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| Document Type   | Policy                 |           |   | <br><b>Port of<br/>Milford Haven</b> |
| Document Number | HSS-MGT-POL-001        |           |   |  |
| Document Name:  | Health & Safety Policy |           |   |  |
| Date Issued:    | 09/01/2026             | Revision: | F |  |
| Sensitivity:    | Public                 | Page No:  | I |  |

# Health and Safety Policy



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## Health and Safety Policy Contents

### Health and Safety Policy

This Health and Safety Policy contains a plan detailing how the Port of Milford Haven (“Port”) manages its health, safety and welfare obligations under:

- H&S at Work, etc. Act 1974
- Ports & Marine Facilities Safety Code 2025
- Code of Safe Working Practices for Merchant Seafarers, Amendment 3 October 2018

The policy sets out the Port’s commitment to manage risks, provide good standards of health and safety and meet its legal duties. Health and safety is an integral part of how the Port does business as a responsible employer, and it has put in place the necessary arrangements to achieve this, e.g. the Safety Management System component under PIMS (Port Integrated Management System). The policy has been prepared after a full appraisal of the Port’s health, safety and welfare requirements and will be reviewed annually.

### Health and Safety Policy Statement of Intent

This is a declaration of the Port’s intent to provide and maintain, so far as is reasonably practicable, a safe and healthy working environment and to enlist the support of its employees towards achieving these goals. The Statement of Intent is brought to the attention of all employees by publication in the main Health and Safety Policy and in the Employee Safety Handbook. It may also be included on notice boards across the Port’s premises. As importantly, this intent should be felt by every employee through the collective actions and behaviours that define the culture of the Port.

### Organisation and Responsibilities

This part of the Policy details the key roles - who owns and who implements the Port’s Safety Arrangements and Management Procedures. These responsibilities are fulfilled by completion of various Safety Records.



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### Safety Arrangements (not included within this Policy)

These documents explain “what we do” to manage individual health and safety obligations for which the Port is responsible.

### Management Procedures (not included within this Policy)

These documents explain “how we implement” the Safety Arrangements.

### Safe Systems of Work (Local Work Instructions/ Marine Operating Procedures) (not included within this Policy)

These documents provide a set of step-by-step instructions for specific tasks within an operational area, capturing controls from risk assessments, COSHH assessments, identifying permit to work requirements, etc.

### Relevant Legislation

This part of the Policy sets out the main statutes and regulations, that are currently in force, affecting health and safety at work.

### Safety Records

Examples of the Safety Records utilised by the Port are; some of which assist key roles in the fulfilment of their responsibilities as mentioned above:

- An annual review of the Port’s Safety management System.
- Proactive monitoring checklists created specifically for key individual roles and responsibilities defined within this Health and Safety Policy.
- A comprehensive source of records relating to periodic statutory examination inspection and testing of the work equipment and installations used by the Port.
- Records for Fire Safety Management.
- Health and safety training records.
- Event (accidents, incidents, near misses or concerns) reporting and investigation.
- Risk assessments, including records of review.



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## Health and Safety Policy Statement of Intent

The Port of Milford Haven (“Port”) recognises that it has responsibilities for the health and safety of its employees whilst at work and others who could be affected by its work activities under:

- H&S at Work, etc. Act 1974
- Ports & Marine Facilities Safety Code 2025
- Code of Safe Working Practices for Merchant Seafarers, Amendment 3 October 2018

It will assess the hazards and risks faced by its employees in the course of their work and take action to control those risks to an acceptable, tolerable level.

Key roles within the Port are made aware of their responsibilities and are required to take all reasonable precautions to ensure the safety, health and welfare of employees and anyone else likely to be affected by the Port’s operations.

The Port intends meeting its legal obligations by providing and maintaining a safe and healthy working environment so far as is reasonably practicable. This will be achieved by;

- providing leadership and adequate control of identified health and safety risks;
- consulting with employees on matters affecting their health and safety;
- providing and maintaining safe assets, such as plant, equipment and craft;
- ensuring the safe handling and use of substances;
- providing information, instruction, training where necessary for employees, taking account of any who do not have English as a first language;
- ensuring that all employees are competent to do their work, and giving them appropriate training;
- preventing accidents and cases of work related ill health;
- actively managing and supervising health and safety at work;
- having access to competent advice;
- continually improving health and safety performance and management through regular (at least annual) review and revision of this policy; and
- the provision of the resource required to make this policy and health and safety arrangements effective.

