
Health & Safety Policy



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I. General Principles

1. Purpose

This policy aims to maintain and promote the safety and health of workers by creating a safe and comfortable work environment by stipulating matters related to safety and health activities of Cosmax in accordance with the Occupational Safety and Health Act and Act on the Establishment of Safe Laboratory Environment.

2. Health and Safety Policy

Cosmax has established the following key policies to fulfill its commitment to health and safety and to create a workplace that is comfortable and safe for employees and others.

1. Recognize safety and security as a top priority, establish goals and action plans for continuous improvement, and actively implement them.
2. Strictly comply with and implement domestic and related countries' safety and health laws and regulations.
3. Conduct risk assessments for all business activities and establish and implement risk reduction measures.
4. Establish various communication systems to involve all employees in safety and health activities.
5. Conduct systematic training and education of workers and stakeholders to fulfill safety and health policies and objectives.

3. Scope

This Safety and Health Policy applies to all employees of Cosmax, its subsidiaries and second-tier subsidiary companies. It also applies to all stakeholders, including customers, employees of business partners, local communities and residents, and employees of national organizations that are related to Cosmax's business. Matters not stipulated in this policy shall be governed by laws and regulations, employment rules, collective agreements, and safety and health management policy.

4. Roles and Responsibilities

4-1. The highest governance body

The CEO of Cosmax shall annually develop a safety and health plan for Cosmax, which shall be presented to and approved by the Board of Directors. The Board of Directors has final decision-making authority with respect to safety and health and oversees all safety and health management and performance improvement activities.

4-2. Dedicated organization

Cosmax shall operate a dedicated safety and health management organization consisting of two or more persons who are not appointed as site safety managers, health managers, or business health doctors. The organization in charge of safety and health management is responsible for the safety and health management of each workplace and evaluates the performance of the safety and health management officer and supervisor on a quarterly basis.

4-3. Safety and Health Officer

Cosmax appoints a safety and health Officer to perform safety and health-related tasks. The role of the Safety and Health Officer shall include establishing an industrial accident prevention plan, writing safety and health management regulations, safety and health education, measuring and inspecting the work environment, and medical examination of workers.

4-4. Environmental, Safety, and Health Committee

Cosmax shall organize and operate an Environmental, Safety and Health Committee consisting of an equal number of employees and employers at the workplace to deliberate and decide on important matters related to safety and health at the workplace.

5. Quantitative Targets

Increase the percentage of ISO 45001 certified sites to 100% in phases by 2030 in accordance with this Health and Safety Policy.

6. Training

Cosmax regularly conducts safety and health training for workers (office workers, sales workers, other workers, etc.). In addition, newly hired workers are provided with training on safety and health related to their work before they begin their assigned duties, and additional special safety and health training is provided when they are hired for hazardous or dangerous work or when their work is changed to such work.

7. Review Cycle

Cosmax will review this Safety and Health Policy at least annually in accordance with national laws and

international guidelines. This ensures that the requirements of national laws and regulations are reflected in management activities.

8. Consultation and Reporting Procedures

Establish channels and dedicated personnel to handle safety and health-related accidents and violations involving the company, including employees and other stakeholders who can report them anonymously or by name.

- Internal reception desk: Grievance box

- Integrated grievance reporting sites: Grievance center (cos-114@naver.com), Integrated reporting channel (posted on the homepage)

II. Operating Guidelines

1. Workplace Safety and Health Management

1-1. Safeguards against harmful or dangerous mechanical devices

The Company shall use certain power-operated machines and apparatus after taking appropriate measures to prevent harm and danger. In addition, they shall not be transferred, rented, installed or offered for use, or displayed for transfer or rental without appropriate protective measures.

1-2. Safety Certification and Voluntary Safety Verification Report

When the Company intends to receive and use harmful or dangerous machines and equipment, or purchase and issue protective equipment, shall confirm that safety certification and voluntary safety confirmation report have been made.

1-3. Safety Inspection

If the Company uses harmful or dangerous machinery and equipment, it must be inspected for safety before use.

1-4. Stop work

When there is an imminent risk of an industrial accident, the company immediately stops work and evacuates workers from the work site, taking necessary safety and health measures.

1-5. Installing and Attaching Safety Signs

The company shall install or post safety and health signs that show pictures, symbols, and letters to warn workers about harmful or dangerous places, facilities, and substances, instructions and guidance for dealing with emergencies, or other matters to raise workers' safety and health awareness so that they can easily recognize them.

