



Occupational Health and Safety Policy

Chiva-Som International Health Resort is committed to the health and safety of our employees, guests and vendors. We comply with applicable occupational health and safety (H&S) legislation and other requirements to prevent accidents, injuries and occupational illnesses in our properties. We will create a safe and healthy environment for all employees, guests and vendors in the property.

1. RESPONSIBILITIES OF MANAGEMENT

- 1.1 To provide and maintain safe facilities, equipment and working conditions in areas of responsibility.
- 1.2 To provide employees with sufficient information and instruction on the Health and Safety policy and requirements before they commence their work and at regular operational briefings.
- 1.3 To provide relevant training to employees to understand and be compliant with the health and safety procedures.
- 1.4 To incorporate applicable occupational health and safety requirements into the operating standards of each department, to conduct regular inspections with formal documentation and to include follow-up actions taken.
- 1.5 Seek feedback and suggestions from employees on matters affecting their health and safety in the workplace.
- 1.6 To have a clear accident/incident reporting system that is well-communicated with all employees with proper documentation and implementation of corrective and preventive actions.
- 1.7 The Health and Safety policy is to be updated and communicated to all employees at least once a year; to take into account new working procedures, equipment and changes in local health and safety legislation.
- 1.8 Ensure that guests and vendors on the property receive a health and safety briefing, when needed.

2. RESPONSIBILITIES OF EMPLOYEES

- 2.1 To attend the Health and Safety training as scheduled and to comply with health and safety training information and policy within the organisation, as well as when travelling or working off-site.
- 2.2 Adhere to the procedures on safe work methods including the use of required protective equipment and clothing.
- 2.3 To take adequate safety precautions to remove or reduce health and safety risks for self and others arising from work activities.
- 2.4 To not misuse any equipment, take shortcuts or take unsafe work instructions from others on work procedures that are against the safe work method.
- 2.5 Report any work accidents or incidents according to the established Health and Safety policy immediately to their supervisor, regardless of how minor it may seem.
- 2.6 Report any work hazards or potential work hazards immediately to their supervisor.

3. RESPONSIBILITIES OF GUESTS AND VENDORS

- 3.1 Follow safety instructions provided by the property when using its amenities and facilities.
- 3.2 Take personal safety precautions to remove or reduce health and safety risks when in and around the property grounds.

4. DISCIPLINARY ACTION

Corrective or disciplinary action, from written warning up to termination of employment depending on the severity of the violation, will be meted out when:

- 4.1 Management and supervisory level employees who are aware of non-compliance work method incidents or accidents and did not report and/or take remedial action.
- 4.2 Employees who intentionally do not adhere to the Health and Safety policy.
- 4.3 Refuse to attend the required Health and Safety training.


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