	Document Title	**Environmental, Health & Safety Policy**		
	Doc. Number	GEN-POL-002	Doc. Owner	General Manager
	Author	Angela Byrne	Revision	Rev. 03
	Reviewed by	Angela Byrne	Approved by	Fiona Spillane
	Next Review Date	14/08/2026	Approved Date	14/08/2025

1. Policy Statement

It is the intention of Shorcontrol Safety to provide as far as reasonably practical, a safe and healthy environment for our employees, customers, contractors, and any other people who may be affected by our activities and operations. To this end, we aim to grow to be an industry leader in environmental, health and safety practices through improving our processes and becoming more efficient, to minimise our impact on the environment and provide safe and healthful working conditions. We are committed to providing the necessary support to ensure that the foregoing objectives and principles are fully achieved.

Shorcontrol Safety values and promotes environmental leadership, responsibility, and innovation in the management of all company facilities and activities. Management is expected to provide sound environmental leadership, maintain appropriate records, and demonstrate compliance with programmes, permits and practices. Management will lead the development and implementation of appropriate programmes, policies, audits, monitoring and awareness programmes.

2. Purpose

The purpose of this document is to provide clear guidelines on how Shorcontrol Safety aim to safeguard health, safety and environmental matters in the workplace and our commitment to such.

3. Scope

The scope of this policy applies to relevant legislation as listed in Shorcontrol Safety's legal register, particularly:

- Safety, Health, and Welfare at Work Act, 2005
- Safety, Health, and Welfare at Work (General Application) Regulations, 2007

and it applicable to all employees, representatives, contractors, suppliers, and consultants etc. of Shorcontrol.

4. Definitions

Terms	Definitions
KPI's	Key Performance Indicators are a set of quantifiable measurements used to gauge the company's overall long-term performance. They specifically help to determine a company's strategic, financial, and operational achievement.
Environmental Sustainability	The ability to maintain an ecological balance in support of our planet's natural environment and conserve natural resources to support well-being of current and future generations. It involves making decisions and taking action that are in the interests of protecting the natural world.
Natural Disaster	The negative impact following an actual occurrence of natural hazard in the event that it significantly harms a community. Natural disasters are usually catastrophic events with atmospheric, geological and hydrological origins such as droughts, earthquakes, floods, hurricanes, landslides etc. , that

can cause fatalities, property damage and social environment disruption.

5. General Policy Requirements

5.1 The Environmental, Health and Safety programme must include specific areas of:

- Risk assessment,
- Evaluation and training that at a minimum includes the following:
    - Machinery and equipment safety,
    - Incident and accident management,
    - Personal protective equipment (PPE),
    - Emergency preparedness,
    - Fire protection,
    - Ergonomics,
    - Mental health/stress,
    - Industrial hygiene,
    - Handling of hazardous substances,
    - Noise,
    - Working at heights,
    - Confined space.

5.2 The following principles are fundamental to achieving the foregoing objectives:

- To comply with and exceed where possible, all applicable health, safety and environmental laws and regulations and to conform to internal standards based on generally accepted environmental practices and established industry codes of practice.
- To regularly evaluate and monitor past and present business activities impacting on health, safety, and environmental matters.
- To improve the efficient use of natural resources, including energy and water where possible.
- To minimise waste streams and waste output including paper and general waste.
- To reduce workplace injuries and incidents.
- To reduce ergonomic and manual handling risks in the workplace,
- To reduce physical and natural disaster risks in the workplace.
- To implement environmental sustainability targets (KPI's) in order to measure and monitor improvements. These targets will be set by senior management and communicated to all relevant stakeholders on a regular basis and revised to reflect current conditions.
- To ensure that a systematic review program is implemented and monitored at all times to achieve continual improvement in health, safety, and environmental matters and zero accidents and environmental incidents.
- To ensure that adequate reports on health, safety, and environmental matters are presented to the board of directors at a minimum of once per year.

6. Responsibilities

Employee Title/Classification	Responsibility
Directors, Top Management & Senior Management	To ensure the necessary resources are available within the organisation for the implementation of this policy. To ensure the contents of this policy are implemented effectively. To investigate and act upon any breaches or violations which may arise or be reported from individuals citing behaviour related to this policy.

Employees/ Staff/ Instructors/ Sub-contractors	To adhere to the requirements set out in this policy. To report any breaches or violation of this policy to top/senior management for investigation and resolution.
Learners/ Delegates	To adhere to the requirements set out in this policy. To report any breaches or violation of this policy to instructor/employees/staff for investigation and resolution.

7. Enforcement

Employee Title/Classification	Responsibility
General Manager	Has the discretion of determining the repercussion on the discovery of any member of staff, tutors, managers, visitors, or subcontractor's unacceptable behaviour related to this policy. Has the discretion of determining the repercussions on the discovery of a manager or assigned responsible personnel's failure to enforce or follow this policy or its procedures.
Managers and Heads of Departments	Has the discretion of determining the repercussions on the discovery of any subordinate or learner's unacceptable behaviour related to this policy.

8. Related Information and Documents

Document ID	Title
External resources	https://www.hsa.ie/eng/legislation/acts/safety_health_and_welfare_at_work/ https://www.citizensinformation.ie/en/employment/employment_rights_and_conditions/health_and_safety/health_safety_work.html https://healthservice.hse.ie/staff/health-and-safety/health-and-safety-legislation/ https://www.hsa.ie/eng/legislation/regulations_and_orders/general_application_regulations_2007/ https://www.citizensinformation.ie/en/environment/environment_and_the_law/eu_environmental_law.html
OHS-MAN-001	Safety Policy Statement
OHS-MAN-002	Scope of the OHSMS
OHS-REG-001	Legal Register

9. Policy Review

This policy shall be reviewed when:

- There is a change of General Manager at Shorcontrol Safety.
- There is a change in any of the related policies or procedures found in section 8. *'Related Information & Documentation'* of this document.

- As prescribed in Shorcontrol Safety's policy and procedure review schedule.
- As determined or requested by the General Manager at Shorcontrol Safety.

Revision Date	Author with Title	Description
03/03/2023	Angela Byrne, QHSM	Initial draft and release of policy.
14/08/2023	Angela Byrne, QHSM	Update of 'Related documents & Information' section.
31/07/2024	Angela Byrne, QHSM	Review – no changes.
14/08/2025	Angela Byrne, QHSM	Inclusion of Legal register and documents in section 8.