HEALTH & SAFETY POLICY

Date of issue: February 2021

1. <u>About this policy</u>

As part of making Marston's the place to be, we are committed to managing safety across all our business operations effectively and to protecting the safety of our customers, people and any other persons who could be affected by our activities.

More details of the company's commitment to safety can be found in the Safety Policy Statement in the appendix to this policy.

2. <u>Scope</u>

Marston's Beer Company incorporates six breweries and a national distribution network including 13 warehouses/distribution depots delivering to our own pubs and to other customers across the UK.

Marston's Pubs business comprises circa 1,550 pubs in England, Scotland and Wales. Around 450 of these are leased and tenanted businesses where Marston's has some safety responsibilities as landlord but otherwise, these pubs are run as independent businesses with their own safety arrangements.

The other 1,100 pubs are operated as managed, franchise or retail agreement businesses. The Safety Policy applies in full in all the managed pubs. The retail and franchised pubs must operate to the company's Safety Policy or alternative measures that are equivalent. The company completes a minimum of twice annual, unannounced safety audits in all pubs to ensure adherence to this policy.

Full details of the Safety Management system and the procedures that must be followed are detailed in the Health & Safety Manual and Food Safety Policy.

3. <u>Responsibilities for Safety</u>

Chief Executive Officer

- The duty holder with overall accountability for all aspects of safety.
- Accountable for demonstrating Marston's commitment to safety at main board level.

<u>Chief Financial and Corporate Development Officer</u>

- Responsible for ensuring appropriate resources are made available to ensure appropriate safety standards are maintained.

<u>Group People Director</u>

- Responsible for ensuring that safety related matters are fully considered at Executive Committee level.
- Accountable for ensuring that safety performance within all aspects of the business is monitored effectively and reported to the Executive Committee for review.

- Accountable for ensuring that safety performance is reviewed on an annual basis to determine if the current arrangements remain satisfactory or if changes to either policy or procedure are required.
- Responsible for ensuring that safety training programmes are delivered of the right quality, in the right way at the right time.

Estates Director

- Accountable for ensuring that appropriately qualified nominated contractors are available for carrying out all the statutory testing requirements in accordance with the planned preventative maintenance regime.
- Accountable for ensuring that all remedial facility actions identified in the planned preventative maintenance regime, fire risk assessments and safety audits are completed.
- Accountable for the completion of general reactive maintenance issues relating to the safety integrity of pubs are completed in line with company policy and statutory guidelines.
- Accountable for ensuring the design and construction of new or newly acquired pubs comply with safety legislation and best practice

Managing Director – Marston's Beer Company

- Ultimate accountability for the operational delivery of company safety policies and procedures in production and logistics.

Operations Directors, Director of Supply Chain and Director of Logistics

- Accountability for delivery of company safety policies and procedures.
- Responsible for proactive leadership of and championing health & safety within all operation teams.
- Reinforcing required behaviours by review of health & safety performance within the appropriate operational review meetings.
- Responsible for ensuring appropriate resources are made available within their operations to ensure safety processes are implemented.
- Responsible for supporting Heads of Operations and Executive Managers in ensuring that their operations remain safe.

Group Head of Health & Safety

- Responsible for ensuring that the company safety policy and management systems are kept fully up to date, are properly communicated, are fully implemented and are firmly embedded to ensure all business practices remain safe and secure.
- Responsible for advising the Risk & Compliance Committee of any issues that need consideration including changes required to company policy.
- Responsible for advising on and supporting Directors, Head of Operations, Executive Managers, Area, Department, Depot and Pub Managers and Operators in the implementation of company safety policies and monitoring systems.
- Responsible for monitoring of the safety performance of the company and providing monthly reports to the Executive Committee and Main Board as required.
- Responsible for ensuring that all accidents and incidents occurring at the company premises or involving Marston's employees or customers are fully investigated to identify root causes and that appropriate corrective actions are implemented.
- Responsible for developing and directing the safety audit programme and monitoring that appropriate corrective actions are taken.
- Responsible for monitoring of all enforcement officer activity and ensuring there is effective liaison with those officers.

- Responsible for working with the company's Primary Authorities for fire safety and health & safety and maintaining the relationship.

Supply Chain Health & Safety Manager

- Responsible for advising on and supporting the implementation of company safety policies and management systems to ensure all business practices remain safe.
- Advising and supporting the Directors of Supply Chain and Logistics, Head Brewers and Logistics Managers in meeting requirements of company safety policies and monitoring systems.
- Developing and delivering training programmes to meet company safety policy requirements.
- Managing the delivery of the safety audit programme and monitoring that appropriate corrective actions are taken.
- Ensuring that all accidents and incidents occurring at the company premises or involving Marston's employees are fully investigated to identify root causes and that appropriate corrective actions are implemented.
- Liaising with enforcement officers, brewery, depot and other support teams to ensure satisfactory resolution of any safety enforcement activity.
- Ensuring that any unsafe act, condition or situation is immediately notified to the Group Head of Health & Safety.

Head of Operational Excellence

- Responsible for ensuring the Food and Licensing team are proactive in advising and supporting Directors, Head of Operations, Area and General Managers in the implementation of food safety policies and monitoring systems.
- Liaising with Directors and Heads of Operations/Regional and Area Operation Managers on safety matters, policies and monitoring systems to ensure that "safe and legal" is underpinning operational performance.
- Liaising with Estates, Operations and Compliance teams to ensure company safety policies and procedures are reflected in the Capex programme.