1-6. Issuance and Implementation of Safety Work Permits

Departments and construction subcontractors who want to perform dangerous work such as firearms, heavy equipment, high-altitude, and sealed work in the workplace must submit a safety work permit to the safety management department in advance and obtain permission before performing the work.

1-7. Confined Space Safety Management

The Company shall establish and implement a confined space program.

1-8. Transportation System Safety Management

All transportation systems operating within the company shall comply with the internal driving speed

(indoor - 5 km/h, outdoor - 10 km/h) and operate only on the driving lane if the driving lane is designated. Pedestrians in the company must use sidewalks only, and cell phones are prohibited when walking. In addition, all workers in the company are prohibited from placing objects on the sidewalk.

1-9. Conduct a Workplace Safety Inspection

The company conducts 5S/EHS evaluation activities under the supervision of the safety management department. The 5S/EHS evaluation activities are conducted by the manager, team leader, and executives in the company, and they inspect all workplaces twice a month, take improvement measures for the results found, and hold a 5S/EHS evaluator meeting once a month.

1-10. Fire Management

The Safety Management Department establishes a fire and evacuation plan and conducts fire drills annually.

1-11. Work Environment Measurement

To protect the health of workers from harmful factors and create a pleasant working environment, the Company conducts work environment measurement when there are workers exposed to harmful factors that are subject to work environment measurement as a workplace that performs work that is harmful to the human body.

1-12. Precise Safety Diagnosis

The Company regularly conducts detailed safety inspections of laboratories that perform dangerous work such as handling hazardous factors. The detailed safety inspection is conducted once a year, and a specialized organization (hereinafter referred to as "agency") conducts the safety inspection on site with the presence of the Cosmax Safety Management Team.

1-13. Employee Health check-up

The Company shall conduct health check-up for the health management of workers, and workers shall not avoid or intentionally refuse health check-up conducted by the Company without justifiable reasons.

1-14. Material Safety Data Sheets

If a company manufactures or imports a substance subject to a safety data sheet, it shall prepare and submit to the Ministry of Employment and Labor a document stating the name of the product, the name and content of the chemical substance, and precautions for handling. In addition, if a company intends to handle a substance subject to a safety data sheet prescribed by the Occupational Safety and Health Act, it shall post or equip the provided safety data sheet in the workplace where it is handled in a place where it can be easily seen by workers handling the substance.

1-15. Prevention of Musculoskeletal Disorder (RSI)

The Company shall conduct a hazard survey on the workplace situation, working conditions, and the presence or absence of symptoms every three years in the case of musculoskeletal strain work, and conduct the first hazard survey within one year from the date of establishment in the case of newly established workplaces.

2. Incident Investigation and Remediation

2-1. Procedures for handling accidents

In the event of an accident, the Company shall actively take appropriate measures to prevent the spread of the accident and provide emergency relief to the victims and strive to minimize the damage. The first witness or first discoverer of an accident shall report to the appropriate supervisor, executive, etc. and contact the Safety Management Department.

2-2. Investigate the cause of the accident and establish countermeasures

In the event of an accident within the company, the Safety Management Department shall promptly identify the root cause of the accident and establish countermeasures in conjunction with the occurrence department.

2-3. Analysis of disaster occurrence status

The Safety Management Department regularly analyzes the status of disaster occurrence and establishes countermeasures.

3. Health and Safety Risk Assessment

3-1. Establishment of risk assessment implementation plan

The safety management department shall establish and implement an annual plan regarding the evaluation method, the role of the person in charge, the role of each evaluation target (or scope), the method of notice, and the points to be noted to effectively conduct risk assessment.

3-2. Risk Assessment Training

Before conducting risk assessment, the Safety Management Department shall provide training to the assessment personnel on risk assessment methods.

3-3. Conduct and execute a risk assessment

The safety management department conducts risk assessment using risk assessment techniques

appropriate to all processes and work contents in the workplace to identify harmful and dangerous factors, estimate and determine the risk of each harmful and dangerous factor, and establish and implement reduction measures.

3-4. Risk assessment cycle

The risk assessment cycle is categorized into initial, periodic, and regular assessments, with initial and regular assessments covering the entire workplace. Ongoing assessments are conducted before starting the execution of plans such as installation, relocation, modification, or dismantling of workplace structures. For workplaces where major disasters and industrial accidents have occurred, it is conducted before resuming work.

3-5. Documentation of Risk Assessments

The Safety Management Department shall maintain documentation of the conduct and results of risk assessments. Documentation of risk assessments shall be retained for a minimum of three years.

Addendum

This policy is effective July 2, 2018.

1. Enacted July 2, 2018
2. Revised June 26, 2024