1. Propósito y Alcance

Este documento respalda el Sistema de Gestión y establece el procedimiento para realizar los exámenes médicos ya sea de nuevo ingreso o por la solicitud de un cliente.

Este procedimiento es de aplicación para todos los empleados de ERM México.

2. Roles y Responsabilidades

Recursos Humanos. Será responsable de coordinar junto con el proveedor el pase para realizar las pruebas médicas que se requieran.

Empleados de ERM. Serán responsables de avisar con 48 horas de anticipación al área de Recursos Humanos qué pruebas son requeridas por parte del cliente, o si son de nuevo ingreso, de asistir puntualmente a la cita para la elaboración de dichas pruebas.

3. Definiciones

N/A

4. Procedimiento

4.1 Exámenes Médicos por Nuevo Ingreso.

El área de RH se encargará de llenar la información necesaria para generar el pase médico de el/la colaborador@, se le enviará por correo y éste deberá llevarlo de forma impresa el día correspondiente para que se le puedan realizar las siguientes pruebas:

- Audiometría Aérea.
- Electrocardiograma en Reposo.
- Espirometria.
- Examen Médico de Admisión.
- Examen de Orina.
- Grupo Sanguíneo y Factor Rh.
- Inmunoglobulina E (IgE).
- Perfil Toxicológico (5).
- Perfil Hepático I.
- Química Sanguínea (6).
- RX de Columna Lumbar AP y Lateral.
- Telerradiografía de Tórax.

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En un lapso de 48 a 72 horas se tendrán los resultados y se les enviará una copia al/la colaborador@ para que pueda seguir las indicaciones que el médico considere.

Se realizarán actualizaciones de dichos exámenes cada 2-3 años.

4.2 Exámenes Médicos requeridos por cliente.

El/la colaborador@ tendrá que hacer la solicitud al área de RH (RH Coordinator) de las pruebas solicitadas por el cliente en un plazo de 48 horas como mínimo (días hábiles), indicando en dicha solicitud el PIC del proyecto y el número de proyecto a cargar el costo de la(s) prueba(s).

Cualquier solicitud hecha con menos tiempo de anticipación dependerá de la disponibilidad del proveedor y si éste no puede, se les avisará en el momento para que la prueba sea gestionada por su cuenta con el proveedor/laboratorio de su elección.

Esto solo aplica para exámenes en CDMX. Cualquier examen que se requiera fuera de esta zona, deberá ser gestionada por su cuenta con el proveedor/laboratorio de su elección.

La solicitud se debe enviar a título personal y se manda directamente al Executive Assistant con copia al Gerente del Proyecto.

Posteriormente, el área de RH ingresará al sistema y se encargará de llenar la información necesaria para generar el pase médico de el/la colaborador@, se le enviará por correo y este deberá llevarla de forma impresa el día correspondiente para que se le puedan realizar las pruebas solicitadas.

En un lapso de 48 a 72 horas se tendrán los resultados y se les enviará una copia al/la colaborador@ para que pueda compartirlo con el cliente y PIC del proyecto.

El proceso de pago de la factura correspondiente, será gestionado por el área de RH con Finanzas.

Información de Control del Documento

Fecha de Emisión: 05 de febrero de 2021

Fecha de Aprobación: Moisés Rangel el 31 de mayo de 2021

Firma de aprobación: _____

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Registro de Revisión

Sección	No. de Versión: Razón de la Revisión	Fecha
Todo	**1:** Nuevo Documento	05/Feb/2021
4.2	**2:** Se agrega información respecto a la solicitud y programación de exámenes médicos.	31/May/2021

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ERM LAC - Mexico
Calendar Year 2020 – 2022 Detail Statistics

	2020	2021	2022
Hours Worked	174,019	151,384	203,269
Lost Workday Cases	0	0	0
Lost Workdays	0	0	0
Restricted Duty Workday Cases	0	0	0
Restricted Workdays	0	0	0
Medical Attention Cases	0	0	0
Fatalities	0	0	0
Total Recordable Cases	0	0	0
Total Recordable Incident Rate [1]	0.00	0.00	0.00
Lost Workday Incident Rate [2]	0.00	0.00	0.00
Lost Workday Case Severity Rate [3]	0.00	0.00	0.00

Notes:

1 [Cases] * 200,000 / [Hours Worked]

2 [LW Cases] * 200,000 / [Hours Worked]

