

# Oxford Instruments plc

## Health & Safety Policy Statement

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Oxford Instruments will, in meeting its commercial objectives and the needs of its customers, aim to achieve and maintain a high standard of health and safety for all its staff and others that are involved in, or affected by, its activities. Oxford Instruments recognises that commitment to a high level of safety makes good business sense, and acknowledges that health and safety is a business function that must continually develop and adapt to change. Oxford Instruments will therefore provide so far as is reasonably practicable a safe workplace and working environment which will extend to the workplace of our occupational drivers. **All sites and employees have a moral and legal duty to comply with local and national legislation and failure to do so is unacceptable. There are no acceptable reasons for the existence of an unsafe work environment, including lack of resources.** The application of safe working practices and the active co-operation of employees, visitors and sub-contractors will help us to achieve this.

Oxford Instruments' approach to health and safety is based on the identification and control of risk. This will be supported at each site by a structured health and safety management system. A positive safety culture within the Company will be actively encouraged and supported by executive management. It will provide an environment for all employees that encourages achievement of health and safety objectives and continuous improvement in the performance of the health and safety management system. Oxford Instruments will also ensure that new products are designed to comply with all relevant safety standards to ensure customer safety.

This policy will be reviewed annually by senior management and the Board to ensure that its objectives continue to be relevant to the business and that those objectives are being met by all sites.



Jonathan Flint  
Chief Executive  
January 2011



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- 1. The responsibility for implementation of this policy rests with the members of the senior management team, who will ensure through effective leadership that the policy is deployed across all Company sites.*
- 2. The successful implementation of the policy requires total commitment from all levels of employee, from senior management down to the shop floor.*
- 3. Managing health and safety issues is an integral part of our management role and function, and we will monitor performance of our managers through the annual health and safety audit process.*
- 4. Every employee within the Company has a responsibility for their own health and safety as well as for that of others who may be affected by their work or behaviour.*
- 5. We will assess the risks of all potentially hazardous tasks and take action to reduce or eliminate the identified risks. Employees are expected to notify their manager, team leader or safety representative of any hazards, accidents, near misses or unsafe working conditions as and when they may arise.*
- 6. We will investigate all serious accidents, incidents, dangerous occurrences and cases of work related illness and take appropriate action to prevent recurrence.*
- 7. We will comply with all applicable laws and other requirements in carrying out our activities. Wilful failure to comply with local or national legislation will be treated as a disciplinary issue. There are no acceptable reasons for an unsafe work environment, including lack of resources.*
- 8. All employees must co-operate with management to enable all statutory duties to be complied with. Competent people will be appointed to assist us in meeting our policy and statutory duties, which may include outside specialists if required.*
- 9. The health and safety management system will be utilised to control and manage identified risks and to improve health and safety performance year on year.*
- 10. We will set key objectives and performance targets within each site that can be measured and assessed, reporting results in a clear and consistent way both internally and externally.*
- 11. We will provide such documentation, information, instruction, training and supervision as is necessary to ensure a safe workplace, effective implementation of the health and safety management system and compliance with relevant legislation.*
- 12. Continuous improvement in health and safety performance is expected from all Oxford Instruments' sites and employees. The executive management of each site will carry out regular reviews to ensure that these objectives are being achieved*
- 13. Where products or processes are brought into Oxford Instruments by virtue of acquiring another Company Oxford Instruments will conduct detailed safety assessments of these products and processes.*

