

Cyclife UK Ltd operates as a subsidiary of Cyclife SAS, providing a range of services to the UK and international nuclear industries. Services include provision of Project Management, Consultancy, Engineering & Design, Site Services (inc. Assembly, Installation, Testing, Commissioning, Equipment Modification, Radiometrics, Decommissioning and Dismantling), Waste Treatment Services (inc. Processing of Radioactive Waste, Health Physics and Transport Services) & Training. Cyclife UK Ltd's mission is to provide valued, innovative and compliant, PP&E, Decommissioning & Waste Treatment solutions. Cyclife UK Ltd will achieve its mission by being a responsible nuclear business, employer and social partner, that is focussed on efficiency & customer satisfaction, by prioritising SHEQS, and seeking ways to innovate to support our customers and the nuclear industry.

Cyclife UK Ltd recognises that first rate Safety, Health, Environment, Quality & Security (SHEQS) performance is necessary for excellence in business performance and, accordingly, we have a goal of zero harm and zero adverse effects. To achieve this, we will apply our HomeSafe; Trusted Consignor; and Security Informed visions, Lifesaving rules & 'Build Excellence in Safety Together' (BEST). Cyclife UK Ltd is committed to.

					  
I never cross a barrier, including a radiography barrier, unless I'm authorised to do so.	I never work or drive under the influence of alcohol or drugs.	I use the safety equipment (belt, hard hat, etc.). I respect the speed limits. I do not handle the phone or SatNav when driving a vehicle.	I always protect myself against falling from height and I protect others from falling objects.	I never move under a suspended load, and I keep a safe distance from it.	
					
I only work on equipment with isolated energy sources.	I always use the specified protective equipment when working with or near live equipment.	I always keep a safe distance from moving equipment or vehicles.	I always wear a life jacket when working near water if there is no collective protection.	I never enter a confined space without authorisation, atmospheric control, and supervision.	

Cyclife UK Ltd operate an Integrated Management System that is designed to support the organisation in its fulfilment of all requirements of the following standards for which it holds certification:

- ISO45001 Occupational Health & Safety (inc SSIP)
- ISO9001 Quality Management Systems.
- ISO19443 Quality Management in Nuclear Supply Chains.
- ISO14001 Environmental Management Systems.
- ISO27001 Information Security Management Systems.
- ISO30415 Diversity and Inclusion.
- ISO19650 BIM Standard

This policy document is compiled of this cover page, upon which the signature of the incumbent managing director of Cyclife UK Ltd is apparent, committing the company, its leaders and employees to the subsequent policy pages that are focused on the following areas:

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| • Nuclear and Conventional Health & Safety. | ISO45001 | Page 2 |
| • Security. | ISO27001 / Cyber Essentials + | Page 3 |
| • Environment & Sustainability. | ISO14001 | Page 4 |
| • Quality Assurance & Control. | ISO9001/19443/19650 | Page 5 |

The scope of the policy document is all encompassing and covers all activities across all business units, departments and teams deployed by Cyclife UK Ltd on all controlled sites, remote working and home working.


Joe Robinson
 Managing Director Cyclife UK Ltd.

Nuclear and Conventional Health & Safety (ISO45001 & Safety Schemes In Procurement)