3 LWSR: Lost Workday Severity Rate = [Days] * 200,000 / [Hours Worked]

Who	Description	Required Trainings*	Notes
All new hires	**PERSONAL TRAININGS**		
	Employees will learn all the general topics regarding the organization such as: Organization Chart, Timesheet, Procedures for Medical Exams, Extension Directory and all the information they need received as new joiner.	HR Induction	Given by HR Coordinator
	Employees will learn how to use the design and format for the reports we use at ERM, where is the general information regarding this.	Corporative Image Induction	Given by HR Facilities Coordinator
	Employees will learn how to use the design and format for the reports we use at ERM, where is the general information regarding this.	Finance Induction	Given by Junior Accountant (Finance)
	Employees will learn how to navagate across Minerva, and some main functions they need to know.	IT Induction	Online Training
	Know the general requirements of the ERM Mexico Management System, the work method focused on the continuous improvement and how the ERM collaborator contribute to it.	Management System Induction	Given by H&S Coordinator
	It replaces the OFP course. This course intends for the collaborator to go beyonf the hazard recognition that can found during their work by appliying the fundamentals of "See It, Own It and Share It"	See Own Share Induction	Given by H&S Coordinator
	Employees will learn how to do travel and car reservations for their trips for each project they have.	Travel Platform Induction	Give by Executive Assistant
	Know the guidelines of the Mexican goverment with the objective that the collaborator works safely applying the sanitary measures to avoid contagion and spread the SARS-CoV-2 virus	COVID-19 Induction	Give by H&S Coordinator
	ERM ACADEMY		
	10 Days: Through this curriculum, we cover topics such as driving under the influence of alcohol, drugs, code of ethics and conduct are reviewed.	New Employee Safety Induction Video	Online Class
		Anti-Corruption module	Online Class
		ERM Global Policy on Mobile Phone Use while Driving	Document
		ERM Global Policy on Drug and Alcohol Use	Document
		ERM Global Code of Business Conduct and Ethics	Online Class
		ERM Global Policy - Media and Third Party Information Requests	Document
		See Own Share- Introduction	Online Class
	Introduction to ERM: This curriculum contains 2 courses, the first of which is designed to build understanding of ERM's approach to sustainability, and ERM's sustainability program. It	Introduction to Sustainability at ERM V3.0	Online Class
		Discover ERM Portal Link	Online Class
	Any employee that may travel outside their home country to low or medium risk locations on ERM business, whether as part of projects, business development, or internal activities.	Module 1 - International Travel - Introduction	Online Class
	Any employee that may travel outside their home country on ERM business to a High Risk destination, whether as part of projects, business development, or internal activities. High Risk is defined as a country that has a CRG High Risk designation for Terrorism, Security, or Travel; has an ISOS Extreme Risk for Medical; or is in a Malaria-prone location.	Module 2 - International Travel to High	Online Class
	Any employee that does or may review or approve a TRA	Module 3 - Using the Travel Risk	Online Class
	Any employee that needs to travel take this training regarding our policy of prevention	Malaria Awareness & Prevention Policy	Online Class
	Any employee that needs to travel to another countries	Malaria for Travelers and Expatriates	Online Class
	Provides an overview of computer workstation ergonomics	Ergonomics Curriculum	Curriculum
		ERM Employee Privacy Note	Document
	This module aims to improve your understanding of Inclusion in the workplace, so that together we may build an Inclusive Culture at ERM, which promotes a demographically rich environment that our clients will feel proud to associate with.	Building an Inclusive Culture at ERM	Online Class
	90 days: Keeping each other safe and compliant every day	Data Protection Basics - Why Privacy Matters	Curriculum
	Training regarding to our Policy in terms of travel	Global Employee Travel Policy	Document
	SUBS is the overarching program established by ERM to govern the prescreening, selection, monitoring, and management of subcontractors, including contractual, health & safety and ethical standards. The global Policy on subcontractor management is the centerpiece of ERM's SUBS program and defines ERMs overall strategy and minimum requirements for subcontracting in order to mitigate risk.	ERM Global Policy on Subcontractor Management	Document
	Through this training all our employees agree with the activities/functions that we must do if we use vehicles within the projects in ERM.	Driver Acknowledgment	Document
	All new ERM short-service employees are assigned this curriculum, with monthly activities and short micro-trainings to complete throughout each of their first 6 months at ERM.	Passport to Safety Curriculum	Curriculum
Office Only Worker	Employees that work entirely in an office environment, whether an ERM or client office. Examples could include: administrative support, accounting, IS employees	New Employee Safety Induction	Document
Consultant	Employees that are engaged in technical consulting work - visiting project sites, performing work at project sites, or managing work conducted at these sites. Examples could include, but are not limited to: audits, site visits, biological/cultural studies, sampling, and remediation	Beyond Hazard Recognition (30 min emodule, 2 hour training, acknowledge)	
Offshore worker	All employees who will be working on and offshore project	Offshore Platform Safety - BOSIET, Tropical BOSIET, HUET Training,	
		Initial STCW	
		Libreta de Mar A or D	
Aquatic Experienced Person	Employees who oversee execution of the ERM AMP process on projects executed in, on over or near water.	Complete the AGE requirements Participated in at least five (5) separate in the field aquatic management projects Participated in at least one (1) in the field aquatic management project within the last 12 months Had experience in various sea states Had experience in night and day time operations Had experience with the management of multiple contractors Gained familiarization with a range of vessels Gained familiarization with typical equipment that is used for marine surveys Gained familiarization with sampling and process methods safety considerations	Additional requirements apply for EPs, contained within the Academy certification: competency test, documentation
Aquatic General Employee	Employees who work on or manage projects where in, on over or near water activities occur, but do not serve as Aquatic Experienced Persons	Ability to and comfort with swimming in open water. Completion of the AGE training curriculum on the ERM Academy.	Additional requirement applies for GEs, contained within the certification: acknowledgement of Procedure review.
SSC Experienced Person	Employees who oversee execution of the ERM SSC process on sites where ground disturbance activities occur.	SSC Initial Training	Additional requirements apply for EPs, contained within the Academy certification: competency test, documentation of
		SSC Refresher Training	
SSC General Employee	Employees who work on or manage projects where ground disturbance activities occur, but do not serve as SSC Experienced Persons	SSC Initial Training	Additional requirement applies for GEs, contained within the certification: acknowledgement of Procedure review.
		SSC Refresher Training	
Field Safety Officer (FSO) - LAC	The ERM field personnel on our projects that are responsible for implementation of the site-specific health and safety plan (HASP). Required to have an FSO designated for every field project working under a level 2 or level 3 HASP.	Subcontractor Management	
		Hand & Power Tools	
		Use and Maintenance of PPE	
		Chemical Risk training	
		Managing Safety Events and Non-Conformities	
		Completing a Project or Field Audit	
		Hazard Recognition	
		Health and Safety Planning	
		Management of Change	

