



Health & Safety Policy

1. POLICY STATEMENT

Datalink Electronics Ltd recognises its legal duty of care to protect the health, safety and welfare of its employees and all others who may be affected by its activities.

The Company is committed to providing and maintaining a safe and healthy working environment, preventing injury and ill health, and continually improving its health and safety performance as an integral part of its business operations.

2. PURPOSE

The purpose of this policy is to:

- Define the Company's commitment to health and safety
- Ensure compliance with relevant health and safety legislation and regulations
- Promote safe working practices across all business activities
- Protect employees, contractors, visitors, and others from harm

3. SCOPE

This policy applies to:

- All employees, including Directors and Managers
- All business activities undertaken by the Company
- Contractors, visitors, and any other persons affected by Company operations

4. OUR HEALTH AND SAFETY COMMITMENTS

Datalink Electronics Ltd is committed to:

- Complying with all relevant health and safety legislation, regulations, and approved codes of practice
- Maintaining a safe workplace, including safe access to and egress from all work areas
- Identifying, assessing, and controlling health and safety risks arising from work activities
- Providing and maintaining equipment and systems of work that are safe and without risk to health
- Ensuring the safe use, handling, storage, and disposal of articles and substances
- Maintaining a clean and well-organised workplace and implementing appropriate measures to control risks, including the spread of infection
- Ensuring contractors working on Company premises follow safe systems of work and employ competent personnel
- Ensuring waste is disposed of safely and responsibly in accordance with relevant requirements
- Providing appropriate information, instruction, training, and supervision
- Consulting with employees on health and safety matters and encouraging active participation
- Ensuring accidents, incidents, and near misses are reported and investigated where appropriate
- Monitoring and reviewing health and safety performance to drive continual improvement

5. HEALTH AND SAFETY OBJECTIVES AND MONITORING

The Company will establish and periodically review health and safety objectives to support continual improvement. Performance will be monitored to support continuous improvements through:

- Risk assessments and control measures
- Incident and accident records
- Workplace inspections and audits
- Compliance with legal requirements





6. RESPONSIBILITIES

Employees must:

- Comply with this policy and follow safe systems of work
- Take reasonable care of their own health and safety and that of others
- Use equipment and substances safely and in accordance with training
- Report accidents, incidents, hazards, and near misses promptly

Managers must:

- Ensure effective implementation and adherence to this policy
- Conduct and review risk assessments
- Ensure employees receive appropriate training, information, and supervision
- Investigate incidents and implement corrective actions
- Promote health and safety awareness within the business

7. CONTINUAL IMPROVEMENT

Datalink Electronics Ltd is committed to continual improvement in its health and safety performance through:

- Business processes and operations
- Health and Safety objectives and controls
- Compliance with legislation and recognised best practice

8. MONITORING AND REVIEW

This policy will be reviewed annually to ensure it remains effective, compliant with legal and regulatory requirements, and aligns with business needs, health and safety best practice.

NAME: Mariam Smith

SIGNED: *Mariam Smith*

POSITION: Managing Director

DATE: 01/04/2026