- **The prevention of harm**
 - Protecting workers, visitors, contractors and the public from physical injury, ill health or psychological harm, through shared vigilance and by eliminating hazards & reducing risks through provision of safe working conditions, environment, plant & systems of work, using risk assessment to identify areas for improvement & prioritise the organisations resources in SHEQS management.
 - Empowering staff to use the Cyclife UK Ltd STOP work authority to challenge where hazards & non-conformities are identified. Safety & compliance will be given priority over operational and commercial issues.
- **Ensuring compliance**
 - Comply fully, with the requirements of all relevant SHEQS legislation, business obligations, local permissions, customers and other requirements, including the MRF Nuclear Site Licence and EPR permit (ZB3335DP). This is governed by the Internal Control Manual HS-000.
 - Safeguard the integrity of our service through compliance with appropriate codes, standards etc.
 - Working with interested parties, we will develop, maintain and operate systems and practices that meet ISO45001, and are appropriate to our activities, products and services.
 - Identify the potential for, and respond to, events and emergency situations, and prevent and mitigate the impacts associated with them.
- **Setting of objectives & targets**
 - Cyclife UK Ltd.'s management team will set, publish & regularly review Safety objectives. The objectives are intended to ensure continued compliance with legal & other requirements, ensure continued conformity & customer satisfaction and to support continual improvement in Cyclife UK Ltd.'s operations & management systems.
- **Communication & consultation**
 - Ensure the policy is communicated, promoted, understood & implemented at all levels of the organisation to support awareness and development of the SHEQS culture. Where requested the policy will be shared directly with interested parties and it is available through the organisation's website.
 - Ensure consultation with workers to promote employee participation & to gain commitment to this policy & its implementation.
- **Delivering continual improvement**
 - The organisation will seek to continually improve its management system, its offerings to customers & its SHEQS performance, through internal & external auditing of its processes, learning from experience & feedback and the annual setting of targets & objectives with consideration of findings from SHEQS monitoring programmes.
 - The promotion of high & continually improving SHEQS standards, is set as a common expectation for management & workers at all levels using personal development reviews.
- **Understanding its organisational responsibilities**
 - Providing adequate & appropriate resource to implement the policy & ensure persons are competent to undertake their work through provision of information, instruction training & supervision.
 - Placing prime responsibility for SHEQS performance with line management from UK board to supervisory level
 - All workers regardless of position have a duty to take reasonable care of themselves and others to ensure compliance with SHEQS requirements.
- **Ensuring adequate arrangements**
 - Periodically review the policy & undertake proportionate oversight to ensure Cyclife UK Ltd's SHEQS management system is appropriate and that undertakings are completed in accordance with our management system, legal requirements and good governance.
 - Cyclife UK Ltd will review our SHEQS performance on an annual basis and (as a minimum) at this time the Policy shall be reviewed and communicated to all staff, sub-contractors and other interested parties as appropriate.

Security (ISO27001, NISR & Cyber Essentials +)

- **Being Security Informed**
 - Cyclife UK Ltd secure their assets by prioritising Security.
 - Cyclife UK Ltd ensures that the security aspects of their sites, activities and projects are understood so that they can protect people, stakeholders and assets.
 - Cyclife UK Ltd ensure they are compliant and aligned to customer, regulatory and national expectations.
- **Ensuring compliance**
 - Comply fully, with the requirements of all relevant SHEQS legislation, business obligations, local permissions, customers and other requirements, including the MRF Nuclear Site Licence and EPR permit (ZB3335DP). This is governed by the Internal Control Manual SY-000.
 - Safeguard the integrity of our service through compliance with appropriate Good Practice Guides, Approved codes of Conduct, standards etc.
 - Working with interested parties, we will develop, maintain and operate systems and practices that meet NISR, ISO27001 and Cyber Essentials +
 - Confirming compliance within the supply chain and subcontractors with the necessary security requirements (ie. CE+)
 - Identify the potential for, and respond to, events and security emergency situations, and preventing and mitigating the impacts associated with them.
 - Meeting Facility Security Clearance where projects require this.
 - Ensuring personnel are appropriately vetted for the roles they are carrying out
- **Setting of objectives & targets**
 - Cyclife UK Ltd's management team will set, publish & regularly review Compliance objectives.
 - Security objectives are intended to ensure continued compliance with legal & other requirements, ensure continued conformity & customer satisfaction and to support continual improvement in Cyclife UK Ltd's operations & management systems.
 - Annual Personal Development Reviews require personnel to consider if their security status has changed throughout the year.
- **Communication & consultation**
 - Ensure the policy is communicated, promoted, understood & implemented at all levels of the organisation to support awareness and development of the Security culture. Where requested the policy will be shared directly with interested parties and it is available through the organisations intranet site.
 - Ensure consultation with workers to promote employee participation & to gain commitment to this policy & its implementation.
 - Annual Security events, poster campaigns, staff engagement and emergency arrangements training all form part of the security communications
 - Security Working Group has been established to support security messaging and to consult on change
- **Delivering continual improvement**
 - The organisation will seek to continually improve its management system, its offerings to customers & its Security performance, through internal & external auditing of its processes, learning from experience & feedback and the annual setting of targets & objectives with consideration of findings from oversight programmes.
 - The promotion of high & continually improving Security standards is set as a common expectation for management & workers at all levels using personal development reviews.
- **Understanding its organisational responsibilities**
 - Providing adequate & appropriate resource to implement the policy & ensure persons are competent to undertake their work through provision of information, instruction training & supervision.
 - Placing prime responsibility for Security performance with line management from UK board to supervisory level
 - All workers regardless of position have a responsibility to be Security Informed.
- **Ensuring adequate arrangements**
 - Periodically review the policy & undertake proportionate oversight to ensure Cyclife UK Ltd's Security management system is appropriate and that undertakings are completed in accordance with our management system, legal requirements and good governance.
 - Cyclife UK Ltd will review our Security performance on an annual basis and (as a minimum) at this time the Policy shall be reviewed and communicated to all staff, sub-contractors and other interested parties as appropriate.