1. Purpose and Scope

This document establishes the procedure to provide a consistent approach for the internal investigation of health, safety and environmental events. This procedure is used when ERM is required to investigate and report findings related to an event as per ***ERM-1200-PR1 - Event and Non-Conformity Management*** Procedure. Investigations that are required by clients shall conform to either this procedure or a similar procedure defined by the client.

2. Roles and Responsibilities

Partner in Charge (PIC) or Local Managing Partner. Coordinate event investigation for Actual Severity 1 events or lower.

Business Unit Managing Partner (BUMP). Coordinate event investigation for Actual Severity 3 and 5 events.

Regional CEO. Coordinate event investigation for Actual Severity 7 events.

Group CEO. Coordinate event investigation for Actual Severity 10 events.

Regional Legal. Direct the investigation of an Actual Severity 7 or 10 event.

Regional Safety Lead. Coordinate event investigation for Potential Severity 7 or 10 events.

Account Director. Shall, in conjunction with the PIC, define client-specific requirements for event investigations required for projects being performed under their remit. Account Directors shall also review and approve any investigation report prior to submission to the client.

3. Definitions

Event Severity. A means of quantifying the actual and potential seriousness of an incident or near miss based on criteria defined in ***ERM-1200-PR1 - Event and Non-Conformity Management*** Procedure.

4. Procedure

4.1 Establishing Event Severity

Based on the criteria presented in ***ERM-1200-PR1 - Event and Non-Conformity Management*** Procedure, all incidents and near miss events will be classified with an Actual and Potential Severity rating. The designation of severity governs the approach and rigor of the event investigation. The potential severity of an Event must be determined by the Local safety lead

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together with the PIC, with involvement of other employees as determined necessary by the Local safety lead and PIC.

