
Distribution
All Eltel companies

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Per Krogager, 16.11.2017

Approved by, Date
Håkan Kirstein, 27.11.2017
Board, 13.12.2017

Replaces
HSE Policy, 05.08.2014; Security Policy, 05.08.2014 and Health and *Safety Principles, 01.11.2011

Health, Safety & Environment (HSE) policy

1 PURPOSE

This policy sets forth the ambition and the overall principles within the area of Health, Safety & Environment. More detailed HSE procedures are to be found in Eltel's 'HSE Management System'.

2 APPLICABILITY AND SCOPE

The HSE policy and HSE Management System are to be followed in all units, by all managers, employees and contractors at Eltel operations globally. The scope covers employee wellbeing, health and safety at work and impact on environment as well as asset security.

Eltel management is committed to apply to and to actively promote the policy at all levels of the organisation.

3 POLICY STATEMENT

Due to the nature of Eltel's business, Health, Safety and Environment (HSE) is of extreme importance to Eltel. We strive to prevent all accidents and to ensure that our overall HSE performance is continuously improved. We comply with local regulatory requirements and intervene to non-proper conditions in a respectful manner. The ultimate goal is to achieve Zero accidents and minimum environmental footprint in all Eltel units and operations

3.1 Laying out strategic direction and annually targets

Eltel Group Management Team (GMT) provides the strategic direction for HSE and ensures alignment with the business plans. GMT sets the annual targets, reviews performance and opportunities for improvement.

3.2 Managing HS&E

Business Units (BU) are responsible for managing HSE together with Area Business Units (ABU) and below management levels. Business Units are responsible for developing annual HSE plans, implementing the plans and for reporting and analysing the results. ABUs plan and propose annual target setting to BUs who consolidate the KPIs into one BU HSE Scorecard. Business Units are also responsible for ensuring an alignment of ABUs and Districts targets.

3.3 Communicate, promote and implement

Line management has the responsibility to communicate, promote and implement good HSE practices and behaviours in everyday operations. Business Units are responsible for successful management of HSE that contributes to reduction of losses associated with accidents and incidents.

Our annual HSE performance is communicated externally in a sustainability report.

3.4 Training and information

Shared Service support functions provide training, information concerning HSE issues and support activities. Most importantly, all employees at Eltel need to take personal ownership of proactive HSE performance.

3.5 Risk management and preventive actions

Line management has to ensure that reasonable risk analyses are conducted and for initiating actions in order to reduce risk to a tolerable level before actual work commence. In addition, every employee shall evaluate risks at worksite. Learning from past incidents and near-misses is important; however we shall recognize hazards before they turn to actual incidents. HSE improvement plans are a key management mechanism for our continual improvement effort.

3.6 Reporting and timely follow up

Reporting of HSE performance, communication and assessment of results and the learning from the cases are fundamental to continuously improve safety and ultimately to build a safety culture. Group Management Team, Business Units and ABUs shall monitor and review HSE performance and plans monthly, making use of HSE Scorecards and lessons learnt documentation.

3.7 Annual Assurance Process

In order to continuously improve our HSE performance, BU line management conduct every year during the months of December and January a bottom up HSE assurance process, assessing current year HSE performance and identifying and prioritizing development areas.

The result of the annually assessment together with the prioritized development activities is presented to the CEO and VP HR.

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RESPONSIBILITIES

Eltel Group carries the responsibility for maintaining the HSE policy and the HSE Management System that are to be implemented in the entire Eltel supply chain, including subcontractors. Eltel Group Management Team (GMT) approves policies for submission to Board approval.

It is the responsibility of Eltel's BU and ABU managers to deploy the overall principles of this HSE Policy into adequate local HSE resource, instructions, procedures and plans.

HSE Policy

Group VP HR

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5 EXCEPTIONS

There are no exceptions to this policy.

6 REFERENCES TO ASSOCIATED INSTRUCTIONS

- HSE management system