Environment and Sustainability (ISO14001)

- **Protecting the environment and achieving NetZero**
 - Cyclife UK Ltd protects the environment and deliver social and economic benefits to the communities in which we operate.
 - Cyclife UK Ltd ensures that the environmental aspects of their sites, activities and projects are understood so that they can protect the environment, people, stakeholders and assets.
 - Cyclife UK Ltd ensure they are compliant and aligned to customer, regulatory and national expectations.
 - We will align to the EDF Groups objective to focus on effectively reducing all its CO₂ emissions (including scope 3 emissions, which in 2022 accounted for almost 80% of the Group's greenhouse gases) with the aim of reducing them by at least 90% by 2050.
- **Ensuring compliance**
 - Comply fully, with the requirements of all relevant SHEQS legislation, business obligations, local permissions, customers and other requirements, including the MRF Nuclear Site Licence and EPR permit (ZB3335DP). This is governed by the Internal Control Manual ENV-000.
 - Safeguard the integrity of our service through compliance with appropriate Good Practice Guides, Approved codes of Conduct, standards etc.
 - Working with interested parties, we will develop, maintain and operate systems and practices that meet ISO 14001.
 - Confirming compliance within the supply chain and subcontractors with the necessary security requirements.
 - Identify the potential for, and respond to, events and environmental emergency situations, and prevent and mitigate the impacts associated with them.
 - Integrating low carbon optioneering into projects.
 - Ensuring personnel are aware of the low carbon behaviors that are required to reduce emissions and achieve Net Zero targets.
- **Setting of objectives & targets**
 - Cyclife UK Ltd's management team will set, publish & regularly review Compliance objectives & KPI's.
 - Environment and Sustainability objectives are intended to ensure continued compliance with legal & other requirements, ensure continued conformity & customer satisfaction and to support continual improvement in Cyclife UK Ltd's operations & management systems.
- **Communication & consultation**
 - Ensure the policy is communicated, promoted, understood & implemented at all levels of the organisation to support awareness and development of the environmental and sustainability culture. Where requested the policy will be shared directly with interested parties and it is available through the organisations intranet site.
 - Ensure consultation with workers to promote employee participation & to gain commitment to this policy & its implementation.
 - Annual events, poster campaigns, staff engagement and emergency arrangements training all form part of the environmental communications
 - A Social Value Committee have been established to support sustainability initiatives that our employees nominate that relate to our Social Value Strategy.
- **Delivering continual improvement**
 - The organisation will seek to continually improve its management system, its offerings to customers & its environmental and sustainability performance, through internal & external auditing of its processes, learning from experience & feedback and the annual setting of targets & objectives with consideration of findings from oversight programmes.
 - The promotion of high & continually improving environmental and sustainability standards is set as a common expectation for management & workers at all levels using personal development reviews.
- **Understanding its organisational responsibilities**
 - Providing adequate & appropriate resource to implement the policy & ensure persons are competent to undertake their work through provision of information, instruction training & supervision.
 - Placing prime responsibility for environmental and sustainability performance with line management from UK board to supervisory level.
 - All workers regardless of position have a responsibility to look after the environment and take part in the carbon reduction action plan.
- **Ensuring adequate arrangements**
 - Periodically review the policy & undertake proportionate oversight to ensure Cyclife UK Ltd's environmental management system is appropriate and that undertakings are completed in accordance with our management system, legal requirements and good governance.
 - Cyclife UK Ltd will review our Environment and Sustainability performance (KPI's) on an annual basis and (as a minimum) at this time the Policy shall be reviewed and communicated to all staff, sub-contractors and other interested parties as appropriate.
 - Managing our carbon footprint through the monitoring and reporting of key performance indicators, through a annual carbon reduction plan, to ensure we achieve our carbon commitments.

