



<b>Document Title</b>	SHEQ-IMS Policy
<b>Document Type</b>	Policy
<b>Document number</b>	HS-SHEQ-POL-006

## 1. Purpose

1.1. This policy governs our Quality (ISO 9001:2015), Occupational health and safety (ISO 45001:2015), Energy (ISO 50001:2018) and Environmental Management Systems and provides the Framework to comply with any Legal and Statutory Requirements.

## 2. Scope

2.1. H Systems (Pty) Ltd, subsidiary of the Corialis Group of companies, is a leading provider that imports, design, store and transport aluminium profile systems, hardware, and accessories in Southern Africa.

2.2. We design and supply sustainable Aluminium System solutions that includes aluminium windows, doors, sliding elements and facades.

2.3. This policy statement is applicable to all stakeholders of H Systems (Pty) Ltd and are enforced on all levels of the organisation. All Employees, Contractors and Suppliers are aware of their responsibly towards the effective implementation of this policy.

## 3. Responsible Parties

3.1. All employees are responsible to ensure adherence to the policy.

3.2. All Department Heads and Line Managers are responsible to ensure consistent application of the Policy.

3.3. Compliance with this policy is mandatory. Non-compliance with this policy may result in Disciplinary action after consideration by Human Resources Manager.

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#### 4. Definitions

**Integrated Management System** An Integrated Management System (IMS) combines all aspects of an organisation's systems, processes and Standards into one smart system.

#### 5. Abbreviations

**SHEQ** Safety, Health, Environmental, Energy and Quality  
**SHEQ-IMS** Safety, Health, Environmental, Energy and Quality Integrated Management System.

#### 6. Standard

##### 6.1. H Systems (Pty)Ltd Top management are committed to:

- 6.1.1. Set SHEQ Integrated Management System Objectives and Targets to ensure that Strategic and Operational Risks are eliminated, mitigated, and controlled, and that Product and Service requirements are met.
- 6.1.2. Promote and lead a culture that supports the achievement of SHEQ-IMS Objectives and Targets.
- 6.1.3. Appoint supporting management roles to ensure that SHEQ-IMS Objectives, Key performance Indicators are met on Operational level.
- 6.1.4. Identify and comply with all Legal and Statutory requirements relevant to our business processes.
- 6.1.5. Ensure that the SHEQ Integrated Management System is communicated and understood and applied within the organisation and will be available to interested parties, when relevant.
- 6.1.6. Ensure that the degree of customer satisfaction is continuously monitored and actioned where not achieved.
- 6.1.7. Take overall responsibility and accountability to prevent work-related injury and ill health; ensure a safe and healthy workplace and execution of activities.

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- 6.1.8. Ensure that the SHEQ Integrated Management System is integrated to all business processes.
- 6.1.9. Ensure that the necessary resources to maintain the SHEQ Integrated Management System is established, implemented, maintained, and continually improved.
- 6.1.10. Ensure that workers are protected from reprisals when reporting Non-conformances, incidents, hazards, risks, or opportunities for improvements.
- 6.1.11. Ensure that opportunities for consultation and participation are created on different platforms to accommodate all levels of the organisation to participate to improve the SHEQ Integrated Management System.
- 6.1.12. Ensure to build on our relationships with our neighbours, authorities, or any other stakeholder relevant to our business.
- 6.1.13. Review and ensure that this policy is relevant and aligned with the strategic direction of the organisation.

**8. General**

- 8.1. This policy is subject for review on the date stipulated; prior review is permitted based on legislative requirements, or business requirements and at the discretion of H Systems Management.

Signed at Nelspruit this 7<sup>th</sup> day of March 2022.

Signature 

**CHIEF EXECUTIVE OFFICER  
WARREN D. MUNRO**

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### 9. Revision History

Document number	Modifications made	Modification date
HS-HR-POL-006-01	New Document	14/08/2020
HS-HR-POL-006-02	Name change to SHEQ-IMS Policy; revision and updated to new Document Control template.	08/03/2022

### 10. Authorisation

Process Owner	Designation	Signature	Date created
Marianne van Niekerk	SHEQ Manager		
Authoriser	Designation	Signature	Date authorised
Warren Munro	CEO		08/03/2022
Verifier	Designation	Signature	Date reviewed & authorised
Izandi van Jaarsveld	HR Manager		08/03/2022

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