

Dated 17.06.25

ENVIRONMENTAL POLICY

S.H.Muffett Ltd (T/A Muffett Engineering Solutions) is fully committed to conducting our operations in an environmentally responsible and sustainable manner. As a provider of precision engineering and manufacturing services, we recognise that our activities have the potential to impact the environment.

We therefore strive to minimise our environmental footprint and continuously improve our performance, to achieve this we have built an Environmental Management System (EMS) in line with the principles of ISO 14001.

We are fully committed to complying with all relevant environmental legislation, regulatory obligations, and any other requirements to which we are required to subscribe. Preventing pollution and protecting the environment are central to how we operate, and we take proactive steps to reduce emissions, manage waste responsibly, and improve our use of natural resources.

Environmental responsibility is embedded in our decision-making processes. As such we seek to improve efficiency in the use of energy, water, and raw materials across all stages of production and support sustainable engineering practices throughout the lifecycle of our products and services. To support this commitment, we establish measurable environmental objectives that align with the environmental aspects of our operations and our broader strategic direction.


We use appropriate performance indicators to monitor progress, assess effectiveness, and identify opportunities for further improvement. Regular reviews ensure that objectives remain relevant and achievable, driving continual enhancement of our Environmental Management System (EMS).

We ensure that our employees, contractors, and other relevant stakeholders are aware of this policy and understand their roles in supporting our environmental objectives. Training, communication, and engagement are central to fostering a culture of environmental awareness and accountability throughout our organisation.

This policy is communicated internally and made available to external parties via our website or on request. It is reviewed annually by our senior management to ensure it remains appropriate to the nature, scale, and environmental impacts of our activities, products, and services. Everyone in our team are key to us achieving the commitments laid down above, and as such we ask them to support by engaging in the below responsibilities:

Employee Responsibilities

- Understand and comply with the Environmental Policy and relevant procedures.
- Participate in training and awareness programs to enhance understanding of environmental issues and responsibilities.
- Identify and report any environmental risks or incidents.
- Contribute to initiatives aimed at reducing waste, conserving energy, and improving resource efficiency.
- Support continuous improvement by providing feedback and suggestions on environmental practices.



A.P Smith
Managing Director.

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ETHICAL POLICY

Policy statement

Muffett Gears recognizes that our commercial activities have the potential to impact on interested parties and our locality. As a socially responsible business our staff, customers, suppliers, and the local community have the right to expect:

- All staff involved in the production of products by Muffett Gears are treated with full consideration to their basic human rights.
- Workforce acts in an ethical manner above and beyond basic legal requirements.

Code of Practice

This Code of Practice applies to:

- All staff directly employed by Muffett Gears on temporary or permanent contracts.

Employment is Freely chosen

- No forced, bonded, or involuntary labour shall be used.
- Staff are free to leave Muffett Gears after reasonable notice.

Working Conditions are Safe and Hygienic.

- Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work by minimizing, so far is reasonably practicable, the causes of hazards inherent in the working environment.
- Staff to receive health & safety information.
- Staff have access to toilet facilities and drinking water.
- Muffett Gears has a published Health & Safety Policy.

Child labour shall not be used

- There shall be no recruitment of child labour.
- Children or persons under sixteen are not employed at any time, day, or night.
- Young persons under eighteen shall not be employed at night or in hazardous conditions.

Living Wages are paid

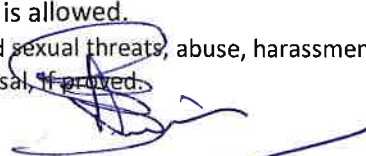
- Staff pay rates are equal to or above the national legal minimum standards.
- Staff are given information about their employment conditions in respect to wages.
- No deductions are made from wages as a disciplinary measure and pay slips detailing lawful deductions are provided for each pay period.
- Staff are given clearly understandable written terms and conditions of employment that details the employment relationship and the respective obligations of the employee and employer.

No Discrimination is Practiced

- There is no discrimination in pay, hiring, compensation, access to training, promotion, and termination of employment or retirement on the grounds of race, nationality, religion, age, disability, marital status, sexual orientation, union membership or political affiliation.

No Harsh or Inhumane Treatment is allowed.

- Physical, verbal, and sexual threats, abuse, harassment, or intimidation is expressly prohibited and grounds for summary dismissal, if proved.



A.P. Smith
Managing Director

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HEALTH & SAFETY POLICY

It is the Company's policy that all possible steps will be taken to ensure the health and safety of persons, including members of the public, whenever they come into contract with the company and any of its products and to prevent any damage to company property.

It is the duty of all employees and visitors to conform to Company policy and safety codes of practice, and to accept and carry out their responsibilities to both themselves and others present on the premises.

All employees with specific responsibilities for health and safety must ensure that they are adequately delegated in their absence.

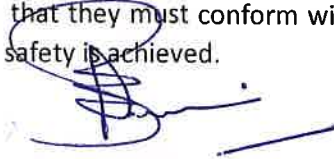
All employees who authorize work to be conducted at any time must ensure that there are adequate health and safety facilities available, and the relevant training and information given.

Employees are advised that the Factories Act, The HASAWA, Statutory Instruments, Codes of Practice, etc are to be complied with at all times, and in addition, all employees must contribute to making the work areas and working practices as safe as possible. All working methods should be periodically appraised to ensure that the safest methods are being adopted.

The company will provide working conditions that will comply with the relevant statutory requirements and officially approved codes of practice that are designed to ensure good standards of health and safety with particular regard to the following points:



- The provision and maintenance of plant and systems of work that are safe and without risk to health
- Arrangements for ensuring the safe use, handling, storage and transport of articles and substances which are inherently or potentially dangerous
- The provision of comprehensive information, instruction, and supervision to ensure as is reasonably practicable, the health and safety at work of our employees.
- The maintenance of the workplace in a safe and risk-free condition and the safe means of access and egress from the workplace.
- The provision and maintenance of a safe and healthy environment with adequate welfare facilities and arrangements.

The board of directors will give its full backing to the Policy and will be actively involved in its implementation. All personnel within the Company are reminded that they must conform with the relevant sections of this policy in order that the overall objective of Health and safety is achieved.



A.P Smith

Managing Director.

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QUALITY POLICY

S.H.Muffett Ltd (T/A Muffett Engineering solutions) is committed to delivering quality to all our customers to agreed standards, targets, and best practice using our values, policies, processes, and procedures as required by law, and any other requirements.

Quality is an integral part of our core business principles. These principles guide our practices and processes in all areas of the business to ensure that we are delivering the highest level of service, whilst ensuring that we are compliant and safe in all aspects of our daily functions.

The company is committed to achieving customer satisfaction by the use and implementation of quality procedures as outlined in our QMS according to AS9100 accreditation.

Muffett Engineering Solutions is committed to both, ensuring the highest level of products that can fully satisfy our customers' requirements and continual improvement of the Quality management system.



The Quality Policy and its objectives are subject to continuous review via the Management Review meetings.

This policy is communicated to all employees and is available to other relevant interested parties on request.



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Managing Director.

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