4.2 Investigation Team Selection

Based on the Actual or Potential Severity of an event, the investigations shall be coordinated by the individual designated in Section 2 of this procedure. At the discretion of the responsible investigation coordinator, additional investigation team members may include:

- Involved Staff Members;
- Project Manager;
- Line Manager of involved staff members;
- BU MP/Regional Service Leader;
- GKC Managing Partner/Account Manager/Account Director
- Local/BU/Regional Safety Lead;
- Global H&S Director (GHSD);
- Other legally required local function(s) (e.g. human resources, workplace safety committee members); and
- Subject matter experts.

4.3 Investigation Process

4.3.1 All Investigations

The team will follow an appropriate investigation technique to determine the following:

- Sequence of events leading up to the event and steps followed immediately following the event that may have had an impact on the final outcome.
- Identification of the People, Environmental, Equipment, Procedural, Organizational and other factors involved in the event, as presented in ***ERM-1220-FM1 -*** *Event Investigation Considerations*.
- Determination of root cause(s) using techniques agreed to by the lead investigator and Safety Lead. (Note: Example root cause investigation tools include "5 Why's", Cause-Effect Diagram,TapRoot, Fishbone Diagram, etc.).

4.3.2 Actual Severity 5 or Lower Investigations

When an investigation is required by the ***ERM-1200-PR1 - Event and Non-Conformity Management*** Procedure, the Investigation Team will complete its review of the event within 14 calendar days of the initial notification of the event (i.e. date verbally reported or date reported within ECS, whichever occurs first). The investigation report shall be attached to the ECS event record and used to complete the appropriate fields within ECS. Corrective and Preventive Actions (CAPAs) associated with the event investigation will also be entered into the ECS. When an investigation is not specifically required by ***ERM-1200-PR1 - Event and Non-***

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Conformity Management Procedure, all required and appropriate fields within ECS, including identified CAPAs, shall be completed within 14 calendar days of the initial notification of the event.

4.3.3 Actual Severity 7 or 10 Events Investigations

For events with an Actual Severity 7 or 10, the Investigation Team, as directed by Legal, will prepare a Preliminary Investigation Report within 14 calendar days of the initial notification of the event. This preliminary report will document as many of the facts surrounding the event as possible including, but not limited to, the following:

- Update of the current status of (individuals, equipment, property, etc.) impacted by the event,
- description of the site conditions at the time of the event,
- listing of statements/interviews completed by the investigation team,
- listing of personnel involved in the event including staff and management of ERM, ERM subcontractors, client, and/or third parties,
- listing of tools and equipment utilized by the team/individuals,
- listing of processes and procedures governing the activities involved, and
- identification of information and/or data gaps needed to conclude the investigation.

The preliminary investigation report shall be issued by the Investigation Coordinator to the designated ERM Legal counsel directing the investigation. Distribution of the report shall be at the discretion of counsel.

4.4 Report Format and Senior Management Review for Actual Severity 7 or 10 Events

The investigation report format for all events classified as Actual Severity 7 or 10 shall follow the sample template provided in ***ERM-1220-FM2 - Event Investigation Report*** or another format meeting similar expectations as stipulated by ERM legal counsel.

For Actual Severity 7 or 10 Events, the investigation coordinator will determine if a formal conference call is required to review the final draft investigation report. The conference call will be arranged by the Investigation Coordinator and shall occur within 7 calendar days following submission of the preliminary investigation report. (unless otherwise directed by the Group CEO, Chief Legal Counsel or GHSD).

Required participants for the conference call will include:

- Regional CEO,
- Responsible BU MP and Local MP,
- Regional Legal,
- Responsible Line Manager (office-based) or PIC of the injured/involved employee,

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- Regional Safety Lead, and
- GHSD.

Other participants may include, at the discretion of the Regional CEO and/or GHSD:

- Global/Regional HR;
- Global Key Client Account Director, Regional Account Manager and/or Safety Advisor;
- Project Manager;
- Relevant subject matter experts; or
- Members of ERM Executive Committee (ExComm) or Senior Leadership Team (SLT).
- Direct participation by the employee(s) involved in the event is not necessary and requires prior approval from the Senior Manager assigned to the event review committee. Other members of the event review committee will be at the discretion of the most Senior Manager involved in the committee and Legal.

Following the investigation review conference call the Investigation Coordinator, under the direction of Legal, shall issue a final Investigation Report to the ExComm. CAPAs identified by the investigation process must be entered into ECS and tracked to closure. Learnings will be incorporated into a Safety Alert. The Safety Alert shall be published within 5 calendar days following publication of the final Investigation Report.

