# Business Policy 

(Safety, Health, Environment, and Quality - SHEQ)

## Policy Statement

bts Group endeavours to maintain an effective quality, environmental, health and safety policy across the organisation.

This helps to improve business performance by reducing incidents and injuries, by protecting the environment, and by minimizing unplanned losses and liabilities.

To provide the necessary supporting structure and to assist with the creation of appropriate processes, we have business management systems that meet the requirements of ISO9001, ISO14001, and ISO45001. We also hold Achilles UVDB Verify B2 certification.
bts Group Ltd is committed to providing safe and healthy working conditions for the prevention of work-related injury and/or ill health.

We are committed to eliminating hazards withing the workplace and minimizing Occupational Health and Safety risks.

We will consult and ask for the participation of our workforce at all levels of the organisation in the development, planning, implementation, performance evaluation and improvement actions of the Management Systems.

The scope of our certification includes the provision of:

- tree care, arboriculture, maintenance services
bts excludes Clause 8.3 Design ISO9001:2015 as this requirement is not undertaken by the organisation.

We satisfy customers by continually improving processes and services to ensure they meet our customers' current and future expectations, and by meeting our compliance obligations to them.

Our management policies and processes are well defined and communicated throughout the Group.
As an organisation, we set objectives and targets to measure our performance for quality, safety, and environment.

As an organisation we are committed to preventing pollution using appropriate control measures, maintaining, and ensuring our legal compliance through audit, inspections, and our legal register.

We are committed to meeting our statutory, regulatory and client requirements by regular review of our legal registers and ongoing meetings with our customers.

We will identify and action non-conformances as part of continually improving the Management Systems.

We measure and monitor:

## LTI rate

- To ensure that our direct staff, subcontractors, and other third parties are kept safe and remain so
- Reported monthly - internally and externally to our major clients
- Measurement is an indication of our business risk with regard to our reputation in the marketplace


## Emissions through fuel usage

- To seek to minimise the environmental impact it causes
- As a business objective, it will assist us in achieving cost reduction across the organisation aiding our financial stability


## Waste

- To reduce waste to landfill and so minimise our environmental impact
- Because it highlights opportunities to review business processes
- It has financial implications for the business


## Competence of staff

To ensure they are trained for the activities they undertake
Monitored monthly to ensure their safety, that they are authorised to work for our clients, and that they possess the skills to work efficiently.

The commitments, objectives and intentions within this document are reviewed and monitored through our monthly board meetings and as part of our management review process.

As Managing Director, I, with the support of my directors and managers, accept the responsibility of ensuring the implementation and development of this policy and all health, safety, environmental and quality matters.

I will ensure that this policy is reviewed as a minimum annually and that it reflects changes in organizational structure, statutory requirements, or any other significant factor.

Any breaches of this policy will be dealt with under the company Disciplinary Procedure.

Signed:



Halley McCallum
Managing Director

## Review history

| Issue | Amendment | Reviewed by | Date | Approved <br> for use date |
| :---: | :---: | :---: | :---: | :---: |
| 2 | -Time period extended to Jan 23- <br> April 24 in line with RSK | Hal McCallum | $23 / 01 / 24$ | $26 / 01 / 24$ |
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