HEALTH AND SAFETY POLICY

Policy aims:

Q3 Facilities Holdings Limited (Q3) (including all subsidiary companies such as Q3 Services Group Limited, Q3 Security Limited, Q3 Grounds Services Limited, Q3 Technical Services Limited and Q3 Services (CI) Limited) are committed to providing a workplace where our people and our stakeholders are free from harm and their well-being protected.

We are committed to providing solutions to our risks in a positive way thereby making lives better, safer and healthier for people.

This policy is issued in accordance with the Health and Safety at Work etc. Act 1974, the Management of Health and Safety at Work Regulations 1999 and supporting UK health and safety legislation all other applicable UK health and safety legislation.

In addition to meeting the requirements of all applicable legislation we will continuously improve the way we operate in line with emerging technology and knowledge take reasonably practicable steps to continually improve our health and safety management arrangements, in line with emerging technology, industry guidance and best practice.

We will provide and implement industry leading standards appropriate standards across our contracts that protect the environment in which we operate, our employees, our customers and other affected parties.

Engagement:

The continuing development of a positive culture depends on the involvement of all our employees and stakeholders. Therefore, engagement with our people, our clients and contractors will be an integral part of how we do business, whereby we openly communicate with our people and allow them to raise any concerns and then address these.

Our culture is one where Zero injuries and harm is the norm, and we are committed to reducing risk so far as is reasonably practicable across all our contracts.

Q3 will consult with employees on health and safety matters either through recognised safety representatives or elected employee representatives, in accordance with the Health and Safety (Consultation with Employees) Regulations 1996.

The Board of Directors will be informed of significant health and safety matters, and we will ensure suitable procedures and processes are in place including performance, incidents, and areas of material risk, and will ensure suitable arrangements are in place to manage health and safety effectively.

Responsibilities:

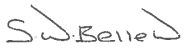
The organisation will enforce that require all managers, employees, contractors and relevant third parties to take health, safety and well-being seriously.

They are to lead by positive example, and it is their responsibility to ensure our people are trained to work safely and support the aims of this policy by being engaged and motivated to work safely and not create unnecessary risks for others or the environment.

We require all incidents to be reported in a timely manner that allows us to search out learning lessons to enable investigation, learning, and continuous improvement, and to ensure statutory reporting requirements are met where applicable.

This policy will be reviewed annually, and any changes will be communicated to our people.

Health and safety management throughout our group is the responsibility of all us, our employees, our contractors and suppliers and we will work together to support our aim of developing an open and transparent culture where safe and healthy working is part of everything we do.



Stuart Bellew
Chief Operating Officer
1st April 2026

Roles and Responsibilities for Health and Safety

High standards of health and safety management and performance can only be achieved by good management and positive leadership. This section of the policy sets out who is responsible for the specific actions to manage health and safety.

Chief Operating Officer

The Director with responsibility for health and safety is Stuart Bellew. He will establish a safety management system that includes policies and procedures for the management of health and safety throughout Q3 Group.

To meet these responsibilities, he is to be assisted a senior management team and additional health and safety support is provided by internal QHSE Manager.

Senior Managers will ensure that;

- Adequate resources (including time, people and finance) are provided for the management of health and safety across the areas and contracts they are responsible for.
- Health and safety risks are identified, assessed, controlled and monitored, in accordance with the Management of Health and Safety at Work Regulations 1999.
- They engage with employees on all matters concerning health and safety, providing appropriate information, instruction, training and supervision, and seeking employee input into developing practical solutions.
- Incidents, near misses and dangerous occurrences are reported, investigated and reviewed.
- Health and safety performance is included within contract, operational and management review meetings.

Employees are required to:

- Take reasonable care of their own health and safety and that of others who may be affected by their acts or omissions at work.
- Follow company health and safety arrangements and procedures, along with any client or site-specific requirements.
- Use work equipment and personal protective equipment in accordance with training, manufacturer's instructions and relevant legislation.
- Report accidents, incidents, near misses and hazardous situations promptly.
- Inform their line manager of any physical or mental condition that may affect their ability to work safely, so that appropriate support or adjustments can be considered.