The Port also recognises;

- its duty to co-operate and work with other employers when working at premises or sites under their control to ensure the continued health and safety of all those at work; and
- its duty to co-operate and work with other employers and their employees, when their employees come onto the Ports premises or sites to do work for the Port, to ensure the health and safety of everyone at work.

To help achieve the Port’s objectives and ensure its employees recognise their duties under health and safety legislation whilst at work, the Port will also remind them of their duty to take reasonable care for themselves and for others who might be affected by their activities. These duties are explained on first employment at induction and also set out in an Employee Safety Handbook given to each employee, which sets out their duties and includes the Port’s specific health and safety rules.



Signature ..... Date ..... 12th January 2026  
 Position Chief Executive.....

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## Health and Safety Policy Record of Review

The Port's Health and Safety Policy is reviewed annually or sooner if necessary, e.g. in the event of significant changes to the organisations size/ structure. Safety Arrangements and Management Procedures are reviewed at intervals defined within these documents. This is a record of the reviews of the Health and Safety Policy that have been undertaken. The Port's health and safety consultancies will also review the system and documentation during their routine visits to ensure that they meet current statutory requirements and good practice relevant to the Port.

| DATE         | NAME OF REVIEWER(S) | OUTCOME<br><i>(State – No change required or explain any required changes)</i>  | REVISION |
|--------------|---------------------|---|----------|
| January 2022 | Niall Yeomans       | Reference to Employee Safety Handbook issue date. Statement of Intent annual review.<br>Asbestos MP Responsibility & Ownership has moved to The Estates & Facilities Operational Manager from The Head of Engineering.<br>MP022 – Lone Working added to the Responsibility Table. | 2.0      |
| July 2022    | Niall Yeomans       | Signature and Date change to reflect Appointment of New Chief Executive<br>MP021- Emergency Incident Management<br>MP023 – DSEAR added to Responsibility Table.<br>Digital Solutions Manager added to Responsibilities Table.<br>Local Legislation Updated                        | 3.0      |
| Jan 2023     | Steve Rodriguez     | Updated Policy number to HSS-MGT-POL-001, due to new document control process.<br>Change revision type from V3 to VC  | C        |



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|----------|---------------|---|---|
| Jan 2023 | Niall Yeomans | Updated Management Procedure Reference Numbers and Management Procedure Table. For issue for reapproval. Removed References to SEMS with PIMS or Safety Management System.  | C |
| Jan 2024 | Niall Yeomans | Updated Management Procedure Reference Numbers and Management procedure Table. Inclusion of Legal Register as a referenced document.  | D |
| Jan 2025 | Niall Yeomans | Orgnangram reviewed and updated to reflect 2024 Re org. Safety arrangements and Management Procedures chart reviewed  | E |
| Jan 2026 | Niall Yeomans | <p>Orgnangram reviewed and updated to reflect 2025 Re organisation structure Safety arrangements and Management Procedures chart reviewed</p> <p>“The Terrorism (Protection of Premises) Act 2025, added to Relevant legislation</p> <p>Port &amp; Marine Safety Code ammended to Ports &amp; Marine Facilities Safety Code 2025 to reflect revised publication</p> | F |



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## Organisation and Responsibilities

### Health and Safety Management Structure

The Chief Executive Officer (CEO) retains overall accountability for health and safety, however in relation to Marine health and safety this accountability, as per the PMSC, remains with the Duty Holder (MHPA Board) of which the CEO is a member. The Designated Person is appointed to provide independent assurance directly to the Duty Holder that the safety management system is working effectively.

Day to day responsibility for specific health and safety obligations has been delegated to key roles within the Port. These delegated responsibilities cascade through the management structure with support and direction provided by the CEO and Directors. The Port's management structure is shown here and the allocation of day to day responsibilities referred to above is shown in the Responsibility Table which appears later in this document.



