

Safety Statement

Rehiko Uninterruptible Power (Ireland) LTD

Address: Unit E, Baldonnell Business Park, Baldonnell, Dublin 22, D22 X5R2
 Tel: +353 (0) 1 460 6859 Email: ieinfo.ups@rehlko.com
 Website: www.ups.rehlko.ie

AMENDMENT RECORD			
Date	Details	Version	Approved by
24/04/2023	Draft emailed 29/04/23 for review	Draft	James McConnell
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10/10/2023	Safety Statement emailed 10/10/23	2.0	James McConnell
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29/07/2025	New template, updated with references to new policies, procedures and IMS documents	5.0	Stuart Insch

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17/04/2026	Change to Rehiko and change of MD	6.0	Stuart Insch

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1 Health and Safety Policy Statement

Rehiko Uninterruptible Power (Ireland) Limited, part of the Rehiko Group, is an established and well-respected company with a reputation based upon, passion, quality, innovation, reliability & integrity of power protection products, service excellence and customer satisfaction.

We work with a wide range of customers in a multitude of sectors including financial services, telecommunications, IT, retail, transport, government, power, oil, gas, water, education, medical, leisure and manufacturing industries.

We are committed to delivering exceptional service to our customers in a manner which safeguards the health, safety and wellbeing of our employees, contractors and client staff.

This is achieved by following the procedures and processes set out in our management system, to ensure we capture and comply with all our company, legal and other regulatory requirements. Furthermore, we adopt industry best practices.

In adhering to this policy, we will:

- Ensure the management team are aware of their health and safety responsibilities and provide the support, direction and resource allocation to, where practicable, reduce work related injuries and ill health, and to provide a safe and healthy workplace at all locations we manage.
- Identify all applicable laws, regulations and other requirements, including the Safety, Health and Welfare at Work act 2005, and ensure appropriate controls are in place to maintain compliance
- Use documented Risk Assessments to identify and evaluate significant risks from work activities, or any other influences, such as a pandemic.
- Establish objectives and regularly measure the performance of the management system to drive continual improvement, thereby supporting us reduce the risk of work-related injuries or ill health.
- Maintain a training and competency framework that ensures all our staff and contractors have the knowledge, skills and competence needed to identify the hazards associated with their work, manage the risks and carry out their designated duties safely.
- Engage and consult with our staff and contractors through robust communication channels to help disseminate health and safety and wellbeing information, and foster a culture of reporting incidents, hazards, risks and opportunities, without fear of reprisal.
- Implement incident management processes including notification, escalation, recording and review of any accidents or near misses that occur, and what practicable actions are taken to reduce the possibility of a reoccurrence.
- Have in place assurance programs to assess the performance of the management system, including periodic audits and reports, that identify trends, measure progress and conformance.
- Consider how climate change may impact the company, employees and interested parties.

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This policy applies to all employees and those working with us or on our behalf and requires everyone to commit to cooperating and assisting us in ensuring all health, wellbeing and safety issues are given suitable consideration.

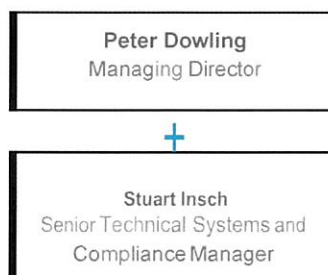
The **Health & Safety Officer** has the delegated responsibility for:

Co-ordination of the management system and monitoring its overarching effectiveness to meet the company's health, safety and well-being needs.

- The provision of health and safety advice and the implication of the law.
- The production and maintenance of this policy and the management system
- Assisting in the identification and implementation of health and safety training needs.
- Ensuring this policy and management system are fully understood by the management team. Acting as the company's formal link with the Health and Safety Authority and other external agencies for any health and safety matters.

The Director has overall responsibility for ensuring that this policy is complied with. It will be reviewed at least once a year and at such other times as required, to ensure it remains appropriate to the requirements and health and safety objectives of our business.

2 H&S Management Structure



See **Roles & Responsibilities** for further details

3 Commendation and Disciplinary Action

It is the policy of Rehlko to commend employees who consistently work safely and who make a positive contribution to safety on the premises.

Correspondingly it is also policy to take steps to ensure compliance with the safety arrangements and rules on the premises. Where non-compliance is persistent, disciplinary action will be taken and this will be in the form of two verbal warnings followed by a written warning, followed by suspension or dismissal.

Any serious breach of safety rules or procedures which endangers self or others or which involve abuse of safety equipment is to result in immediate disciplinary action including instant suspension or dismissal.

