

# COMPANY POLICY

## WORK SAFE

Instalcom acknowledges that all employees operating across multiple sectors in civil engineering, utilities and rail has the right to decline to carry out work if they feel it is not safe to do so.

Any situation which leads to an individual refusing to work for health and safety reasons shall be reported to:

- The senior person on site immediately and, in the event of a mutually acceptable solution not being agreed at site level,
- The Head of SHEQ Operations or (in their absence) the Managing Director who shall undertake a review and their decision will be final.

All instances of persons refusing to work on the grounds of health and safety shall be reported and investigated in accordance with the company's incident and accident reporting process.

Instalcom will not discipline, discharge, suspend, lay off or demote an employee or impose any financial or other penalty on an employee who invokes this Policy.

For and on behalf of The Board of Directors:



Signed.....Date: 03/01/22  
**Vince Bowler - Managing Director**

