

Occupational / Workplace Health and Safety Policy

1. Overview and Purpose

Our Occupational / Workplace Health and Safety Policy help us preserve the best possible work conditions for our employees. Every employee has a right to feel safe at work. Our company is committed to follow legal standards and create a hazard-free workplace.

2. Scope

This policy applies to all EFD employees (permanent, contract and temporary), contractors, consultants and all other workers in the company and its subsidiaries, including all personnel affiliated with third parties.

3. Policy

3.1 Preventative action. Preventative action is any action we take to avoid injuries or illness related to workplace conditions. Risk assessments and job hazard analysis shall be conducted periodically to discover what is likely to harm our employees and corresponding preventative measures shall be established accordingly.

3.1.1 Potential threats and dangerous situations shall include but are not limited to:

- Performing tasks on heights.
- Operating dangerous equipment.
- Slippery or uneven surfaces.
- Electrical infrastructure.

3.1.2 Preventative measures shall include but are not limited to:

- Safety precautions in place when employees work in dangerous contexts or locations.
- Usage of safety equipment, eg protective gear, uniforms, goggles etc is obligatory.
- Equipment and infrastructure are inspected regularly.
- Training sessions in health & safety standards and procedures.

3.2 Emergency management. Emergency management refers to our plan to deal with sudden catastrophes like fire, flood, earthquake or explosion. These depend on human error or natural forces. Our emergency management include but are not limited to the following provisions:

- Functional smoke alarms and sprinklers that are regularly inspected.
- Leakages and damages are regularly inspected and repaired.
- Conduct fire drills and emergency evacuations periodically.

- Fire extinguishers and other fire protection equipment that are easily accessible.
- Fire escapes and safety exits that are clearly indicated and safe.
- Fully-stocked first-aid kits at convenient locations.

3.3 Additional Measures. Our company keep abreast of changes and strive to promote health and safety actively. If required, our company may also consult experts or insurance representatives to ensure it complies with local and international standards. We strive to:

- Update our policy according to changes in occupational health and safety.
- Analyze past incidents to discover what went wrong.
- Establish clear procedures for accident reporting.
- Revise our work procedures to make them safer.

4. Policy Compliance

4.1 Compliance Measurement

The Group will verify compliance to this policy through various methods, including but not limited to business tool reports, internal and external audits, and feedback to the policy owner.

4.2 Exceptions

Any exception to the policy must be approved by the policy owner in advance.

4.3 Non-Compliance

An employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment. We may take legal action in cases of any unlawful behavior.