Full details of disciplinary process is available within in the **Company Handbook**

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4 Safety Representatives

The company welcomes employee safety representatives and values the positive contribution they can make to safety in the workplace. The company procedures provide for safety representatives to attend monthly safety meetings to represent genuine safety concerns of employees. The company will facilitate the election, training and functioning of the safety representative. The company regards the presence of a safety representative genuinely interested in safety to be an asset. Such safety representatives will not be placed at a disadvantage in relation to his/her employment, rather the opposite applies. The role of the Safety Representative is as per **Safety, Health & Welfare at Work Act 2005 - section 25**.

5 Prevention of Bullying

Rehiko recognises the code of practice on bullying prevention in the workplace. Rehiko requests that to ensure effective anti-bullying policy participation, consultation and representation is important for all aspects of Rehiko staff or management. Bullying in the workplace is repeated inappropriate behaviour, direct or indirect, whether verbal, physical or otherwise, conducted by one or more persons against another or others, at the place of work and/or in the course of employment, which could be regarded as undermining the individual's right to dignity at work.

Bullying will not be tolerated in Rehiko whether humiliation, intimidation, verbal, victimisation, through unreasonable assignments, unreasonable deadlines or impossible tasks or threats.

Bullies or harassers will be requested to change behaviour or if there is no change in behaviour, they may be subject to disciplinary procedures.

Employee conduct is outlined in the **Ethics Policy**, with full Disciplinary and Grievance procedures available in the **Company Handbook**. All employees have been informed of these policies and procedures at induction.

6 Driving

Rehiko aim is to minimise vehicle incidents and promote a safe driving culture within the organisation.

Rehiko will ensure drivers are aware of the risks while driving for work, ensure adequate controls are in place and maintain all company vehicles so they are safe and roadworthy.

Adequate breaks are ensured as to avoid driver fatigue. In the event that a driver has a long car journey, to either attend a meeting/training or visit a customer that would result in employee working excessive hours in one day, the employee would stay overnight.

It is the respective line manager's responsibility to make regular contact with each of the drivers.

6.1 Drivers Responsibilities:

It is the responsibility of the Employee to adhere to the **Driving Policy**.

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7 Drugs and Alcohol

Rehiko Uninterruptible Power (Ireland) Limited undertakes to comply with all current legislation concerning the use and abuse of drugs and alcohol and operates a zero-tolerance policy regarding such abuse.

Rehiko's **Drug and Alcohol Policy** applies to anyone officially working on behalf of the company.

8 Electrical Policy

Rehiko's is fully committed to ensuring that all electrical systems, equipment, and electrical work activities, are as safe as far as practicably possible for all employees and all other persons who may be affected.

The issue and implementation of this Electrical Safety Policy outlines the arrangements and procedures set out by Rehiko's to achieve the compliance with the **Safety, Health and Welfare at Work Act 2005, the Safety, Health and Welfare (General Applications) at Work Regulations 2007 & 2020 and 1.5. 10101:2020.**

Rehiko understands and accepts its responsibilities and liabilities under these Statutory Requirements in respect of operating, maintaining and managing electrical safety.

To this end Rehiko's Procedures, Work Instructions (WI), Safe Methods of work (SMOW) and Risk Assessments have been produced in order that all employees are aware of both Rehiko and their own mandatory responsibilities to comply with these Statutory Requirements. The company will communicate our **Electrical Safety Policy** to all employees and make it freely available to customers and all other stakeholders should they request a copy.

9 Roles & Responsibilities

9.1 Safety Committee Team Members

The Safety Committee will be made up of management and staff and will meet every three months or sooner if required.

9.2 First Aiders & Fire Wardens

PHECC First Aid Responders

These trained persons will be posted on the Notice Boards.

Fire Warden

These trained persons will be posted on the Notice Boards.

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9.3 The Company Safety Director

The **Managing Director** is the acting **Company Safety Director** with final responsibility for health and safety in Rehlko.

- Attend Periodic Safety Meetings.
- Promote Health & safety within the company.
- Appoint & Support Site Safety Officer.
- Enforce Company Safety Rules.
- Commend Employees who consistently operate safely.
- Lead by example.
- Evaluate training needs annually with the Health & Safety Officer.
- Ensure adequate resources are made available for Health and Safety

9.4 Health & Safety Officer

The **Senior Technical Systems and Compliance Manager** is the acting **Health & Safety Officer** for Rehlko and has responsibility for all health and safety matters within the Company and follows duties assigned by projects and contracts managers.

Organise regular meetings with upper management with regard to matters relating to health and safety management. To take part in the Safety Committee meetings and act as management representative.

