
Quality, Health, Safety, Environmental & Energy Manual:

Document No: SM-20

Welfare

Toyota Material handling UK Ltd.'s (TMHUK) policy and provision for the welfare of all team members

General

- 1.0 The establishment of the Quality, Health, Safety, Environmental & Energy (QHSE) Management System with accompanying documentation has the protection of team member health and safety and welfare as one of its core objectives, which by definition includes the welfare of all members and others involved or likely to be affected by company activities.
- 1.1 The programme of risk assessment, provision of training and the supply of information in the form of Work Instructions, Safe Working Practices and COSHH Risk Assessments serve to ensure that as far as possible the welfare of all team members is protected during work operations.

Welfare facilities and provisions

- 2.0 In accordance with the general requirements of its Health, Safety, Environmental & Energy policy, TMHUK will meet and generally exceed the legal requirement for the provision of welfare facilities.

'Welfare facilities and provisions' are those that are necessary for the well-being of team members, such as;

- sanitary conveniences and washing facilities
- drinking water
- changing facilities
- facilities for rest and eating meals
- workstations and seating – see SM27
- ventilation
- temperature
- lighting
- cleanliness
- flooring and traffic routes
- Employee assistance programme

All facilities are kept clean and in good condition, and an effective system is in place to maintain them to a high standard.

Mobile Workers

- 3.0 Whilst it is recognised that health, safety, welfare and the provision of associated facilities is the responsibility of the site operator; the company's Management Team are responsible (see "Responsibilities" elsewhere in this manual) for ensuring that the general requirements of the Health and Safety at Work Act. and the Workplace (Health Safety and Welfare) Regulations are met and that adequate welfare facilities are available to mobile team members including those working on "residential sites".

Records

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- 4.0 A documented programme of audit and review ensures that the company's policy, the QHSE Management System, Safe Working Practices and Work Instructions are implemented, observed and are effective, records will be retained in accordance with their respective procedures.