

Human Factors Policy

Introduction

P&G Blacksmiths and Fabricators are committed to protecting the health, safety and welfare of our employees. The Company recognises that workplace stress is a health-and-safety issue and acknowledges the importance of identifying and reducing workplace stressors.

This policy will apply to everyone in the company. The Managing Partner is responsible for implementation of this policy and for providing the necessary resources to support such implementation.

Definition of Stress

The HSE defines stress as 'the adverse reaction people have to excessive pressure or other types of demand placed on them'. This makes an important distinction between pressure, which can be positive if managed correctly, and stress, which is likely to be detrimental to physical or mental health if it is prolonged.

Statement of Intent

This Company will:

- conduct risk assessments to identify all workplace stressors and eliminate or control the risks from stress. These risk assessments will be regularly reviewed;
- consult with workforce on all proposed action relating to the prevention of workplace stress;
- provide training for supervisors/chargehands in good management practices;
- provide confidential counselling for staff affected by stress caused by either work or external factors;
- provide adequate resources to implement the company's agreed stress management strategy.

Responsibilities

The Managing Partner, supported by his Supervisors, will:

- conduct and implement recommendations of risks assessments within their area;
- ensure good communication between management and the workforce, particularly where there are organisational and procedural changes;
- ensure staff are fully trained to discharge their duties;
- ensure staff are provided with meaningful developmental opportunities;
- monitor workloads to ensure that people are not overloaded or underutilised;
- discourage work-related contact with staff outside normal working hours or whilst on holiday;

- monitor working hours and overtime to ensure that staff are not overworking; monitor holidays to ensure that staff are taking their full entitlement;
- ensure that bullying and harassment is not tolerated anywhere within the Company;
- be vigilant and offer additional support to a member of staff experiencing stress outside work, e.g. bereavement or separation.

Employees will:

- raise issues of concern with line supervisors in the first instance and, if felt necessary, will elevate the issue directly to the Managing Partner through the Company "Open Door" Policy;
- take an active part in the process of assessing the risk, eg completing surveys or providing honest feedback when requested;
- accept opportunities for counselling when recommended.

Signed by Managing Partner:



Date: 16 October 2025