

## ENVIRONMENTAL/HEALTH & SAFETY POLICY

### General Policy Statement

In the conduct of its business, Mills Media Limited commits itself to the health and safety of its employees, clients and the public at large.

### Objectives

1. To require all departments to devise and implement suitable safety, health and environmental practices, which comply with overall Company policy
2. To ensure that in all operations over which it has control, the health and safety of its employees, visitors to its premises and so far as is reasonable, the public at large, is properly safeguarded at all times, and legal requirements are met.
3. To encourage the conservation of resources and to safeguard the environment in matters such as water pollution, emissions to the atmosphere and noise, so far as these are under Company control.
4. As appropriate, to make available to employees, clients, the public and statutory authorities, Company information relevant to health, safety and the environment.
5. To ensure, so far as practicable, that when new services and products are being considered, the safety health and environmental implications are taken into account at the initial stage.
6. To seek to ensure that all Company services and products are produced in a manner which safeguards the health and safety of employees, clients and the public at large.
7. To seek to ensure that products supplied by third parties are used, handled, stored, distributed and disposed of in a manner which safeguards the environment and the health and safety of employees, clients and the public at large.
8. To require that all contractors working on Company premises, or under the operational control of the Company, comply with this Policy and that they ensure their sub-contractors do so.
9. To establish appropriate means by which employees can contribute to the achievement of high standards in safety, health and environmental matters.



10. To review the application of this Policy in the light of new knowledge, changing legislation and current public concerns and to ensure implementation of the Policy by carrying out periodic reviews.

## Application of the Policy

The Policy shall apply to the Mills Media offices and their employees at  
2 Morpeth Wharf, Twelve Quays, Wirral, CH41 1LF

## Responsibility

Mills Media Limited is responsible for determining the companies Policy with regard to safety, health and the environment. Mills Media Limited is also responsible for monitoring adherence to the Policy. Any queries relating to this statement should be addressed to the Managing Director at the address stated.

## Compliance

It is in the best interests of the Company and every member of its staff to achieve high standards of safety, health and environmental performance. Compliance with the Policy is therefore a condition of employment, and employees who disobey will be liable to action under the Company's Disciplinary Procedure.

Reviewed – 30<sup>th</sup> November 2009

Andrew E G Mills  
Managing Director