



QUALITY – HEALTH AND SAFETY AT WORK: POLICY AND OBJECTIVES OF THE COTEBA GROUP

COTEBA, Engineering and Consultancy Group, manages projects for its Clients through its experience, know-how and expertise. In doing so, Coteba aims at:

- Offering to its Clients services adapted to their needs, requirements and expectations, in a fully independent and neutral manner,
- Taking into consideration its employees' expectations and career development, while providing healthy and safe working conditions for them at work.

On behalf of Coteba, I am therefore committed to:

- 1) Listening pro-actively to our Clients, in order to permanently adapt the services provided to them by Coteba,
- 2) Abiding by legal and administrative obligations regarding health and safety at work, by the requirements of the ISO 9001 (2000 version) standard for quality management, and by the OHSAS 18001 reference for health and safety at work,
- 3) Promoting quality, health and safety at work standards to our personnel, training them accordingly, and periodically checking their command of related objectives and procedures,
- 4) Ensuring active participation of our employees, at all levels of the company in particular through their representative bodies, in the setting up, development and continuous improvement of the quality, health and safety system of Coteba,
- 5) Periodically reviewing the adequacy of the policy and objectives described in this document.

Our objectives in terms of quality are as follows:

- Adherence to our commitments under our contracts as concerns budget, completion times and all requirements of our projects, and review of our Clients' needs and expectations, in their full diversity
- Development of our staff's competences and skills, anticipation of technological advances, and acquisition of new qualifications so as to enhance our advising role in order to optimise projects at design and execution phase, and in view of their future operation

Our objectives in terms of health and safety at work are as follows:

- Risk reduction in places where we provide our services
- Reduction of risks related to staff business travel
- Promotion towards our Clients and Partners, of arrangements and behaviours aimed at reducing risks to people

This policy and these objectives are implemented through pre-defined and systematic measures, guaranteeing our Clients and Partners full control of our activities in the common interest of us all.

I give greatest importance to respecting these measures, which are critical to the successful delivery of our services, and to the credibility and continuity of our Group. I am therefore inviting all personnel of the Group, at all levels of the hierarchy, to circulate and apply them with the greatest rigour.

I ask the Director for Quality and Methods to represent me, and to develop all necessary means to supervise effective application of our policy, and report accordingly by means of indicators periodically reviewed in management review meetings.

Alain BENTEJAC – Chairman of the Board of Coteba SA