Quality Assurance & Control (ISO9001, ISO19443 & ISO19650)

• **Quality Assurance**

- Cyclife UK Ltd seek to enhance all its operations through the effective deployment of seven Quality Management Principles (QU001) including:
 1. Customer Focus.
 2. Leadership.
 3. Involvement of People.
 4. Process & Systems Approach.
 5. Continual Improvement.
 6. Evidence Based Decision Making.
 7. Mutually Beneficial Supplier Relationships.
- Cyclife UK Ltd ensures that the quality aspects of their sites, activities and projects are understood so that they can protect the interests of, people, stakeholders and assets involved.
- Cyclife UK Ltd ensure that appropriate consideration for Nuclear Safety is embedded into its quality arrangements.
- Cyclife UK Ltd ensure that the commitment to Nuclear Safety is not compromised by other priorities.

• **Ensuring compliance**

- Comply fully, with the requirements of all relevant SHEQS legislation, business obligations, local permissions, customers and other requirements, including the MRF Nuclear Site Licence and EPR permit (ZB3335DP). This is governed by the Internal Control Manual QU-000.
- Safeguard the integrity of our service through compliance with appropriate Good Practice Guides, Approved codes of Conduct, standards etc.
- Working with interested parties, we will develop, maintain and operate systems and practices that meet ISO 9001, ISO, ISO19443 & ISO19650.
- Confirming compliance within the supply chain and subcontractors with the necessary quality & Nuclear Safety requirements.
- Identify the potential for, and respond to, events and emergency situations, and prevent and mitigate the impacts associated with them.

• **Setting of objectives & targets**

- Cyclife UK Ltd's management team will set, publish & regularly review Compliance objectives.
- Quality specific objectives are intended to ensure continued compliance with legal & other requirements, ensure continued conformity & customer satisfaction and to support continual improvement in Cyclife UK Ltd's operations & management systems.

• **Communication & consultation**

- Ensure the policy is communicated, promoted, understood & implemented at all levels of the organisation to support awareness and development of the environmental and sustainability culture. Where requested the policy will be shared directly with interested parties and it is available through the organisations intranet site.
- Ensure consultation via appropriate mediums with workers to promote employee participation & to gain commitment to this policy & its implementation.
- Quality reviews in each business unit occur monthly and inform Senior Management Team reports.

• **Delivering continual improvement**

- The organisation will seek to continually improve its management system, its offerings to customers & its quality performance through internal & external auditing of its processes, learning from experience & feedback.
- The promotion of high & continually improving quality standards is set as a common expectation for management & workers at all levels using personal development reviews.

• **Understanding its organisational responsibilities**

- Providing adequate & appropriate resource to implement the policy & ensure persons are competent to undertake their work through provision of information, instruction training & supervision.
- Placing prime responsibility for quality performance with line management from UK board to supervisory level.
- All workers regardless of position have a responsibility to advocate for and assure quality in all its forms.

• **Ensuring adequate arrangements**

- Periodically review the policy & undertake proportionate oversight to ensure Cyclife UK Ltd's quality management system is appropriate and that undertakings are completed in accordance with our management system, legal requirements and good governance.
- Cyclife UK Ltd will review our quality performance on an annual basis and (as a minimum) at this time the Policy shall be reviewed and communicated to all staff, sub-contractors and other interested parties as appropriate.
- Cyclife UK Ltd include Quality performance metrics in the AROSSEQ, to inform business strategy.