

2.3.1 Working conditions and HSE policy statement

Declaration of intent

The management of Holland Hydraulics B.V. hereby declares to want to achieve and maintain a care system for health, safety and environment, with the aim of demonstrating the involvement and responsibility of our company with respect to health, safety and environmental aspects to all parties involved with our company (such as employees, clients, suppliers and (governmental) authorities).

Policy statement

Through organisation and procedure, our company aims to prevent and eliminate all unacceptable risks that cause bodily injury (in any form), pollution and material damages, insofar as dangers are inevitable. In doing so we will, on the one hand, strive to eliminate the danger at its source to rule out risks. On the other hand, we strive to prevent injury and damages through provision of devices (such as personal protection equipment), information and instruction, and adjusted methodology where necessary.

For this purpose, our company will follow the statutory regulations and standards, and support the above through an HSE system recorded in our manual. Our company also continues the SCC**-certification for our service and installation activities.

Our HSE policy is aimed at and will be realised by:

- The working with a Working Conditions organisation and structure with which good cooperation with consultative bodies and specialists is possible.
- The inventorying of (potential) risks at execution of activities and tasks.
- The motivation of all employees to realise awareness with respect to health, safety and environmental issues.
- The free provisioning and maintaining of personal protective equipment, the use of which is recommended if not mandatory for certain activities.
- The use of accident procedures, registration and analysis with the ultimate goal of taking preventative measures to prevent recurrence.
- The informing and instructing of both our existing and new employees (including agency personnel) and, where relevant, third parties, in the area of health, safety and environment.
- The incorporating of relevant health, safety and environmental aspects where possible in our negotiations with our suppliers and clients, as well as searching for alternatives to risk-posing substances and equipment.
- The continual supervision of compliance with the working conditions law and other relevant laws and regulations, this through function-related Hazard Identification and Risk Assessment/TRA and LMRA/workplace inspections with respect to service and installation activities carried out by Holland Hydraulics B.V.
- The recording of the tasks, responsibilities and authorities with respect to safety, health and environmental aspects in our organisation.
- The calling on health and safety experts in case there is doubt regarding the way of working and/or the circumstances in which the work is carried out.

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Our policy aims to achieve:

- Measures to prevent bodily injury, damage to the environment and material damage for both employees and third parties;
- No (0) accidents resulting from work carried out by our employees or the circumstances in which the work is carried out.*
- Continuous improvement in the areas of health, safety and the environment;
- The setting of safety priorities in the business operation.

Execution of the HSE policy

Tasks and responsibilities

The main responsibility for the fulfilling of working conditions and HSE tasks lies with the directory board. The directory board will charge the direct managers with co-responsibility regarding these tasks. To that end, the necessary organisational actions will be taken, one of which is written record. The directory board also acts in the capacity of health and safety officer, and is supported in this respect by an expert (including a head safety expert).

Behaviour and supervision

The employees are pointed to their responsibilities regarding the abiding of necessary caution and care to avoid danger to themselves and others. This also includes the compliance with procedures, rules and/or regulations regarding working conditions. The direct managers are responsible for the supervision thereof and can apply sanctions to force employees to work more safely. The sanctions are determined in consultation with the employees, and are communicated to every employee (see Sanction policy).

Consultation and cooperation

Working conditions and HSE topics will be regularly discussed with the relevant employees. In the frame of the statutory participatory decision-making, this participation will be effectively performed through consultation. Because participation carries responsibilities for employees and because awareness regarding working conditions requires improvement, information and instructions to employees should to be encouraged as much as possible.

Control measures

Furthermore, each individual will need to be convinced that consequent working conditions and HSE care ultimately contributes to improved operating results. The company is thus willing to provide the necessary resources (e.g. time and money), workplace layout and personnel. This will be in relation to and in equilibrium with the other developments in the company and branch.

The present dangers to health, safety and well-being in combination with the nature of the work will be removed as much as possible through the adjustment of work equipment, work methods, proper instructions and procedures.

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Expert service

The directory board undertakes to involve experts

- when drafting the hazard identification and risk assessment as well as the task-risk assessment;
- when managing the absence of sick employees;
- when conducting the periodical medical examination (PME);
- when conducting occupational health consultation hours (OHC);
- when conducting pre-employment medical examinations (if applicable to the corresponding position).

There where necessary, the working conditions service will be involved for advice and cooperation with the personnel relating to the measures taken and to be taken as well as to the implementation thereof.

Environment

The directory board aims at continual improvement of the company's environmental performance, whereby every person within the organisation is responsible for alertness towards improvement opportunities and communication to management and/or the directory board. The directory board will pay attention to every improvement opportunity and regard the improvement of environmental performance as an important business goal.

The goals with respect to the environment are aimed to

- attain preventive measures in order to prevent uncontrolled environmental impact on soil, water and air;
- directly transition to action and cleansing, in case sudden environmental impact occurs;
- gain insight into and controlling the environmental impact of Holland Hydraulics;
- regularly provide environmental-related information to our employees;
- inform and onboard our new employees with regard to the work methods relating to the company's environmental aspects;
- comply with the environmental laws and regulations endorsed by Holland Hydraulics as well as possible.

Information and instruction

The information concerns the risks for safety, environment, health and well-being, together with awareness of the correct working procedures, correct use of work equipment and personal protective equipment such as recorded in [7.3 Instruction booklet /safety education](#).

Evaluation

In order to realise execution of our policy, the directory board will evaluate the HSE policy on a yearly basis during the management assessment and amend or draft any action items. If necessary, the policy will be amended at least once per 3 years as shown by version number and date.

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The directory board will ensure to keep all employees of Holland Hydraulics B.V. informed about the main elements of this policy.

Hengelo, July 1st 2015



R. van den Nieuwboer
Director

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