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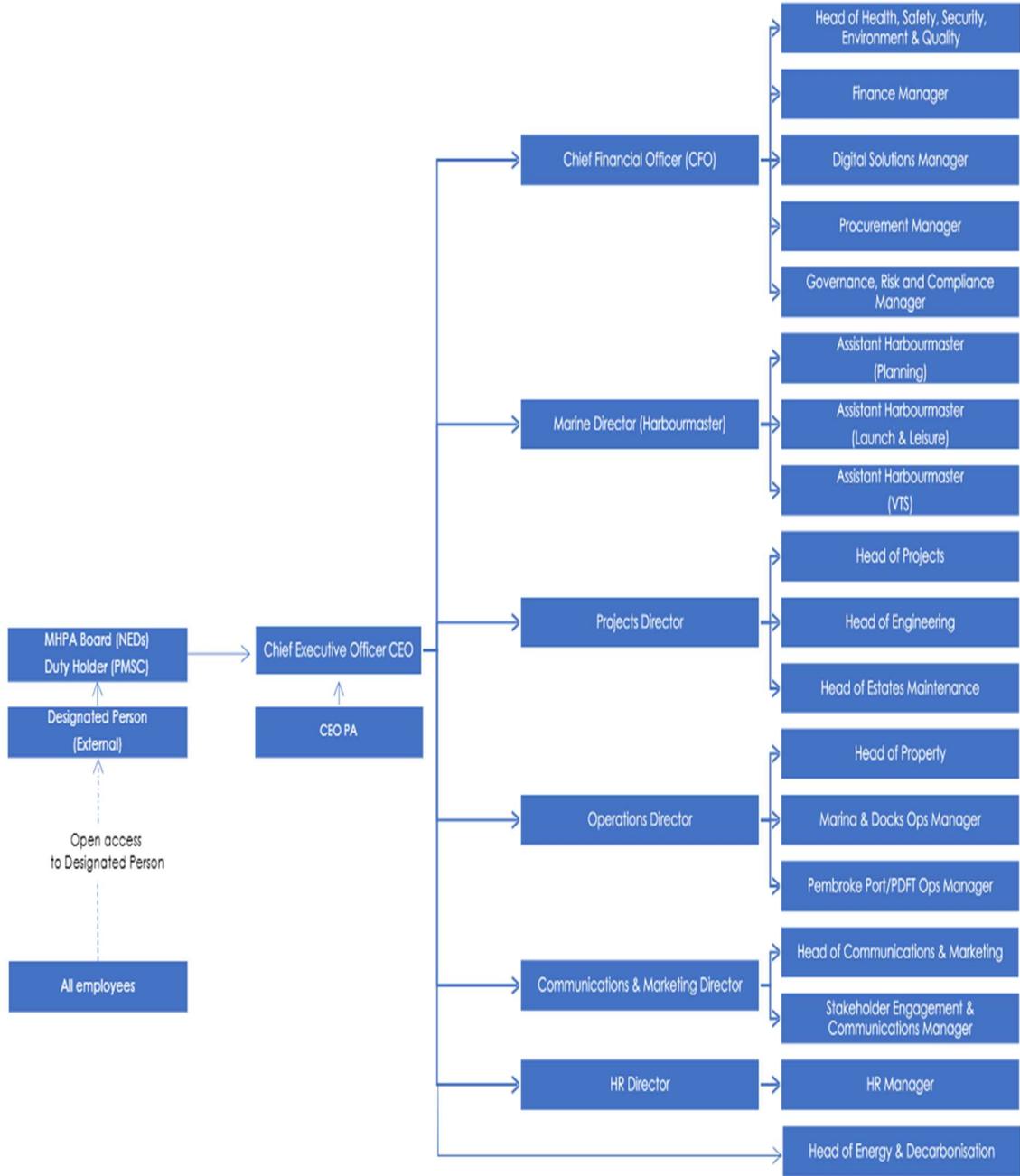


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NB. For the latest updates please refer to the on line ITrent system

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## Health and Safety Management Responsibilities

The CEO has overall accountability for the implementation of this Policy. In support of this, emphasis is placed on key roles within the Port for recognising hazards and potential risks and then taking steps to eliminate and where not possible, minimise their effects on employees and others. The CEO recognises that the Port needs to take action in respect of the main points listed here.

### General

- Provide and resource an effective Safety Management System
- Make arrangements to consult with employees on health and safety matters
- Arrange and maintain appropriate Employers' Liability Insurance cover
- Ensure that health and safety implications are considered when acquiring new equipment and machinery
- Ensure that contractors (when used) are competent and monitored during work
- Ensure that a process is in place to identify and report hazards
- Ensure that all employees receive appropriate health, safety and fire training
- Provide measures to protect the health and safety of employees working alone
- Monitor the health and safety performance of the organisation

### Occupational Health

- Ensure that adequate procedures are in place to identify and address occupational health risks
- Ensure that the measures required to reduce and control employees' exposure to occupational health risks are in place and used
- Implement measures to reduce stress within the workplace

### Accidents, Incidents and First Aid

- Record all events – accidents, incidents, near misses and concerns
- Complete event investigations, identify causes and measures for prevention



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- Ensure that applicable injuries, diseases and dangerous occurrences are reported to the Enforcing Authority
- Ensure that adequate first aid arrangements are in place

### Fire and Emergency Arrangements

Ensure that;

