

QHS Integrated Manual
ISO 9001: 2015 & iso 45001-2018
Annex III, QHS-Policy

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- ◆ Trust wood shall consistently strive to ensure the Quality, Health and Safety of its staff members and its property through continuous training and education, sharing of knowledge, benchmarking performances and operations, innovation, and participation in continual improvement programs that will minimize all causes of incidents from its workplace targeting continuous improvement on incidence rate
- ◆ In Business Operations, we are committed to providing quality service within given deadlines to ensure our customer satisfaction
- ◆ We systematically monitor all relevant operating processes.
- ◆ We evaluate internal monitoring results as well as external input from other Industries, clients, press or auditors and always consider how we can improve our management system.
- ◆ We communicate in an open, timely and factual manner.
- ◆ We work towards achieving a proactive and non-blame culture in the company.
- ◆ We encourage everybody to report any deficiency regarding quality and safety
- ◆ We educate our staff in accordance with our training policies to ensure continuous improvement in staff knowledge and awareness about the importance of quality, safety and respecting the environment in their daily work
- ◆ We nurture a respectful, open and participative working environment, where employees are given the opportunity to develop their skills allowing them to develop their career and grow within the organization
- ◆ We enhance the systematic research and use of best preventive measures at all levels, ensuring reliable risk management.
- ◆ The Management's involvement and commitment helps develop employees to reach their full potential, to be competitive, creative, responsible, and accountable, through training programs.
- ◆ It is our policy that our business is executed in a manner that ensures the optimum safety and health of our staff and all persons who may be affected by our operations
- ◆ Continually analyze and assess risk factors, both physical and social, that may affect the safety and health of employees.
- ◆ We will report annually for the compliance with these standards.
- ◆ Recognize that our people are our most important asset and provide them with appropriate health and safety awareness to minimize risk of injury or sickness, via circulars, internal workshops and toolbox talks, as well as external training/courses
- ◆ The QHS Policy will be reviewed annually to ensure it continues to reflect the company's objectives and goals to ensure we are up to date with legislative requirements.
- ◆ Provide basic Emergency Response facilities and training to employees.
- ◆ Maintain adequate medical records of employees, and provide them access to quality medical services with proper health insurance coverage
- ◆ The Performance of our Quality, Health and Safety Integrated Management System will be reviewed and addressed in management meetings.

- **It is the responsibility of senior management to ensure that appropriate resources, including human resources and financial resources are allocated for the implementation of this policy across all operational and communication levels.**

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Position: General Manager

Signature: _____

