



Health & Safety General Statement

Principles

Under health and safety legislation it is our duty to take all reasonable care regarding the safety of our guests, team members, contractors, and visitors. We will always:

- Take reasonable care for the health and safety of ourselves and any of the persons who may be affected by our acts or omissions at work.
- Co-operate with St Pancras Hotels Group Ltd and all its operating subsidiaries (hereafter referred to as 'The Company') so far as necessary to enable the Company to conform to or comply with any duty or requirements imposed on the Company under such legislation.
- Comply with any rules or regulations made by the Company for the health, safety, and welfare of every team member.

Statement

It is the policy of the Company to comply with all relevant legislation and Codes of Practice regarding Health & Safety and Food Hygiene throughout its operation. To achieve the objectives of compliance the Company and its team members will abide by the following statement:

- The Company will provide a clear definition of responsibilities for its team members.
- Individual team members are responsible for complying with the relative sections of the Company Policy on Health & Safety at Work, Food Hygiene and supporting Codes of Practice.
- The company will provide and up-date as necessary an Operations Manual covering all relevant areas of Health and Safety and Food Hygiene.
- The company will train team members to a level commensurate with their responsibilities.
- Where training is provided team members are to work in the manner taught and not to deviate from the stated standards.
- At all times when at work team members are expected to have high regard for the health and safety of themselves and others and are responsible for taking common sense measures for avoidance of hazards in their working practices whether stipulated or not. Where protective clothing or items of protective equipment are provided, they must use these on all occasions when exposed to the risk involved.
- The Company will undertake routine internal and/or external audits of hotel operating procedures to ensure that the arrangements detailed in this Operations Manual are implemented in a consistent manner.
- Team members are required to report immediately to the designated person any defects in materials, equipment or working practices which appear to warrant attention.
- The company will carry out annual inspections of high-risk areas, where so indicated through appropriate risk assessments.
- The Company will maintain appropriate training records.

A handwritten signature in dark ink, appearing to read "Christian Kaberg", written over a horizontal line.

Signed:

Date: 3rd August 2022

Christian Kaberg
Managing Director



Health & Safety

Company's Responsibilities

The Company acknowledges its responsibilities under the Health and Safety at Work Act 1974 and as far as reasonably practicable takes every possible step to ensure the health and safety of all team members, contractors, and visitors to its premises.

With the corporation of all concerned the Company seeks the highest standards of health and safety at work. So, while overall policy and responsibility rests at the highest management level, everyone throughout the Company must accept a degree of responsibility for carrying out the policy.

Team Member's Responsibilities

Team Members are expected to follow Company procedures in the matter of Health and Safety to report any incidents which have or may have led to injury or damage.

Team Members must ensure that they use any equipment provided in accordance with the training provided, inform Management about any danger, and report any shortcomings seen in a protective environment. If Management is not available work must stop immediately to avoid being exposed to serious imminent and unavoidable danger. If there is a conflict between the demands of safety and task, Management must be informed.

Team Members are expected to ensure that good housekeeping standards are applied.

Team Members must act in a manner to avoid hazards and contribute positively to a safe working environment.

Wilful breaches of the health and safety policy and procedures will be dealt with through the Company's disciplinary procedures.

Team members meeting external contractor on Company premises are required to explain the health and safety rules politely but firmly and to ensure that such visitors comply with these procedures.

The health and safety policy are actively communicated and promoted within the Company.

H&S Organisation Structure

Chief Executive Officer
Managing Director
Group Accounts Manager
Maintenance Manager
Cluster Housekeeping Manager
Executive Chef
Director of Food & Beverage
Restaurant General Manager
Cluster Hotel Manager
HR Business Partner
Distribution & Revenue Manager
Events Manager
Marketing Manager