



# HEALTH AND SAFETY MANAGEMENT SYSTEM

## - A STRATEGY FOR BUILDING A HEALTHY WORKFORCE- BAT Nigeria

About British American Tobacco Nigeria (BATN)

We are a major cigarette manufacturer in Nigeria. Our operations include tobacco growing, manufacturing, distribution throughout Nigeria and export sales to 14 countries in West Africa. Our expanding business operation is a demonstration of the success of Foreign Direct Investment (FDI) in Nigeria and we have continued to contribute positively towards the Nigerian economy through direct and indirect employment across the value chain. Our employment policies include a commitment to equal opportunity, which aims to prevent any form of discrimination.

### Employee Health and Wellness

Recognising the overall importance of the health and well-being of employees, BAT Nigeria is committed to providing a safe, healthy and supportive environment and workplace culture where employees

thrive and healthy lifestyle choices are encouraged. This is achieved through our Employee Wellness Programme comprising four (4) well-being elements:

- Primary and Occupational Health
- Lifestyle Orientation
- Work-life Balance
- Personal Resilience

These well-being elements are entrenched across the organization through awareness of our Employee Health and Safety (EHS) policy as well as via year-round well-being initiatives - an annual Wellness Cycle Plan.

### Workplace Safety - Closing the Gap to Zero

Our vision in this regard is to close the gap to 'Zero Accident' in all our operations.

For us, 'Zero Accident' involves carrying out our operations in a safe, responsible manner that respects the health and safety of all our employees, trade partners and the communities in which we operate. We believe in promoting a workplace where the safety of our people and the environment is business as usual.

Aspiring to achieve this vision means changing mindsets such that employees and contractors, no matter their level or areas of work, believe that all accidents can be prevented, offering a basis for learning from incidents and improving processes.

Our Health and Safety Policy Statement applies to all areas of our business, including external locations. The Policy is backed by detailed specific requirements for all our sites as part of our Environment, Health & Safety (EHS) management system which has been in place for many years and is based on international standards. We are proud to state that our relentless focus on safety and targeted programs to protect our employees in the workplace has recorded remarkable progress towards our 'Zero accident' goals.

### Success Factors for Zero Accidents

As part of our safety program, we analyzed our accident history to understand the key issues and developed practical solutions to instill the right practices to mitigate accidents, especially outside the areas that we control directly. Our top management plays a key role in improving occupational safety, by providing the resources required to enable an exceptional safety culture.

In 2014, we launched a campaign aimed at increasing awareness of the main hazards we face in our business towards the achievement of 'Zero Accidents' across our end-to-end supply chain. In this regard, we introduced what we called a STOP, AVOID, MITIGATE strategy:

- STOP the unacceptable (e.g. machine entrapment and falls) focuses on investing in the provision of engineering controls to mitigate risks.

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- o Machinery and equipment audits were conducted in our factories (located in Zaria and Ibadan), the integrity of the machines guards were re-enforced and sensors/alarms and beacon light were installed on our secondary manufacturing machines to prevent the risk of entrapment during manual wheel turning.
- o Fall arrest/body harness anchorage points were installed at the tank farm, at the waste points and additional genie boom and telescopic ladders were acquired to minimise the risk of falls.
- AVOID the avoidable (e.g. manual handling and slips and trips) through improved working practices;
- o Manual handling trainings were conducted based on areas identified in our ergonomics survey report. Automated and manual material handling systems were installed and the use of the right safety shoes were enforced to eliminate the need for heavy lifting and to prevent the risk of workers tripping or falling.
- MITIGATE the unforeseen (e.g. vehicle-related incidents and attacks). One of the prominent projects that we implemented is the pedestrian and vehicular separation designed to ensure that pedestrians are provided with walkways and physical barriers that separate them from vehicular movements.



In addition to the above, we have re-articulated all our risk assessments to make them more comprehensive and simpler to understand and communicate.

Our Quick Risk Prediction (QRP) was implemented in September 2015, to support existing processes through proactive approaches to risk management. We believe this will develop a habit of recognising hazards prior to commencing activities which could in turn boost the elimination of safety errors. This initiative was immediately followed by the launch of PULSAR - a systematic approach to reducing "at risk" behaviours in the work environment, in October of the same year.

PULSAR is a process that creates a safety partnership between management and employees by continually focusing everyone's attention and actions on their daily safety behaviours as well as those of others. The five (5) target behaviours are:

- Eyes on the job
- Use of Personal Protective Equipment (PPE)
- Use of tools
- Ergonomics
- In the line of fire

In addition, we are consistently exploring ways and opportunities to improve on our processes and drive the embedding of

the importance of safety in our operations by all persons working with and for us at our factory and all other workplaces/ locations. Also, because BAT places a premium on the health and well-being of our employees, contractors and visitors, we recently commissioned an independent environmental consultant to conduct monthly and quarterly monitoring of key elements of our environment – i.e. noise levels, air quality and lighting measurement.

The above deliberate Employee Health and Safety (EHS) strategies resulted in the landmark achievement recorded on July 8, 2016 when our Ibadan factory celebrated eight (8) years without lost-time injury. In the same year, the company was recognized and honored with the award of 'Best Kept Industrial Premises' by the Manufacturers Association of Nigeria (MAN), in general housekeeping and safety.

We are indeed proud of these achievements, as they go a long way to not only confirm British American Tobacco Nigeria as being at the forefront of workplace health and safety, but also underscore our position as one of the best companies to work for in Nigeria.