

Alhamadah Almutahida

Commercial Registration No. 412256



Occupational Health and Safety Policy

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Revision: 1.0

Process Owner: Chief Executive Officer

Intended Users: Alhamadah Almutahida. All employees and business associates.

Last updated: August 2026

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1. PURPOSE

- 1.1. Alhamadah Almutahida removes and processes scrap metal, work carried out with heavy vehicles and cutting equipment and frequently inside another company's operating site. This policy sets out how we protect the people who do that work and everyone around it.
- 1.2. We work to the health and safety laws of the State of Kuwait and to the site rules of every client whose premises we enter.

2. SCOPE

- 2.1. This policy applies to every director and employee of Alhamadah Almutahida, and to our business associates, including agents, suppliers, subcontractors, hauliers and any other party performing services for or on behalf of the company.
- 2.2. It applies at our yard, at our office, and at any client site our people or our vehicles enter. Where a client operates a stricter standard, the client's standard applies.

3. COMMITMENTS

- 3.1. No load, no schedule and no price is worth an injury. Where safety and progress conflict, work stops.
- 3.2. We give effect to these commitments through the following, which include but are not limited to:
 - a) **Permits and Inductions**
No work begins until access, permits and site inductions are in place. Mobilisation waits for them rather than running ahead of them.
 - b) **Protective Equipment**
Every person on site is issued the protective equipment the task requires, and is required to wear it for as long as the task lasts.
 - c) **Named Supervision**
Every site job has a named supervisor accountable for how it is carried out, who is also the client's point of contact while it is under way.
 - d) **The Right to Stop Work**
Anyone may stop a job they believe is unsafe, whatever their position or length of service, and will not be penalised for having stopped it.
 - e) **Equipment Fitness**
Vehicles, plant and lifting equipment are maintained, inspected and withdrawn from service when they are not fit for the work.
 - f) **Incident Reporting**
Incidents and near misses are recorded and reviewed. Anything occurring on a client's site is reported to that client.

4. IMPLEMENTATION

- 4.1. Before mobilising to a client site we agree the access arrangements, the permits required and the working hours, and we brief the crew on them.
- 4.2. Crews are briefed on the hazards of each job before it starts, and supervision remains present while cutting, lifting and loading are carried out.
- 4.3. Where an incident or a near miss shows that a method is unsafe, the method is changed before the work resumes.

5. RESPONSIBILITIES AND REPORTING

- 5.1. Responsibility for observing this policy rests with every person it covers. Oversight rests with the Chief Executive Officer, and day to day implementation with management.
- 5.2. Anyone, whether employed by the company or not, may report a breach. A person who reports in good faith is given confidentiality and is protected from any adverse consequence for having reported.
- 5.3. Reports may be made to the Chief Executive Officer directly, using the telephone number printed at the foot of this document.

6. EFFECTIVE DATE

- 6.1. This policy was approved by the Chief Executive Officer and is effective from the date shown below. It is reviewed at least once a year, and whenever the work, the law or a client requirement changes.

Effective from **31 August 2026**

Mohammed Sajid

Chief Executive Officer
Alhamadah Almutahida

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