

## INTRODUCTION AND OVERVIEW

### Safety, Health, Environmental and Quality Management System

1. Coombes Forestry Limited (COOMBES) specialise in services in the forestry, rail, utility and minor civil industries in the sectors of vegetation maintenance/management & tree surgery; timber harvesting; forestry, planting, felling, fencing, spraying, general forest maintenance, rail work and minor civil engineering works (maintenance and repairs to brickwork, blockwork, steelwork, concreting, timber replacement, earthworks, structures, drainage and resurfacing) in the UK.

The Company is committed to the maintenance and preservation of trees.

COOMBES provide a fully insured professional service and has the capacity to undertake substantial contract work as well as smaller private jobs and is a Principal Contractor for Network Rail.

The Company has been established since 2001 although we have over 25 years of experience in the forestry and vegetation management industry and, as such, offer an expert and reliable service.

2. COOMBES have a safety, health, environmental and quality management system in place to ensure that it provides a high quality and safe service to its clients and customers at all times. The management system will be developed as the company grows and will continue to change as circumstances dictate, although its goal remains the same: to deliver a service that our clients and customers want and demand, and the protection of our employees, the environment and anyone affected by our activities.

The safety, health, quality and environmental management system comprises:

- Health & Safety Policy
- Sustainability Policy
- Quality Policy
- Living Wage Policy
- Environment Policy
- Hours of Work Policy
- Work Safe Policy
- Working at Height Policy

- Driving Standards at Work Policy
  - Safe Loading Policy
  - Fuel & Tyre Policy
  - Flu/Pandemic Policy
  - Ethnic Diversity Inclusion Policy
  - Biosecurity Policy
  - Training Policy
  - Safety Culture Policy
  - Drugs and Alcohol Policy
  - Working from Home Policy
  - GDPR Policy
  - Social Value Policy
  - Modern Slavery & Human Trafficking Policy
  - Volunteer Policy
  - Data Protection Policy
  - SHEQ Targets and Objectives
  - Legal Register
  - Aspects & Impacts Register
  - Organisation Chart
  - The Company Procedures and Forms
  - Lone Working Policy
  - Control of Bribery Policy
  - Corporate & Social Responsibility
  - Organisation Chart
  - The Company Procedures and Forms
  - The Summary of Key Responsibilities
3. The purpose of the company Policies and Procedures is to provide information and guidance for COOMBES personnel on what needs to be done to comply with the requirements of the Company's safety, health, environmental and quality management system.
4. The safety, health, environment, quality and discipline specific policies outline the Company's commitment and overall approach to safety, quality and environmental management.
5. The procedures cover the main activities and services provided by COOMBES. Each procedure consists of:
- A definition of the policy of the procedure
  - Description of the purpose of the procedure
  - Documents relating to the procedure
  - Responsibilities and Scope
  - Method

6. The provisions and contents of the company Policies and Procedures apply to all aspects of COOMBES activities.

This policy will be regularly reviewed (minimum annually).

Signed on behalf of Coombes Forestry Limited

A handwritten signature in black ink, appearing to read 'Shane Coombes', written in a cursive style.

Managing Director – Shane Coombes

June 2021