

## DS Smith Kemsley Integrated Site Policy

The Paper Division mission is to be customer centric, securing supply, providing technical knowledge and support with a commitment to sustainability. The goal is to become the leading supplier of recycled based paper packaging and Paper for construction materials. This commitment shall be achieved through environmental and energy-efficient practices and provision of safe and healthy working conditions for the prevention of work related injury and ill health. Employees health and wellbeing, the environment and customers are at the centre of decision making and will incorporate and commit to the following principles;

1. Ensure as a minimum, compliance with all applicable health, safety, environmental, and energy obligations, as well as meeting or exceeding other requirements to which the site subscribes. Kemsley paper mill has adopted the CEPI Good Manufacturing Practice system to ensure compliance.
2. Achieving and fostering a culture of operational excellence embracing the DS Smith Way, resulting in a high standard of Environmental, Quality and Health & Safety management which sets targets striving for overall continual improvements.
3. Set objectives in an operational system which complies with GMP, ISO14001, ISO50001, OHSAS 18001, ISO45001 and ISO9001. These processes shall be audited and reviewed to monitor performance in order to continuously improve the management systems and reduce the number of non-conformities through corrective and preventive actions.
4. Application of risk management techniques to eliminate hazards, minimise risk and maximise opportunities for improvement to the business, the environment, along with health and safety, through a plan, do, act, check approach.
5. Providing comprehensive information and training on a job-specific or site-wide basis relating to performance responsibilities, standards and compliance obligations.
6. Information is documented, communicated and available to all interested parties.
7. Engage and consult with employees, suppliers and interested parties by apply a caring, challenging, responsive and tenacious attitude, sharing knowledge and develop trust across the organisation. Active participation is expected in the cooperation and participation in the risk management process including reporting all incidents and near misses.
8. Understand the customer's needs and expectations so that the product range is tailored to their needs, incorporating recyclable low carbon emission designs where practical
9. Consider key suppliers Health, Safety, Quality Environmental and Energy policies as part of the process for their evaluation and selection
10. Cooperate with regulatory authorities to ensure adherence to Health, Safety and environmental requirements ensuring minimising environmental risks, preventing pollution and preventing injury and will health to all employees, contractors and visitors.
11. Seek to consistently reduce the use of resources, conserving freshwater, minimising waste and maximising recycling where possible with energy efficiency at the core.

A handwritten signature in black ink, appearing to read "Ben Jennings".

Ben Jennings – Mill Manager

Date: 29.4.20