- Adequate arrangements are in place to deal with fire safety in relation to the Port's assets or premises, including tenanted premises where applicable, e.g. communal areas
- Employees are aware of the fire and evacuation arrangements and other emergency procedures
- Emergency equipment is provided, tested and maintained appropriately
- Adequate Fire Risk Assessments are completed

### Risk Assessment

Ensure that;

- Safe Systems of Work (Local Work Instructions (LWIs), Marine Operating Procedures (MOPs)) capturing controls from risk assessments, COSHH assessments, identifying permit to work requirements, etc.) are produced, as a minimum, for all activities that pose a significant risk of harm
- Risk assessments are documented
- The outcomes of risk assessments are carefully explained to employees

### Premises

- Provide a suitable and safe working environment for employees with adequate welfare facilities
- Ensure that the fixed electrical installation is adequately installed and maintained
- Introduce and maintain measures to control and manage the risks from asbestos
- Ensure good housekeeping standards are instigated and maintained
- Provide suitable and sufficient maintenance of the facilities provided within the workplace



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## Port Craft, Work Equipment and Personal Protective Equipment (PPE)

Ensure that;

- All port craft, work equipment and PPE provided by the Port is suitable and properly used
- All port craft, work equipment and PPE is appropriately procured and adequately inspected, maintained and tested where required

## Substances

Ensure that;

- All Substances are evaluated by COSHH assessment
- Where hazardous substances are identified replacement with other substances will be considered
- Employees involved in the use or movement of chemicals are suitably notified of the safe handling requirements and the control measures from the COSHH Risk assessment
- All substances will have a current Safety Data sheet available
- All substances are used safely and for their intended purpose
- All substances are appropriately and securely stored

## Managers and Supervisors

In addition to their general responsibilities for health and safety the Responsibility Table, shown later, sets out specific delegated health and safety responsibilities and identifies the key roles they are allocated to. They should refer to the associated Safety Arrangements and Management Procedures for further detail about those responsibilities.

## Employee Responsibilities

This Policy takes account of the specific statutory duties placed on employees to take care of their own health and safety whilst at work and that of others. Specifically, but not limited to, the Port expects employees to;

- Ensure that relevant company policies and procedures are read, understood and followed at all times
- Ensure that isolation and lock-off procedures are followed at all times
- Follow booking on and off site procedures at all sites (including head office)



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- Take reasonable care for their health and safety and the safety of others whilst at work
- Not intentionally or recklessly interfere with or misuse anything required by law or provided by the Port in the interests of health and safety
- Ensure that PPE, tools and equipment are maintained, inspected prior to / after use, used and stored in accordance with manufacturer documentation
- Follow all safety instructions and guidance when using equipment
- Report any events (accidents, incidents, near misses or concerns)
- Contribute to the promotion of health and safety culture in the workplace
- Follow all written Safe Systems of Work (LWIs and MOPs) and their requirements
- Follow the safety instructions of managers, supervisors and colleagues
- Ensure that they do not use tools and equipment unless they have been formally trained and are competent to do so
- Comply with legislation, Approved Codes of Practice and guidance notes
- Ensure all company vehicles are driven in a safe and suitable manner, and that the vehicle is left secure when not in use
- Consult on health and safety matters and investigations to ensure a safe working environment is established
- Seek advice from management on any issues relating to health and safety at work
- Observe and follow all site safety signs, general site rules and arrangements
- Activate the Stop Work Authority if you witness an unsafe act which presents a significant risk of harm

## Monitoring

The operation of this Policy, Safety Arrangements and Management Procedures is actively monitored through the periodic review of the Port's completed Safety Records. This is achieved through utilisation of Proactive Monitoring Checklists, completed by the roles identified in the Responsibility Table, arranging for remedial actions to be taken where necessary. The outcome of this proactive monitoring will also be reviewed during the quarterly PIMS Management Reviews.

The CEO has overall accountability for this, but some of the routine tasks have been delegated.

Monitoring and review help the Port to check the effectiveness of its PIMS.



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## Responsibility Table

This Responsibility Table shows the allocation of particular health and safety obligations to key roles. Whilst the CEO has overall accountability for managing health and safety, the table is marked and colour coded to show how the CEO is assisted in discharging duties through the Directors to roles within the Port. The Table also includes reference numbers for the associated Safety Arrangements and Management Procedures. The development of the Safety Arrangements and Management Procedures is work in progress, those in place are identified in the table.

