



## Parkside Flexibles (Europe) Ltd

### Quality, Product & Food Safety Policy

It is the declared intention of Parkside Flexibles (Europe) to continually exceed the expectations of our customers in the tobacco, healthcare, food & other industries by supplying high quality packaging products, fully complying with all requirements. The Company recognises the importance of robust systems to ensure the quality of products, the cleanliness of its manufacturing environment & the personal hygiene of its employees. The provision & maintenance of these systems is considered to be a management responsibility, equal to that of any other function.

This will be achieved by the maintenance of a quality & product safety system incorporating continuous improvement, & in compliance with the requirements of ISO9001, the BRC Global Standard for Packaging & Packaging Materials, & as determined by legislation. The system will be subject to regular reviews in order to confirm its effectiveness & to identify opportunities for improvement.

The Company recognises & accepts the responsibility placed upon it, as a major supplier of materials for use within the tobacco, healthcare, food & other industries, to ensure that all its products meet customer quality requirements, are manufactured in a clean & hygienic environment, consistent with its position within the industry & the demands of its customers.

The Company recognises the important role of employees in meeting both its quality & food safety objectives & will strive to continually improve the leadership, motivation, education & training of employees to enable them to contribute positively to the achievement & sustenance of its objectives.

The Company's quality, product & food safety policy is determined by the Directors, who have overall responsibility for establishing the objectives of the Company, ensuring that these objectives are reviewed at least annually, & the achievement of these objectives.

The Directors of Parkside Flexibles (Europe) are fully committed to this policy, which will be communicated to Company employees, & will support those who endeavour to carry it out.

**Nick Smith**  
Managing Director

**Steve McCormick**  
Director of Technology

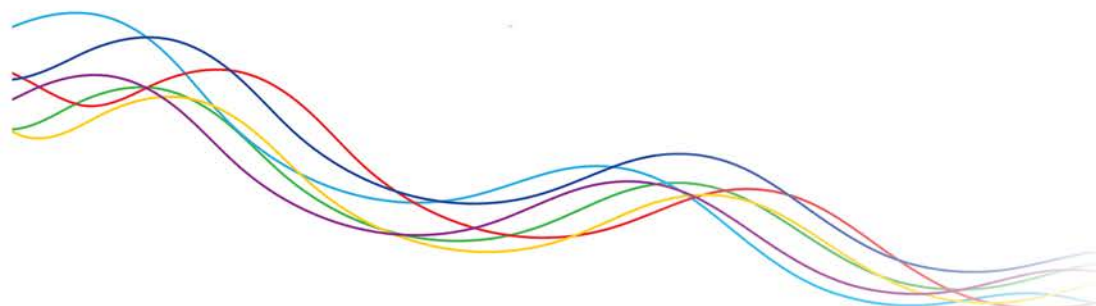
**Rose Grace**  
Human Resources Director

**Chris Kozlik**  
Development Director

PFE-QM  
Issue B  
Revision 5  
March 2015

**Nick Worton**  
Company Secretary & Financial  
Director

**Bob Adamson**  
Operations Director



### Health & Safety at Work etc Act 1974

This is the Health & Safety Policy Statement of Parkside Flexibles (Europe) Ltd.

The Health & Safety at Work Act 1974 imposes certain obligations on an employer, not only to take all such actions as are reasonable to safeguard the health & safety of their employees, but to be able to demonstrate that they are doing so.

It is the policy of Parkside Flexibles (Europe) Ltd to give the greatest importance to the health, safety & welfare of its employees. Health & safety is a management responsibility, however employees & contractors also have a duty under health & safety legislation, & are expected to contribute to making a safe place of work. The Company recognises & accepts responsibility as an employer for providing a safe & healthy workplace & working environment for all employees in premises under its direct control.

The Company will co-operate with customers, suppliers & other appropriate bodies with the object of providing a safe working environment for our employees in premises not under direct control of the Company. Moreover, the Company recognises & accepts its responsibility to ensure that other parties are not adversely affected by its' activities.

The Company will take all steps, so far as is reasonably practicable, to meet its health & safety responsibilities & our statement of general policy is:

- To provide adequate control of the health & safety risks arising from our work activities
- To consult with our employees on matters affecting their health & safety
- To provide & maintain safe plant & equipment
- To ensure safe handling & use of substances
- To provide information, instruction & supervision for employees
- To ensure all employees are competent to do their tasks, & give them adequate training
- To prevent accidents & cases of work-related ill health
- To review & revise this policy as necessary at regular intervals

A Health & Safety Policy will not be successful unless it actively involves the people who work in the Company. The Company will therefore, seek to ensure effective communication & consultation via the various established methods at its disposal.

Company management considers health & safety of such importance, that the breach of health & safety procedures by employees constitutes misconduct & will be dealt with as a disciplinary matter. It is equally the legal duty of every employee to work in accordance with the Health & Safety Policy, & each employee must accept and carry out their responsibilities to:

- Act with due care to prevent injury to themselves & others
- Report all accidents, near misses, damage to equipment & other potential hazards.
- Follow the agreed working procedures including the correct use of safety equipment & protective clothing.
- Co-operate fully in the investigation of all accidents.

This Health & Safety Policy is determined by the Directors, who have overall responsibility for the achievement of Company Health & Safety objectives, & will be reviewed annually. The Directors of Parkside Flexibles (Europe) Limited will fully support this policy & all those who endeavour to carry it out.

Signed for, & on behalf of, Parkside Flexibles (Europe) Ltd.

Nick Smith  
Managing Director

Steve McCormick  
Director of Technology

Rose Grace  
Human Resources  
Director

Chris Kozlik  
Development Director

Nick Worton  
Company Secretary &  
Financial Controller

Bob Adamson  
Operations Director

