



Health & Safety Policy

Purpose

We are a UK-based business supplying 3D-printing materials. This policy sets out how we protect people, manage health and safety risks, and continually improve in a proportionate, practical way.

Scope

Applies to all activities under our control and influence, including offices and home working, manufacturing partners, logistics/3PL warehousing, business travel, events, and visits to customer or supplier sites.

Our Policy Statement

- **Comply** with applicable UK health and safety law and HSE guidance.
- **Prevent injury and ill-health** by identifying hazards and controlling risks
- **Provide safe workplaces, equipment and systems of work** appropriate to our activities.
- **Ensure competence** through proportionate training, information, instruction and supervision
- **Consult and engage** colleagues on matters affecting their health and safety.
- **Continuously improve** via measurable objectives reviewed at least annually.

Governance & Accountability

- Overall accountability rests with our **Managing Director**.
- Managers implement this policy in their areas (risk assessments, controls, supervision).
- All colleagues must take reasonable care, follow instructions, use provided controls/PPE, and promptly report hazards, near-misses and incidents.

Planning & Risk

- Maintain proportionate, documented risk assessments covering (as applicable): DSE, manual handling, business travel/driving for work, lone working, fire, and activities at third-party sites.
- Identify statutory inspections/maintenance where required and keep records.
- Report and investigate incidents and near-misses; statutory notifications where legally required.

Workplaces, Equipment & Operations

- Keep workplaces safe and tidy with clear access/egress and suitable welfare facilities.
- Ensure work equipment under our control is suitable and maintained; only trained people use it.
- **DSE**: provide reasonable adjustments for regular screen users (including home working).
- **Manual handling**: avoid where possible; provide handling aids and instruction.
- **Electrical safety**: manage fixed and portable equipment sensibly.
- **Driving for work**: roadworthy vehicles, journey planning, no handheld devices while driving.
- **3PL/warehousing**: require partners to operate to equivalent standards and share key safety information; escalate incidents to us promptly.



Substances (as applicable)

- Identify hazardous substances; hold safety data; complete proportionate assessments and controls (e.g., ventilation, storage, PPE); manage disposal responsibly.

Emergency Preparedness

- Maintain suitable fire risk controls and clear evacuation arrangements at locations we control; follow host-site procedures elsewhere.
- Provide adequate first-aid arrangements (trained first-aiders or appointed persons)
- Test and review emergency arrangements periodically.

Training, Information & Supervision

- Provide induction and role-specific training; refresh at sensible intervals.
- Keep concise training and competence records.
- Use briefings/toolbox talks to reinforce key risks and controls.

Health & Welfare

- Support reasonable adjustments and ergonomic good practice.
- Encourage reporting of work-related health concerns early and treat concerns sensitively.

Suppliers, Contractors & Partners

- Set clear safety expectations in purchasing and contracts where appropriate.
- Exchange relevant risk information before work starts; review method statements where needed.
- Monitor higher-risk activities proportionately.

Communication

- This policy is published internally and externally.
- We will consult colleagues on relevant changes and provide updates in plain English.

Raising Concerns

Colleagues and partners are encouraged to report health and safety concerns or potential non-compliance to the Health & Safety Lead or line manager. Issues will be reviewed and addressed promptly, without detriment to the person raising them.

Version & Approval

This declaration has been created electronically and is valid without signature until a revised version is published. For further details, please contact Filamentive at the address above.

Version: 1.0

Effective date: 10 September 2025

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