- Responsibility and Ownership of the Safety Arrangement and Management Procedure (Responsible Person)
- Responsibility for Implementation of the Safety Arrangement and Management Procedure within their operational teams (liaising with the Responsible Person)

### Key

|  |
|--|
| Chief Executive Officer  |
| Chief Financial Officer  |
| Operations Director  |
| Head of Health Safety, Security, Environmental & Quality (HSSEQ) |
| Pembroke Port/PDFT Operations Manager                            |
| Marina & Docks Operations Manager                                |
| Head of Estates Maintenance                                      |
| Head of Engineering  |
| Head of Property   |
| Environmental Manager  |
| Digital Solutions Manager  |
| Communications & Marketing Director                              |
| Head of Communications & Marketing                               |
| Marine Director & Harbourmaster                                  |
| Assistant Harbourmaster Launch & Leisure                         |
| Assistant Harbourmaster VTS                                      |
| Assistant Harbourmaster Planning                                 |



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| HR Director      |
| HR Manager       |
| Project Director |
| Head of Projects |

| Safety Arrangements and Management Procedures                                    | Safety Arrangement Reference     | Management Procedure Reference | Chief Executive Officer | Chief Financial Officer | Operations Director | Head of HSSEQ | Pembroke Port/PDFT Operations Manager | Marina & Docks Operations Manager | Head of Estates & Maintenance | Head of Engineering | Environmental Manager | Digital Solutions Manager | Communications & Marketing Director | Head of Property | Marine Director & Harbourmaster | Assistant Harbourmaster Launch & Leisure | Assistant Harbourmaster VTS | Assistant Harbourmaster Planning | HR Director | HR Manager | Project Director | Head of Projects |
|--|----------------------------------|--------------------------------|-------------------------|-------------------------|---------------------|---------------|---------------------------------------|-----------------------------------|-------------------------------|---------------------|-----------------------|---------------------------|-------------------------------------|------------------|---------------------------------|--|-----------------------------|----------------------------------|-------------|------------|------------------|------------------|
|  | Managing Safety & Health at Work |                                |                         | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Event (Accident, Incident, Near Misses and Concerns) Reporting and Investigation |                                  | COR-MGT-PRO-001                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Action on Enforcing Authority Reports  |                                  | HSS-DEPT-PRO-001               | ✓                       |                         |                     | ✓             |                                       |                                   |                               |                     |                       |                           |                                     |                  | ✓                               |  |                             |                                  |             |            |                  |                  |
| Workplace H&S Consultation   |                                  | HSS-MGT-PRO-001                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   |                       | ✓                         |                                     |                  | ✓                               | ✓  |                             |                                  |             |            |                  |                  |
| Inspection & Monitoring  |                                  | HSS-MGT-PRO-004                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     |                           | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                |             | ✓          | ✓                | ✓                |
| Risk Assessment  |                                  | HSS-MGT-PRO-005                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Emergency Incident Management  |                                  | HSS-MGT-PRO-021                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Security   |                                  | HSS-MGT-POL-004                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Control of Noise   |                                  | HSS-MGT-PRO-025                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Manual Handling  |                                  | HSS-MGT-PR-015                 | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Display Screen Equipment   |                                  | HSS-MG-PRO-033                 | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |

