabricated products for general engineering and construction industries including fine limit sheet steel works; coded welding, turnkey solutions, electromechanical assembly and testing, installation and powder coating finishing.
- **Automation** – the installation, testing, reconfiguration and commissioning of material handling equipment, machine relocation and modifications/ upgrades to existing equipment; project management and Principal Contractor and Principal Designer responsibilities under the Construction (Design & Management) Regulations.

Our Safety, Health, Environment and Quality Commitment

We are committed to:

- The implementation of policies and processes aimed at preventing:
 - ill health, injury or harm to our employees and key stakeholders;
 - damage to our property;
 - pollution or harm to the environment.
- Providing the highest quality service possible and supporting our customers to achieve business and enhance customer satisfaction.
- Continual improvement of our health, safety and environmental performance and the quality of our products and services.

Our Business Management System

Manufacturing & Automation's business management system has been developed to meet the requirements of BS EN ISO 9001, BS EN ISO 14001, OHSAS 18001 and to meet all statutory, regulatory and other requirements applicable to our work and to the products and services we offer.

Roles and Responsibilities

The Property & Facilities Solutions Ltd senior director and management team are responsible for:

- Development and monitoring of management system objectives
- Ensuring provision of appropriate resources for effective implementation of the management system
- Continual improvement of the business management system, through active stakeholder engagement.

Operational responsibility for complying with the company's policies and procedures lies with line management. All employees must comply with the management system and associated requirements.

Senior managers are responsible for publishing and communicating this policy and the objectives to their part of the business.

This policy is displayed where practical and made available to interested parties.

Signed by Martin Gafsen, Group Director of Property & Facilities Solutions Ltd

Date