Health and safety policy

Owner: the Director **Last reviewed:** November 2026

Review cycle: at least annually

Statement of intent

Komos Solutions Ltd (“the Company”) is committed to providing a safe and healthy working environment for anyone working for the Company and for anyone affected by its work, in line with the Health and Safety at Work etc. Act 1974 and related regulations. The Company publishes this policy as good practice.

Responsibilities

The Director has overall responsibility for health and safety, including carrying out and reviewing risk assessments. Everyone working for the Company must take reasonable care of their own health and safety and that of others, follow this policy and report hazards, accidents and near misses.

Arrangements

Office and home working

- Display screen equipment (DSE) workstation assessments are carried out, and suitable equipment is provided.
- Regular breaks from screen work are encouraged.
- Electrical equipment is kept in good condition and checked visually before use.

Client sites

- Anyone working on a client site follows the client's site rules, inductions and emergency procedures.
- Work in data centres, communications rooms or other technical areas is planned in advance, with hazards such as electrical risks, manual handling and working at height assessed.
- Lone working is planned, with arrangements for keeping in contact.

Travel

Travel for work is planned to avoid excessive driving hours. Anyone driving for work must hold a valid licence and use a roadworthy, insured vehicle.

Wellbeing

The Company recognises the importance of mental health and wellbeing and aims to keep workloads reasonable.

Accidents and reporting

Accidents and near misses are recorded. Incidents that must be reported under RIDDOR are reported to the Health and Safety Executive.

Insurance

The Company holds employers' liability and public liability insurance.

Review

This policy and the related risk assessments are reviewed at least annually and after any significant incident or change in activities.

Komos Solutions Ltd, registered in England and Wales, company number 09084109. Registered office: 3 Westmead Drive, Newbury, Berkshire, RG14 7DJ.