

**Health and Safety Policy**

|  |  |
| --- | --- |
| **Document Classification:** | **Level 0 - Public** |
| **Document Ref:** | **HSM01** |
| **Version:** | **2.3** |
| **Date:** | **25.01.2023** |
| **Document Author:** | **Charlie Denham** |
| **Document Owner:** | **Charlie Denham** |

**Revision History**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Revision author** | **Summary of changes** |
| 2.3 | 25.01.2023 | C Denham | Transition to new document format and clarifications to section 4.0  |

**Review**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Position** | **Signature** | **Date** |
|  |  |  |  |

**Approval**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Position** | **Signature** | **Date** |
| carl cavers | chief executive officer |  |  |

**CONtenTS**

[1. H&S Mission statement 3](#_Toc123735578)

[2. Arrangements 3](#_Toc123735579)

[3. Senior Leadership 3](#_Toc123735580)

[4. Support 4](#_Toc123735581)

[5. Objectives and Performance Monitoring 4](#_Toc123735582)

[6. Communication 4](#_Toc123735583)

[7. Employee responsibilities 4](#_Toc123735584)

[8. Review 4](#_Toc123735585)

**Health and Safety Policy**

# H&S Mission statement

As our business continues to grow, the health, wellbeing and safety of the Sumo family is our absolute priority. We will work as a team to ensure that everyone in the group feels welcome, safe, and secure, making and contributing to games that everyone wants to play. We are accountable for our actions along the way and will all play our part in protecting one another.

# Arrangements

Sumo Group ltd will put plans in place to ensure that:

* Working for, or visiting, Sumo Group companies will not be detrimental to the safety or health of any person.
* Relevant training and instructions are available to employees to conduct their work in a safe manner
* Hazards are identified, assessed, and eliminated where possible. Where hazards cannot be eliminated, appropriate controls will be implemented
* Specialist advice is obtained when required to manage and improve workplace safety
* Requirements placed on the company by local law or other stakeholders are met

# Senior Leadership

The Chief Executive Officer is responsible for the overall safety and health of all employees of Sumo group and all visitors to Sumo group sites.

Division Managing Directors along with their respective Studio Directors are responsible for providing staff with a safe working environment in the studio for which they are responsible.

Development and Discipline Directors are responsible for ensuring that work conducted by staff under their control is safe and does not present the risk of ill health.

# Support

The Health & Safety and Facilities team will provide support to the Managing Director, Vice Presidents, Studio Directors, and other staff tasked with managing health and safety measures.

The Health & Safety and Facilities team will comprise of staff who are competent to advise on the risks and safety matters likely to arise in Sumo’s business. Matters outside of the team’s experience will be referred to competent third parties as required.

# Objectives and Performance Monitoring

Objectives will be put in place to ensure the continuous improvement of health and safety provision at all sites. Targets related to these objectives will be set and performance will be reviewed monthly.

# Communication

Sumo group will consult with employees on matters affecting their health and safety and invite them to participate in solutions. We will consult with employees directly, or with employee representatives where this is more appropriate.

Employees not wishing to raise concerns directly with their line or office manager can contact the Health & Safety and Facilities team or the HR department.

# Employee responsibilities

* To comply with safety instructions given to them and not to behave in a way that endangers themselves or others
* Not to interfere with safety measures put in place by Sumo group or anyone acting on its behalf
* To report safety risks to their line manager or to the Group Head of Health and Safety and Facilities

# Review

This policy will be reviewed and signed by the Chief Executive Officer on an annual basis or following a significant change of circumstances to continuously improve the management of health and safety.



Carl Cavers

Chief Executive Officer