4.5 Potential Severity 7 or 10 Investigations

The Investigation Team will complete its review of the event within 14 calendar days of the initial notification of the event (i.e. date verbally reported or date reported within ECS, whichever occurs first). The investigation report shall be attached to the ECS event record and used to complete the appropriate fields within ECS. Corrective and Preventive Actions (CAPAs) associated with the event investigation will also be entered into the ECS. Learnings will be incorporated into a Safety Alert, which shall be published within 5 calendar days following publication of the final Investigation Report.

For Potential Severity 7 or 10 Events, the investigation coordinator will determine if a formal conference call is required to review the final draft investigation report.

4.6 High Learning Value Events

In addition to any event with an Actual or Potential Severity rated as 7 or 10, the GHSD and/or responsible Regional Safety Lead, Local Managing Partner, BU Managing Partner or RCEO may require any event, regardless of Actual or Potential Severity, to be escalated for investigation and review through a more senior, Global Review team. The investigation deliverables and timeframes for these events are at the discretion of the Regional Management Team and Regional Safety Lead.

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4.7 Communication of Investigation Results

A Safety Alert is required for all events with an Actual or Potential Severity rated as 7 or 10 (these Alerts shall be published within 5 days of the publication of the final Investigation Report), unless determined otherwise by the Regional Safety Lead or GHSD. Where appropriate based on the learning value of any event, a Safety Alert shall be prepared by the investigation coordinator regardless of severity rating. The Safety Alert will be communicated to the most appropriate audience (i.e., regional, national, service line only, etc.).

CAPAs identified by the investigation teams will be entered into ECS and tracked to completion. Additionally, the results will be utilized to develop appropriate regional, national, key client and service area reports and to improve existing procedures.

Where required by local legislation and/or regulation or contract requirements, final event investigation reports shall be provided to the appropriate workplace safety committees.

4.7.1 Internal Communication Protocol for an Actual Severity 7 or 10 Event

It is important that communication within ERM be carefully managed following an Actual Severity 7 or 10 event.

It is preferable for any initial communications (i.e., communication which occurs within the first hour of an event occurring) from ERM employees be conducted by telephone, with Legal representatives on the line until such time as an ERM staff member is appointed as central point of contact to avoid confusion and unnecessary documentation.

In some cases, it will be appropriate for an Actual Severity 7 or 10 event response and investigation to be carried out under the direction of ERM Legal. This will occur where ERM contemplates actual or anticipated legal proceedings arising from an event and is seeking legal advice on its position. Where an investigation is conducted under Legal direction, it is important to ensure that all communication (including electronic mail) is also copied to ERM internal and/or external legal and is marked "**Attorney-Client Privilege; Attorney Work Product**."

Before creating any written documentation relating to an Actual Severity 7 or 10 event, the PIC and Local Managing Partner will contact the Regional Safety Lead and Regional Counsel to ascertain how communication should be handled in relation to that particular event.

ERM employees should be aware that all written communication (including emails) and documents created as a result of the event can likely be obtained by government agencies, as well as the client and injured third parties, and used to form part of an investigation into the event. For this reason, ERM employees should always record only factual information and avoid speculation as to the cause of an event in any documentation. Verbal communication related to the event should also be restricted to those persons who have a role related to the investigation and limited to the identification of facts, not speculation as to fault

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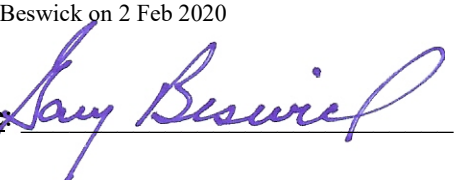
5. References

- ERM-1200-PR1 – Event and Non-Conformity Management Procedure
- ERM-1220-FM1 – Event Investigation Considerations
- ERM-1220-FM2 – Event Investigation Report

Document Control Information

Original Effective Date: 1 April 2015

Approved by: Gary Beswick on 2 Feb 2020

Approval Signature: 