Health & Safety Officers have responsibility for ensuring the effective implementation of the Company Policy on Health, Safety and the Environment, by:

- Co-ordinate the development and implementation of safety statement, safety rules and Health and Safety procedures.
- Make recommendations with regard to Health and Safety.
- Commend Employees who consistently operate safely.
- Organising the contracts with due regard to the environment and health and safety of personnel, equipment and materials;
- Ensuring the necessary registers and reporting procedures are understood and implemented.
- Instructing all supervision of their responsibilities for safe working and of the necessity for not taking unnecessary risks. Ensuring that all plant, machinery, power, and hand tools are properly maintained and in good condition.
- Ensuring that all employees are familiar with the procedure to be followed in case of accident.
- To ensure that First Aid requirements are fully met.
- Ensuring that accidents and dangerous occurrences are recorded, fully investigated and remedial measures put in place.
- Ensuring that all employees are aware of actions to be taken in case of emergency and that all fire-fighting equipment is properly maintained.
- Ensure Control Measures are in place for Identified hazards.
- Ensuring that adequate supervision is available at all times particularly where young persons or inexperienced workers are concerned.
- Ensuring that all welfare facilities as required, are provided and maintained in good condition.
- Co-operating with and advising the Company Safety Director concerning all Health and Safety matters.
- Ensuring that visitors are subject to Company Regulations, concerning their safety and health.

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- Accompanying any visiting HSA Inspector on inspection and informing the Company Safety Director of the outcome of the visit.
- Ensuring contractors are fully aware of Company Policy on Health, Safety and the Environment.
- Ensuring employees are fully aware of Company Policy on Health, Safety and the Environment.
- Ensuring that all employees receive adequate safety training and instruction appropriate to the task performed.
- Ensuring that all employees are aware of actions to be taken in case of emergency and that properly maintained firefighting equipment is available within their area.
- Ensuring that good housekeeping standards are maintained and in particular that fire exit routes are kept clear and that fire points are not obstructed.
- Ensuring that appropriate records are maintained, and that thorough and prompt investigations are carried out into all reported accidents.
- Carrying out regular safety inspections.
- Ensuring all safety devices are fitted correctly, adjusted and maintained.
- Ensuring the wearing of personal protective equipment at all times
- Considering appropriate safety representations from Rehlko employees.
- Provide a regular safety to the Company Safety Director

9.5 Office Personnel

Main responsibilities are to:

- Use correct equipment at all times and use safety equipment when necessary;
- Maintain a tidy working place: ensure that passageways are kept clear at all times. Keep filing cabinet drawers closed when not in use. Never have more than one drawer opened at any one time on a single cabinet. Do not leave objects like scissors or drawing pins lying around the desk. Do not leave items around the floor. 'Walk do not run'
- Be familiar with the instructions displayed in offices with regard to the procedures in the event of FIRE;
- Report all accidents to their line Supervisor and Departmental Manager promptly, and when necessary obtain treatment from the appointed First Aider. Familiarise yourself with the facilities for First Aid Treatment.
- Report to their line Supervisor and Departmental Manager all defects in equipment.
- Suggest ways of eliminating hazards.
- Ensure that utmost care in handling of dangerous fluids or noxious substances is exercised and that they are stored and handled in a proper manner. Be familiar with and conform to Company Policy on Health, Safety and the Environment.

The Company Safety Director shall have overall responsibility for ensuring that all Office Staff comply with the above-mentioned procedures.

9.6 Safety Rules For All Personnel

- All employees should be aware of, respect and adhere to the rules and procedures contained in this policy statement.
- All employees shall immediately report any unsafe practices or conditions to the relevant authority.
- Any person under the influence of alcohol or any other intoxicating drug which might impair motor skills or judgement, whether prescribed or otherwise, shall

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- not be allowed on the job.
- Horseplay, practical joking or any other acts which might jeopardise the health and safety of any other person are forbidden.
- Any person whose levels of alertness and / or ability are reduced due to illness or fatigue will not be allowed on the job if this might jeopardise the health and safety of that person or any other person.
- Employees shall not adjust, move or otherwise tamper with any electrical equipment, machinery or air or water lines in a manner not within the scope of their duties, unless instructed to do so by a senior member of staff.
- All waste materials must be disposed of carefully and in such a way that they do not constitute a hazard to other workers.
- No worker should undertake a job which appears to be unsafe.
- No worker should undertake a job until he or she has received adequate safety instruction and is authorised to carry out the task.
- All injuries must be reported to the Safety Officer or a delegated representative such as, site supervisors or first aid persons.
- Employees should take care to ensure that all protective guards and other safety devices are properly fitted and in good working order and shall immediately report any deficiencies to their supervisor or the Health & Safety Officer.
- Work shall be well planned and supervised to avoid injuries in the handling of heavy materials and while using equipment.
- No employees should use chemicals without the knowledge required to work with those chemicals safely.
- Suitable clothing and footwear will be worn at all times. Personal protective equipment shall be worn wherever appropriate.
- All employees are expected to attend health and safety courses.