Group Compliance Manager - Food & Licensing

- Responsible for ensuring that the company food safety and licensing policy and management systems are kept fully up to date, are properly communicated, are fully implemented and are firmly embedded to ensure all business practices remain safe and secure.
- Responsible for advising the Risk & Compliance Committee of any issues that need consideration including changes required to company policy.
- Responsible for advising on and supporting Directors, Head of Operations, Area and General Managers in the implementation of food safety policies and monitoring systems.
- Responsible for ensuring that all food safety incidents are fully investigated to identify root causes and that appropriate corrective actions are implemented.
- Responsible for developing and directing the food safety audit programme and monitoring that appropriate corrective actions are taken.
- Responsible for monitoring of all food and licensing enforcement officer activity and ensuring there is effective liaison with those officers.
- Responsible for working with the company's Primary Authority for food safety and maintaining the relationship.
- Ensuring that any unsafe act, condition or situation is immediately notified to the Group Head of Health & Safety.

Heads of Operations, Regional/Operation Managers and Executive Managers (Head Brewers and Logistics Managers)

- Ensuring that their operations remain safe through implementation of company safety policies and procedures with no compromises.
- Responsible for ensuring they fully understand company safety policy and requesting assistance or guidance if they are unclear on any points.
- Accountable for ensuring that Area Operations Managers, Departmental Managers and Depot Managers receive appropriate safety training before they take up their appointment and take charge of any area.
- Responsible for communicating company safety policy to Area Operations Managers, Department Managers and Depot Managers.
- Monitoring of the Area Operations Managers, Department Managers and Depot Managers implementation of safety policy in their areas.
- Ensuring that a robust plan of coverage is agreed with their Director, in the instance of an Area Operations Manager, Department Manager and Depot Manager vacancy.
- Ensuring that any unsafe act, condition or situation is immediately notified to the Group Head of Health & Safety.
- Ensuring that disciplinary proceedings are instigated where necessary for breaches of safety policy.

Area Operations Managers, Multi-Site/Cluster Managers, Department Managers and Depot Managers

- Ensuring that the pubs, departments and depots that they are responsible for remain safe through implementation of company safety policies and procedures with no compromises.
- Responsible for ensuring they fully understand company safety policy and requesting assistance or guidance if they are unclear on any points.
- Accountable for ensuring that Pub General Managers and Operators and Department and Depot team members receive appropriate safety training before they take up their appointment and take sole charge of any pub or area of responsibility.
- Responsible for communicating company safety policy to General Managers and teams.
- Responsible for escalating safety issues, accidents, incidents, defects or concerns until resolution.
- Responsible for all safety matters within an operation in the absence of a Pub General Manager and ensuring appropriate cover is provided by an appropriately trained employee.
- Monitoring of the Pub General Managers and Operators implementation of safety policy in their pubs and their team's implementation of safety policy in their Department or Depot.
- Ensuring that appropriate corrective action is taken in response to any non-compliance with safety policy.
- Ensuring that any unsafe act, condition or situation is immediately notified to the Group Head of Health & Safety.
- Ensuring that disciplinary proceedings are instigated where necessary for breaches of safety policy.

General and Assistant Pub Managers and Pub Operators

- Ensuring that their pub remains safe through implementation of company safety policies and procedures with no compromises.
- Responsible for ensuring they fully understand company safety policy and requesting assistance or guidance if they are unclear on any points.
- Ensuring that all team members are fully trained in safety matters appropriate to their job role and are fully aware of their responsibilities and duties and know how to carry these out correctly.
- Ensuring that no team members are left in charge of a pub or operation within the business without having completed the necessary safety training.

- Responsible for monitoring compliance of their team to the safety policies and carrying out the tasks within it.
- Ensuring that appropriate corrective action is taken in response to any non-compliance with safety policy.
- Responsible for escalating safety issues, accidents, incidents, defects or concerns until resolution.
- Ensuring that disciplinary proceedings are instigated where necessary for breaches of safety policy.

All Team Members

- Responsible for carrying out their duties with due regard for the training that they have received in relation to safety.
- Conducting themselves in a safe and secure manner at work and not doing anything which might jeopardize their own safety or that of their colleagues or customers.
- Responsible for reporting any unsafe practices, faulty equipment or hazards to their line manager.

4. **Communication**

This Safety Policy will be maintained on the company's intranet systems.

A copy of the Safety Policy Statement will be posted on the Marston's plc publicly accessible website.

The Safety Policy Statement must be brought to the attention of all team members. This can be achieved by printing a copy of the following page and pinning it to appropriate notice boards in team member areas.

5. **Contacts**

Group Head of Health & Safety Richard Webster	Email: Richard.Webster@marstons.co.uk Telephone: 07789 643707
Supply Chain Health & Safety Manager Nicky Barnes	Email: Nicola.Barnes@marstons.co.uk Telephone: 07775 704413
Logistic Health & Safety Manager David Russell	Email: David.Russell@marstons.co.uk Telephone: 07771 955 512
Group Compliance Manager - Food & Licensing Ruth Powell	Email: Ruth.Powell@marstons.co.uk Telephone: 07971 899148
Senior Fire Safety Engineer Lee Champ	Email: Lee.Champ@marstons.co.uk Telephone: 07824 538561