Revision History

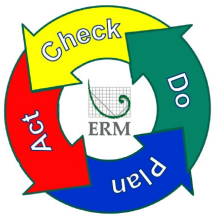
Section	Version: Reason for Revision	Date
All	1.0: New document.	29 Dec 2014
4.3.3	2:0 Added a sentence to allow the GHSD and/or Global Programs Director to require a Severity 7 / 10 level review for any event, regardless of Actual Severity.	20 Feb 2015
4.3.3	3.0:Modified Section title to remove “Potential”.	23 Sept 2015
All	3.1: Updated links, tagline, and document number	28 Dec 2016
All	4.0: Clarified investigation requirements based on Actual Severity; updated organizational terminology (local Managing Partner, Safety lead, etc.) (All)	28 April 2017
All	5.0: Inculded requirement for PS 7 and 10 Investigations.	2 Feb 2020
Reference	5.1: Updated reference URLs; changed version number but did not update issue date	13 Aug 2021

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Safety Management System

Overview



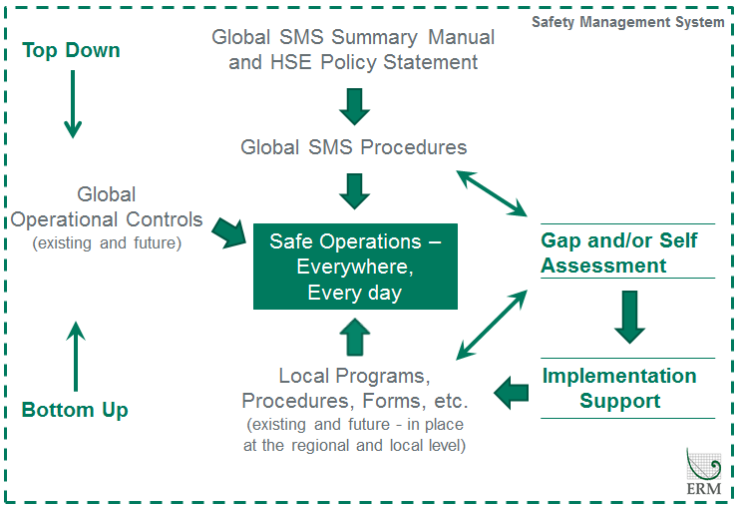


Procedure Number: **ERM-1900-GU2** Version: 2

ERM's global Safety Management System (SMS) drives continuous improvement of our performance and processes. The system formalizes ERM's Safety philosophy, and ensures that we are globally consistent in our approach to managing and mitigating environmental, health and safety risk for all employees.

At ERM, safety is everyone's responsibility — on every project, in every office, during every day. The only sustainable path to world-class performance is one where safe behaviors are engrained in every action and decision made by our employees. These beliefs are captured in the phrase "Safety AT ERM," a concept that ensures all our employees commit to identifying hazards and mitigating risk, believe we can achieve zero incidents, recognize the value in implementing standards consistently throughout the world and strive for continuous improvement year after year.

Safety Management System Overview



To ensure a globally consistent and sustainable approach, ERM has created a Safety Management System (SMS), which follows the PLAN – DO – CHECK – ACT scheme. At ERM, we define "Safety" as the protection of our employees, stakeholders and the environment in which we work. As such, the SMS is based on the ISO14001 and ISO45001 International Standards and has been designed to:

- Identify and quantify health, safety and environmental risk;
- Implement consistent mitigation tools;
- Verify the degree and success of implementation; and
- Ensure continuous, ongoing improvement to the system.

Why do we do this? As we serve our clients on increasingly challenging projects, in increasingly remote locations, we face increasing risks. Any incident – big or small – has the potential to dramatically impact the lives of our staff, damage ERM's reputation, impact the client relationship, and result in a significant financial impact on our bottom-line. And of course, there is that most basic of our beliefs: every person goes home safe, every day.

What is the Safety Management System?

The SMS is a holistic, comprehensive, and systematic approach that emphasizes risk assessment and control, strong communications, training, self-assessment, positive reinforcement of safe behaviors and continuous improvement. It includes:

- **Formal Risk Assessment.** Every activity - whether billable or non-billable, office-based or remote, performed alone or in a team – requires formal hazard identification and assessment of risk. This process is initiated at the beginning of a task; but every ERMer is responsible for being constantly vigilant for new or changed conditions and reassessing the potential risk.

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- **Documented, consistent risk mitigation tools.** We have written Global Standards and Procedures that establish SMS expectations and address the key risks our employees face every day. Supporting the global requirements are Regional and local procedures developed specifically to meet a local need or requirement. All procedures are stored in and accessed from the global Document Control System to ensure our employees can easily obtain only accurate, current and approved versions.

