

Occupational Health & Safety (OHS) Compliance Statement

1. Purpose and Scope

Digissential is committed to providing and maintaining a safe and healthy working environment for all employees, contractors, clients, and visitors. This compliance statement applies to all operations of the business, including work carried out on-site at client premises, within our workshop, and during remote service visits. The objective is to prevent accidents, injuries, and occupational illnesses through proactive safety management.

2. Legal Framework

This statement is aligned with the Occupational Health and Safety Act, No. 85 of 1993 (South Africa) and its associated regulations. Digissential also complies with the Hazardous Substances Act, the National Environmental Management Act, and all applicable municipal safety by-laws. Where applicable, the company will also observe relevant international best practices.

3. Responsibilities

a) Employer (Digissential):

- Provide and maintain safe systems of work.
- Ensure that proper training, supervision, and safety equipment are provided.
- Identify workplace hazards and implement effective control measures.
- Ensure compliance with all applicable health and safety laws.

b) Employees and Contractors:

- Follow all safety instructions, procedures, and training provided.
- Immediately report hazards, incidents, or unsafe conditions.
- Correctly use personal protective equipment (PPE) and safety devices provided.

4. Hazard Identification and Risk Management

Digissential conducts regular inspections of all work environments, including client sites, to identify hazards. Risk assessments are carried out before commencing any high-risk tasks. Procedures are in place for electrical safety, hazardous material handling, and the safe use of tools and equipment.

5. Safe Work Practices

All work activities are carried out in accordance with established safety protocols, including:

- Electrical safety guidelines during repairs.
- Manual handling techniques to prevent injury.
- Ergonomic workstation setups in both the workshop and office.
- Use of PPE such as gloves, eye protection, and anti-static gear when necessary.

6. Emergency Preparedness

Emergency measures include fire safety equipment, clearly marked evacuation routes, and accessible first aid kits. Designated first aiders are trained and equipped. Incident reporting and investigation procedures are in place to ensure timely corrective actions.

7. On-Site Client Work Safety

Before commencing work on client premises, a pre-work site safety inspection is conducted (as per Annex E – On-Site Safety Checklist). Clients are engaged to ensure safe access, adequate workspace, and mitigation of risks associated with public, pet, or child presence.

8. Health and Hygiene

Workspaces are maintained in a clean and hygienic condition. Hazardous materials are disposed of in accordance with the Annex D – E-Waste & Disposal Policy. Appropriate measures are taken to reduce exposure to dust, fumes, or chemicals.

9. Training and Awareness

All employees and contractors undergo mandatory OHS induction training upon joining Digissential. Ongoing refresher training is provided, and all sessions are recorded for compliance purposes.

10. Monitoring, Review, and Continuous Improvement

This OHS Compliance Statement is reviewed annually or following significant incidents. Lessons learned from incident investigations are used to improve safety policies and practices.

11. Statement of Commitment

Digissential affirms its commitment to upholding the highest Occupational Health & Safety standards. This includes proactive hazard prevention, legal compliance, and continuous improvement of safety measures.