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| Safety Arrangements and Management Procedures     | Safety Arrangement Reference | Management Procedure Reference | Chief Executive Officer | Chief Financial Officer | Operations Director | Head of HSSEQ | Pembroke Port/PDFT Operations Manager | Marina & Docks Operations Manager | Head of Estates & Maintenance | Head of Engineering | Environmental Manager | Digital Solutions Manager | Communications & Marketing Director | Head of Property | Marine Director & Harbourmaster | Assistant Harbourmaster Launch & Leisure | Assistant Harbourmaster VTS | Assistant Harbourmaster Planning | HR Director | HR Manager | Project Director | Head of Projects |
|---|------------------------------|--------------------------------|-------------------------|-------------------------|---------------------|---------------|---------------------------------------|-----------------------------------|-------------------------------|---------------------|-----------------------|---------------------------|-------------------------------------|------------------|---------------------------------|--|-----------------------------|----------------------------------|-------------|------------|------------------|------------------|
| Lone Working                                      |                              | HSS-MGT-PRO-022                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Occupational Health and Health Surveillance       |                              |                                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         |                                     |                  | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Substance & Alcohol Abuse                         |                              |                                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Working Time, Night Work and Shift Working        |                              |                                |                         |                         |                     | ✓             | ✓                                     | ✓                                 |                               |                     |                       | ✓                         |                                     |                  | ✓                               | ✓  | ✓                           |                                  |             | ✓          | ✓                |                  |
| Stress in the Workplace                           |                              | HSS-MGT-POL-002                |                         | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Equality and Disability Discrimination Compliance |                              |                                |                         |                         |                     | ✓             |                                       |                                   |                               |                     |                       |                           |                                     |                  |                                 |  |                             |                                  |             | ✓          | ✓                |                  |
| New and Expectant Mothers                         |                              |                                |                         |                         |                     | ✓             |                                       |                                   |                               |                     |                       |                           |                                     |                  |                                 |  |                             |                                  |             | ✓          | ✓                |                  |
| Young Persons & Vulnerable Adults                 |                              |                                |                         |                         |                     | ✓             |                                       |                                   |                               |                     |                       |                           |                                     |                  |                                 |  |                             |                                  |             | ✓          | ✓                |                  |
| Employing Agency and Temporary Staff              |                              |                                |                         |                         |                     | ✓             |                                       |                                   |                               |                     |                       |                           |                                     |                  |                                 |  |                             |                                  |             | ✓          | ✓                |                  |
| Aggression & Violence in the Workplace            |                              |                                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             |                     |                       | ✓                         |                                     | ✓                |                                 | ✓  | ✓                           | ✓                                |             |            | ✓                |                  |
| Health & Safety of Visitors                       |                              | HSS-MGT-PRO-024                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                |
| Permits to Work                                   |                              | HSS-MGT-PRO-019                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                |             |            | ✓                | ✓                |
| Work in Confined Spaces                           |                              | HSS-MGT-PRO-031                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                |             |            | ✓                | ✓                |
| Working at Height                                 |                              | HSS-MGT-PRO-027                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                |             |            | ✓                | ✓                |
| Engineering Asset & Infrastructure Management     |                              | HSS-MGT-PRO-003                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   |                       |                           |                                     | ✓                |                                 |  |                             |                                  |             |            | ✓                | ✓                |
| Estate Management                                 |                              | HSS-MGT-PRO-003                |                         |                         |                     |               | ✓                                     | ✓                                 | ✓                             | ✓                   |                       |                           | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                |             |            | ✓                | ✓                |

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| Safety Arrangements and Management Procedures                  | Safety Arrangement Reference | Management Procedure Reference | Chief Executive Officer | Chief Financial Officer | Operations Director | Head of HSSEQ | Pembroke Port/PDFT Operations Manager | Marina & Docks Operations Manager | Head of Estates & Maintenance | Head of Engineering | Environmental Manager | Digital Solutions Manager | Communications & Marketing Director | Head of Property | Marine Director & Harbourmaster | Assistant Harbourmaster Launch & Leisure | Assistant Harbourmaster VTS | Assistant Harbourmaster Planning | HR Director | HR Manager | Project Director | Head of Projects |   |
|--|------------------------------|--------------------------------|-------------------------|-------------------------|---------------------|---------------|---------------------------------------|-----------------------------------|-------------------------------|---------------------|-----------------------|---------------------------|-------------------------------------|------------------|---------------------------------|--|-----------------------------|----------------------------------|-------------|------------|------------------|------------------|---|
|  |                              |                                |                         |                         |                     |               |                                       |                                   |                               |                     |                       |                           |                                     |                  |                                 |  |                             |                                  |             |            |                  |                  |   |
| Welfare, Staff Amenities, Rest Rooms & the Working Environment |                              | HSS-MGT-PRO-008                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   |                       | ✓                         |                                     |                  | ✓                               | ✓  |                             |                                  |             |            | ✓                |                  |   |
| Fire Protection and Prevention                                 |                              | HSS-MGT-PRO-013                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                | ✓ |
| Electrical Safety Rules  |                              | ENG-MEM-PRO-001                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   |                       | ✓                         |                                     | ✓                |                                 |  |                             |                                  |             |            | ✓                | ✓                |   |
| Legionella Control   |                              |                                |                         |                         |                     | ✓             | ✓                                     | ✓                                 | ✓                             |                     |                       |                           |                                     | ✓                |                                 |  |                             |                                  |             |            |                  |                  |   |
| Radon  |                              |                                |                         |                         |                     | ✓             |                                       |                                   | ✓                             |                     |                       |                           |                                     | ✓                |                                 |  |                             |                                  |             |            |                  | ✓                |   |
| Asbestos Management  |                              | HSS-MGT-PRO-007                |                         |                         | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                |                                 |  |                             |                                  |             |            | ✓                | ✓                |   |
| Pest Control   |                              |                                |                         |                         |                     | ✓             | ✓                                     |                                   | ✓                             |                     |                       |                           |                                     | ✓                |                                 |  |                             |                                  |             |            |                  | ✓                |   |
| Personal Protective Equipment                                  | Safety Stand Enter here      | HSS-MGT-PRO-010                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                | ✓ |
| Selection and use of work equipment                            |                              | HSS-MGT-PRO-014                |                         |                         | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   |                       | ✓                         |                                     |                  | ✓                               | ✓  | ✓                           | ✓                                | ✓           |            | ✓                | ✓                |   |
| Pressure and Compressed Air Systems                            |                              |                                |                         |                         |                     | ✓             | ✓                                     |                                   | ✓                             | ✓                   |                       |                           |                                     |                  |                                 |  |                             |                                  |             |            |                  |                  |   |
| Lifting Equipment & Lifting Operations                         |                              | HSS-MGT-PRO-018                |                         |                         | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   |                       | ✓                         |                                     |                  |                                 | ✓  |                             |                                  |             |            |                  |                  |   |
| Control of Excavations   |                              | HSS-MGT-PRO-032                |                         |                         | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         |                                     | ✓                |                                 |  |                             |                                  |             |            | ✓                | ✓                | ✓ |
| Control of Hazardous Substances                                |                              | HSS-MGT-PRO-011                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                | ✓ |
| Dangerous Substances & Explosive Atmospheres                   |                              | HSS-MGT-PRO-023                |                         |                         | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         |                                     | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           |            | ✓                | ✓                |   |
| Management of Contractors                                      |                              | HSS-MGT-PRO-002                |                         |                         | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          |                  | ✓                | ✓ |
| Incident Investigation   |                              | HSS-MGT-PRO-035                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                | ✓ |

