

# Occupational Health & Safety

Unilever is committed to providing healthy and safe working conditions. Unilever complies with all applicable legislation and regulations and aims to continuously improve health and safety performance.

Everyone at Unilever has a role to play. Managers are responsible for cascading and implementation of the occupational health and safety of their direct reports and third parties under their control. As a condition of our employment, we all have a duty to work safely.

This Code Policy outlines our individual and shared responsibilities for health and safety.

## Musts

### Employees must:

- Work and behave safely
- Comply with health and safety procedures and instructions relevant to their work and / or about which they have been trained or notified
- Support team leaders to ensure that everyone they work with, including contractors and visitors, are familiar with and follow applicable health and safety procedures and instructions

- Only undertake work that they are trained, competent, medically fit, sufficiently rested and alert enough to do
  - Make sure they know what to do if an emergency occurs at their place of work / on the road or at a location they are visiting
  - Promptly report to local Unilever management any actual or near miss accident or injury, illness, unsafe or unhealthy condition, incident, spill or release of material to the environment, so that steps can be taken to correct, prevent or control those conditions immediately
- All **Unilever team leaders** have overall operational responsibility for health and safety at their location and **must:**
- Establish and maintain an appropriate health and safety at work management system for their sites and their teams, including the appointment of committees, managers, competent experts and a system for gathering employees' concerns/input
  - Identify health and safety hazards and manage/control risks arising from their team and their site's routine and planned operations, activities and services
  - Regularly review and comply with all applicable local health and safety legislation, including relevant mandatory Unilever requirements
  - Develop site and role specific health and safety improvement objectives and monitor performance, including an annual review of the management system's effectiveness and adequacy
  - Report mandatory Key Performance Indicators (KPIs) via Unilever's Safety, Health and Environment (SHE) reporting system
  - Report all incidents, accidents and near misses in line with reporting requirements, including thorough investigation, follow-up and communication of lessons learned
  - Maintain, communicate and test both site and role emergency plans
  - Ensure all employees, contractors and visitors receive information and training in health and safety relevant to their roles and activities

This Code Policy is shared globally through our local SHE team members who work closely with their local leadership teams. In countries where directors of the local legal company/entity must take responsibility for health and safety matters for all national premises in order to meet legal regulatory requirements, Unilever premises leaders must liaise with the relevant board of directors to agree the health and safety at work management system and the approach required to ensure appropriate ongoing review.

## Must nots

### Employees **must not:**

- Undertake work or related activity, such as driving, when under the influence of alcohol or drugs, or when using medication improperly
- Carry on with any work that becomes unsafe or unhealthy
- Assume someone else will report a risk or concern