9.7 Safety Rules For Contractors

Contractors working in Rehlko sites or premises for occasional work, such as building (including maintenance), specialist repairs, e.g. steam, air, lifting gear, electrical maintenance etc. **must comply with the following arrangements:**

- Not to put at risk any employee.
- Supply a copy of their own Safety Statement on demand.
- Carry appropriate insurance cover and complete the recommended form.
- Work through the liaison person assigned by Rehlko.
- Take all safety precautions with systems of work, equipment, personal protection as laid down in the Safety Rules and Instructions for Contractors booklet.
- Report any accidents or dangerous occurrences to the liaison person. Cordon off the boundaries of the contractor's operation, where possible, and mark them with warning signs.
- Provide any emergency safety equipment, which may be required for the contractors' operation.
- Follow strictly the terms of any Permit to Work system in force at the time of the contract.
- Not to use any equipment without the express written permission of the liaison person.
- Follow strictly the terms of Rehlko Directives which can be obtained from the Safety Directors
- All Contractors must at all times provide their own Personal Protection Equipment.

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For its part, the Organisation will abide by **Section 8(2) of the Safety, Health and Welfare at Work Act 2005** with regard to the obligations imposed on it concerning safe place of work and safe plant and equipment provided by Rehlko for use by the Contractor.

The management of Rehlko see communication between workers at all levels as an essential part of effective health and safety management. Consultation will be facilitated by means of Safety Committee meetings every three months or as often as is deemed necessary.

The purpose of Safety Committee meetings is to provide a forum in which information may be conveyed and employee's questions on health and safety issues answered. In addition, these meetings will provide an opportunity to assess the continuing effectiveness of the policy.

Operations meetings with members of management and the Health & Safety Officer are held three monthly to address Health & Safety matters and review the minutes from the Safety Committee meetings.

10 Consultation

The management of Rehlko see communication between workers at all levels as an essential part of effective health and safety management. Consultation will be facilitated by means of Safety Committee meetings every three months or as often as is deemed necessary.

The purpose of Safety Committee Meetings is to provide a forum in which information may be conveyed and employee's questions on health and safety issues answered. In addition, these meetings will provide an opportunity to assess the continuing effectiveness of the policy.

Operations meetings with members of Management and the Health & Safety Officer are held three monthly to address Health & Safety matters and review the minutes from the Safety Committee meetings.

Rehlko is committed to involving all levels of management, staff, and external parties when conducting reviews and implementing strategies. Processes are defined within the **Management Review and Communications Procedure**

11 Communication

The management of Rehlko will endeavour to communicate to employees their commitment to safety and to ensure that employees are familiar with the contents of the company health and safety policy. Rehlko communicates with its employees orally, in the form of directions and statements from supervisors, in writing, in the form of directives and this policy statement, and by example.

Rehlko is committed to involving all levels of management, staff, and external parties when conducting reviews and implementing strategies. Processes are defined within the **Management Review and Communications Procedure**.

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12 Safety Training

Safety training is regarded as an indispensable ingredient of an effective health and safety programme. It is essential that every worker in the organisation is trained to perform his or her job effectively and safely. It is the opinion of the management of Rehlko that if a job is not done safely then it is not done effectively.

All workers will be trained in safe working practices and procedures prior to being allocated any new role. Training will include advice on the use and maintenance of personal protective equipment appropriate to the task concerned and the formulation of emergency contingency plans.

Training sessions will be held as often as is deemed necessary and will provide another opportunity for workers to express any fears or concerns they might have about their jobs.

A comprehensive training record is maintained for all staff, covering all aspects and locations specific to their work. Competency requirements, recruitment and training is covered within the **Training and Recruitment Procedure**.

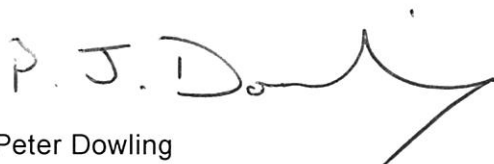
13 Health & Safety Management Procedure

Rehlko maintains a **Health & Safety Management Procedure** that outlines how risks associated with its operations are assessed and controlled. It details the actions required to protect the wellbeing of staff and others affected by its activities, ensure compliance with legislation, and sustain a consistently low rate of accidents and near misses. The procedure covers:

- General Health, Safety and Welfare Guidance
- Reactive Measures
- Hazard Identification & Risk Assessments

The Health & Safety Management Procedure, Risk assessments and associated documents are to be subject to scheduled reviews to ensure that they consider changes in knowledge and the hazards.

The Managing Director, has overall responsibility for ensuring that this Safety Statement is complied with. It will be reviewed at least once a year and at such other times as required, to ensure it remains appropriate to the requirements and objectives of our business.



Peter Dowling

Managing Director

April 2026

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