Arrangements for carrying out the General Health & Safety Policy

This section of the policy details how Q3 will manage health and safety.

Behaviour and Culture

The organisation will in an integrated way with our employees, clients, other contractors so that improvement in health and safety is a collaborative effort. The senior management team will demonstrate leadership and ownership in health and safety management and practice. They will undertake site safety tours that identify, assess and manage all health and safety issues. The organisation empowers our teams to stop work in any situation that could affect their health and safety of themselves or others if they have immediate serious health and safety concerns and then discuss these with their manager.

Hazard identification, Risk Assessment and Management

Q3 will review all work activities to identify hazards and assess risks and will implement control measures to eliminate or reduce risks so far as is reasonably practicable.

Risk assessments will be recorded where required, reviewed regularly, and updated following incidents, changes in work activities, or changes in legislation.

Health and Safety Training & Competence

All our people and contractors will have the competence to carry out their work in a safe and effective manner. Our employee will be trained to work safely. This will include the health and safety issues that affect them and the safe working practices that should be followed. We will ensure those contractors and suppliers that operate on our behalf are also appropriately trained and hold any required certifications.

Engagement on Health and Safety

Q3 will communicate, consult and engage with our employee, our clients, suppliers and contractors on all relevant health and safety matters. We will engage with our employees in promoting our culture and developing improvements in the way we manage health and safety. We will engage and communicate in an open and transparent way.

Workplaces and Welfare

Senior managers will arrange for all workplaces used by the company to be assess for potential hazards and risks. They will work with the clients to provide suitable welfare facilities for all its employees. These will include toilets and access to drinking water and facilities to eat.

Monitoring and measuring our performance

The organisation will actively and openly, review and report on our health and safety performance against our objectives and targets.

Improvement plans will be implemented to support the delivery of these objectives, and performance trends will be reviewed by senior management.

Hazardous Substances

The organisation will work with our suppliers and look to use substances that are not classified as hazardous under the COSHH Regulations. All substances will be subject to a COSHH assessments along with suitable and sufficient training and the required controls will form part of the safe working

practices. Where health surveillance is required expert occupational health advice this will be sought from an external company.

Personal Protective Equipment (PPE)

The organisation will ensure that identified Personal Protective Equipment is worn correctly and monitored at all times during the tasks. Q3 will provide Personal Protective Equipment as identified in the risk assessment along with training in its safe use and storage. Our employees must wear this equipment and should store it safely when not in use. Employees must report and concerns with this as soon as possible including damage or loss.

Work Equipment

Site managers and supervisors will ensure that all work equipment is fit for purpose, correctly maintained, used and stored as not to give rise to any health and safety issues or concerns.

First Aid

First Aid provision will be available on each contract unless it has been agreed with the client that our employees can use their facilities. Senior Managers will ensure our employees know who the nominated persons will be responsible for first aid treatment are.

Fire Prevention

Senior managers will work with our clients to ensure a fire risk assessment has been carried out on the work area. The requirements of this will be communicated to our employees along with details of the fire alarms, evacuation procedures, testing and practice drills. Muster points will be clearly identified. Fire safety equipment will be regularly checked and maintained.

Accidents, Incidents and near miss reporting

All staff will report accidents, incidents, near misses, damage and work-related ill health promptly. Where an incident is reportable under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR), this will be reported to the Health and Safety Executive by the appointed competent person, via the HSE online reporting system.

Emergency situations-Health and Safety Concerns

In the case of serious and imminent danger employees are to stop work and notify their Line Manager and where applicable the client. All our employees are empowered to stop work immediately if they have any health and safety concerns.

Sub-contractors and Suppliers

An assessment on all Subcontractors and suppliers will be made before commencing any work for. This will be to ensure they support our health and safety aims and they manage the health, safety and well-being of their employees and clients effectively.

Review

Q3 will regularly review the contents of this document to identify any changes that may be needed to It and these will be communicated to all its stakeholders.

S.W.Bellew

Stuart Bellew
Chief Operating Officer
1st April 2026