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|   | CDM – Client                 |                                | HSS-MGT-PRO-030         |                         |                     |               | ✓                                     |                                   |                               | ✓                   | ✓                     |                           |                                     |                  |                                 |  |                             |                                  |             |            |                  |                  | ✓ |
| Waste Management                              |                              | ENV-MGT-PRO-001                | ✓                       | ✓                       | ✓                   | ✓             | ✓                                     | ✓                                 | ✓                             | ✓                   | ✓                     | ✓                         | ✓                                   | ✓                | ✓                               | ✓  | ✓                           | ✓                                | ✓           | ✓          | ✓                | ✓                | ✓ |

Note: roles with delegated responsibilities for health and safety obligations ensure that Safety Arrangements and Management Procedures are captured within the operational areas’ Safe Systems of Work (Local Work Instructions (LWIs), Marine Operating Procedures (MOPs) capturing controls from risk assessments, COSHH assessments, identifying permit to work requirements, etc.), either by them or by others tasked to do so, and that the required control measures are implemented when work activities take place.

The Safety Arrangement/ Management Procedure owner needs to check that collectively the Port, particularly those who are shown here as ‘Implementers’, have covered all aspects of safety management for the subject.

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## Relevant Legislation

In most cases health and safety legislation requires common sense, reasonably practicable precautions to avoid the risk of injury or ill-health at work. The Port's Health and Safety Management System does not quote specific legal references; giving instead the information and detail of what is required in practice to secure compliance. Provided the guidance and requirements of the Port's Health and Safety Management System are adopted compliance with the legal requirements will be achieved.

This page sets out, for the record, the main statutes and regulations affecting health and safety at work that were in force when this policy was prepared. Not every piece of the legislation will apply to the Port's operations on a day to day basis, but the Port's needs to be aware of them should circumstances change. The Port operates and maintains a Legal and other requirements register. This is regularly reviewed to ensure latest amendments are captured and practice controls are in place. The legislation below is contained within the register, however is updated on a less regular basis.

### Primary Legislation:

- Air Quality Standards Regulations 2007
- Building Regulations 2010 (as amended)
- Chemicals (Health and Safety) and Genetically Modified Organisms (Contained Use) (Amendment etc.) (EU Exit) Regulations 2019
- Civil Contingencies Act 2004
- Classification, Labelling and Packaging of Chemicals (Amendments to Secondary Legislation) Regulations 2015
- Confined Spaces Regulations 1997
- Construction (Design and Management) Regulations 2015
- Control of Artificial Optical Radiation at Work Regulations 2010
- Control of Asbestos Regulations 2012
- Control of Electromagnetic Fields at Work Regulations 2016
- Control of Lead at Work Regulations 2002
- Control of Major Accident Hazard Regulations 2015



