

Our Health & Safety Policy

When working in our clients' or suppliers' premises (ie studios) we are covered by their health and safety policies and their public indemnity insurances. The validity of this status is always checked and verified before every project.

We are committed to the highest standards of excellence in our operations. This implicitly means accepting responsibility for health and safety during work in the field, including clients outside their own premises, colleagues and others who may be affected by our activities.

This health and safety policy will be signed, and a copy retained by every associate/colleague involved in a project.

This health and safety policy will be reviewed annually in December.

It will be invoked at the first and all appropriate subsequent planning/production meetings, to ensure health and safety considerations are integral to the project:

- Where we use clients' premises or third-party facilities such as studios, conference rooms etc, we will require evidence of their own health and safety policies and provisions as well as proof of their public liability cover before commencing operations.
- Each associate/colleague involved in a project will be expected to identify and assess aspects of health and safety of that particular project and advise all other people involved, both on a strategic and immediate basis.
- As required by the Management of Health and Safety at Work Regulations and other regulations, no work shall be undertaken outside of clients' own premises unless suitable and sufficient assessment of risk has been carried out by the appropriate person, taking advice from any on-site specialists.
- All associates/colleagues will undertake to maintain work vehicles in a safe and legal operating manner, compliant with all relevant laws, with full respect for environmental considerations.
- All associates/colleagues will acquaint themselves with safest practice for lifting and operating heavy equipment (courtesy the A-Plant Site Safety pack).
- On location, all crew members will adopt a common sense approach to health and safety, including aspects such as covering up cabling,

protecting hot lights etc. All required safety gear will be used (hard hats, high-res clothing).

- Where we involve guests or members of the public in productions, we will ensure their comfort as far as possible, including warmth, seating and refreshments.
- Every crew will carry at least one approved first aid kit.
- Before shooting, the location of the nearest A&E department will be advised to the crew director.
- We will maintain a regular liaison on matters of health and safety which have general impact or joint effect on both organizations.