- **Training**. Beginning with new employee orientation, safety training is an ongoing activity through an employee's career. When hired or transferred, employees' training needs are assessed based on their anticipated work activities. Supported by the ERM Academy, our internal Learning Management System, ERM utilizes a combination of e-learning technology, instructor lead training sessions and 3rd party training specialists.

- **Verification**. An important aspect of the SMS is the assessment and audit process. System assessments are done via an annual self-assessment process at the local level, and through a planned and structured global SMS audit process. In addition, annual field audit and office assessment goals have been established and are tracked at the local level.

Benefits of the SMS

The SMS has been put in place to driving global consistency and enable all employees to work safely, on every project, every day. However, there are many additional benefits to a management system approach, including:

- Establish an expectation for consistent, high-quality safety performance – driven by best process, not just good people.
- Formalize our commitment to environmental risk management, throughout all of our activities.
- Provide a succinct, accurate and global description of ERM's SMS for clients when asked or audited.
- Ensure safety implementation is managed and planned, not reactive or ad hoc.
- Assure our clients that ERM operates under a single, consistent SMS, aligned with international standards (ISO14001 and ISO45001).
- Document clear and consistent procedures, that are easily accessible to all employees.
- Empower and engage employees at all levels.

These elements all support "Safety AT ERM." Recognizing that operations are what our company is built on, and that safety is a critical element in everything we do, the SMS ensures that safety systems are integrated into our business processes. Our people can retrieve required safety information efficiently, while still effectively achieving their operational goals. By maintaining this balance, we ensure safety becomes truly integrated into our business.

A	**Active Leadership** not only by our Partners, but also by every employee. We all have an impact on each other and a personal and collective responsibility to ensure we all go home safe and healthy each day.
T	**Training and competency** of our people and ERM to ensure that everyone has the required skills to perform their tasks safely.
E	**Emphasizing positive safety** to build a culture where safety successes are celebrated, incidents are used as learning experiences and everyone is engaged in the safety process.
R	**Risk management** through informal and formal processes to ensure that hazards are identified, controlled and monitored at every possible opportunity.
M	**Maintaining balance** between safety and operational objectives as an integrated part of the organization's operational systems. It's not just the way we do safety; it is the way we do business.

These elements work harmoniously with each other and our safety program, and spell out Safety AT ERM.

They provide a linkage for our safety initiatives to ensure they benefit our program and the goals we set for ourselves.

They give our initiatives grounding to make sure they have a place in our culture and help ensure success

They will lead the way, guiding us on our journey to a best-in-class safety culture.

They foster a culture where safety is sustainable, embedded in our core processes and the only way we do business.

Safety **AT ERM**

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Health, Safety and Environment Policy Statement



ERM places an extraordinary focus on our Health, Safety and Environment (HSE) commitments as we serve our clients from offices around the world. ERM Partners, as our leaders, are directly accountable for our performance and work together with ERM colleagues globally to minimize our impact on the environment and ensure that all ERM employees, subcontractors and other stakeholders return home safe and healthy every day.

As evidence of these commitments to Health, Safety and Environment :

- We ensure world-class HSE performance as the most important outcome for every ERM activity;
- We provide HSE systems, processes, procedures, equipment and training for all ERM employees, enabling our work to be performed in a responsible manner;
- We assess identifiable HSE hazards and assess risks before commencing work and take actions to monitor, manage and reduce those risks;
- We operate in compliance with applicable HSE legislation, regulations, client policies and procedures, ERM policies, external international standards and other specific commitments relevant to the context of our organization;
- We empower every ERM employee with the authority to stop any ERM controlled work activity which they believe presents a danger to themselves, personnel under ERM control, the public or the environment and to raise such concerns so that they can be appropriately addressed;
- We establish clear, global HSE objectives to drive towards zero employee injuries and occupational illnesses and minimize adverse environmental impacts associated with our activities;
- We believe in sharing our HSE learnings throughout ERM and with interested ERM stakeholders in order to improve continuously based upon our experiences; and
- We encourage the participation of employees in implementing these commitments, and proactively consult with them to drive continual improvement.

These HSE commitments are reflected in the values of ERM and are implemented through our Safety Policy, Safety Management System and Sustainability Program.

Approved and signed by Tom Reichert, Chief Executive Officer
1 March 2022

Signature version is maintained by ERM Legal

ERM

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