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- Control of Noise at Work Regulations 2005
- Control of Substances Hazardous to Health Regulations 2002 (as amended)
- Control of Vibration at Work Regulations 2005
- Corporate Manslaughter and Homicide Act 2007
- Dangerous Goods in Harbour Area Regulations 2016
- Dangerous Substances and Explosive Atmospheres Regulations 2002
- Dangerous Vessels Act 1985
- Driving at Work Regulations 1997
- Electricity at Work Regulations 1989
- Employers Liability (Compulsory Insurance) Regulations 1998 (as amended)
- Employment of Women, Young Persons and Children Act 1920.
- Equality Act 2010
- European Regulation (EC) No 2016/425/2016 on Personal Protective Equipment
- European Regulation (EC) No 2008/1272 on classification, labelling and packaging of substances and mixtures
- European Regulation (EC) No 2003/2003 concerning the export and import of dangerous chemicals, as amended
- Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended)
- Gas Appliances (Safety) Regulations 1995 (as amended)
- Gas Safety (Installation and Use) Regulations 1998 (as amended)
- Gas Safety (Management) Regulations 1996
- Harbours Act 1964
- Harbours, Docks and Piers Clauses Act 1847
- Hazardous Waste Regulations 2005 (as amended)
- Health and Safety (Amendment) (EU Exit) Regulations 2018
- Health and Safety Offences Act 2008
- Health and Safety at Work etc. Act 1974
- Health and Safety (Consultation with Employees) Regulations 1996
- Health and Safety (Display Screen Equipment) Regulations 1992
- Health and Safety (First Aid) Regulations 1981 (as amended)



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- Health and Safety Information for Employees Regulations 1989 (as amended)
- Health and Safety (Safety Signs and Signals) Regulations 1996 (as amended)
- Health and Safety (Sharp Instruments in Healthcare) Regulations 2013.
- Health and Safety (Training for Employment) Regulations 1990
- Health and Safety at Work etc. Act 1974 (General Duties of Self-Employed Persons) (Prescribed Undertakings) Regulations 2015
- Ionising Radiations Regulations 2017
- Lifting Operations and Lifting Equipment Regulations 1998
- Lifts Regulations 2016
- Loading and Unloading of Fishing Vessels Regulations 1988
- Management of Health and Safety at Work Regulations 1999 (as amended)
- Manual Handling Operations Regulations 1992 (as amended)
- Marine Navigation Act 2013
- Merchant Shipping Act 1995 (as amended)
- Merchant Shipping (Accident Reporting and Investigation) Regulations 2012
- Merchant Shipping (Life Saving Appliances) (Amendment) Regulations 2001
- Merchant Shipping (Prevention of Oil Pollution) (Amendment) Regulations 1996
- Merchant Shipping (Reporting Requirements for Ships Carrying Dangerous or Polluting Goods) (Amendment) Regulations 1999
- Merchant Shipping (Amendments to Reporting Requirements) Regulations 2005
- Notification of Cooling Towers and Evaporative Condensers Regulations 1992
- Personal Protective Equipment at Work Regulations 1992 (as amended)
- Personal Protective Equipment Regulations 2002
- Pilotage Act 1987
- Police and Criminal Evidence Act 1984
- Pressure Systems Safety Regulations 2000
- Provision and Use of Work Equipment Regulations 1998
- Radiation (Emergency Preparedness and Public Information) Regulations 2001
- The Registration, Evaluation, Authorisation and Restriction of Chemicals Regulations 2007 (REACH)



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- Regulation (EU) 2016/425 on Personal Protection Equipment
- Regulatory Reform Fire Safety Order 2005
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013
- Road Traffic Act 1988
- Safety Representatives and Safety Committees Regulations 1977
- Supply of Machinery (Safety) (Amendment) Regulations 2008
- The Ship and Port Facility (Security) Regulations 2004
- Work at Height Regulations 2005 (as amended)
- Workplace (Health, Safety and Welfare) Regulations 1992
- Working Time Regulations 1998 (as amended)
- The Terrorism (Protection of Premises) Act 2025

Local Legislation:

- Milford Haven Conservancy Act 1958
- Milford Haven Conservancy Act 1983
- Milford Haven Port Authority Act 1986
- Milford Haven Port Authority Act 2002
- Milford Haven Port Authority Harbour Revision Order 2000
- Milford Haven Port Authority Harbour Revision Order 2005
- Milford Haven Port Authority (Constitution) Harbour Revision Order 2012
- Port Security (-PoMH) Designation Order 2013
- The Milford Docks Acts 1874
- The Milford Docks Act 1875
- The Milford Docks Act 1888
- The Milford Docks Act 1919
- The Milford Docks Act 1953
- The Milford Docks Act 1955
- The Milford Docks Act 1957
- The Milford Docks Act 1972
- The Milford Docks Act 1981



Safety



Excellence



Collaboration



Sustainability

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