

CORPORATE POLICY

Health and Safety

Valid from:	20/07/2025
Next review:	20/07/2028
Policy Owner:	SVP Manufacturing, Engineering, Digital & EHS

Purpose and Scope

Purpose

At Reckitt, we are committed to the health and safety of our employees. This Policy sets out how we manage and minimize workplace health and safety risks across Reckitt sites globally and outlines the processes reporting incidents.

Scope

This Policy is applicable to all Reckitt employees, contractors, and sub-contractors globally – anyone who works for Reckitt Group (i.e. a company from the Group, or a company which subsequently joined the Group, or a legal entity under the Group), and to all third parties engaged by any Reckitt entity working or visiting a Reckitt facility. To the extent there is a local law or policy that contradicts the provisions of this policy, such local law or policy shall govern. Reckitt will comply with all applicable laws in the various geographies across the globe, and this policy is not meant to circumvent any employee rights as provided by applicable law.

Policy Statement

Health & Safety requirements

Reckitt is committed to employees' health, safety and welfare at work, recognizing the risk of work-related injuries and ill-health, complying with applicable health and safety legal requirements, the continual improvement of its health and safety management system, and establishing a framework for setting occupational health and safety objectives. To minimize the risk of work-related injuries and occupational ill-health, Reckitt employees must:

- Comply with all rules and regulations which govern our operations on respective sites;
- Adhere to Reckitt's [Global Health & Safety Standards](#);
- Avoid (intentionally or recklessly) interfering with, misusing or damaging any equipment provided for the health, safety or welfare of employees and/or violating procedures provided for the health, safety or welfare of employees and equipment;

- Report health and safety concerns to their Line Manager and/or to the site Health and Safety Coordinator/Lead.

Additionally, Line Managers (Site Leads to the Site Senior Management Teams, through Middle Management / Supervisors / Team Leaders) must establish and maintain effective day-to-day health and safety arrangements at the workplace. Reckitt uses this Policy to hold Line Management accountable to leading safe practice and behaviours within the organization. This involves:

- Implementing and displaying this Policy in the area(s) under their responsibility;
- Continuously aiming at eliminating hazards and accidents;
- Fulfilling Health and Safety responsibilities and accountabilities and rolling out corporate and site Health and Safety programmes and initiatives;
- Implementing and maintaining the health and safety control arrangements required by this Policy and supplementary [Health & Safety Standards](#), taking in consideration the nature of the hazards posed by their operations, their health and safety risks and opportunities and their applicable legal requirements;
- Ensuring that safety precautions are in place, understood and implemented based on adequate risk assessment in the area(s) under their responsibility;
- Promptly reporting and investigating incidents for root causes (as per the process described [here](#)), ensuring that lessons learnt are shared with the [Global Health & Safety Team](#) and corrective actions are implemented to prevent their recurrence. Identified corrective and preventative actions must be deployed and tracked through site Health and Safety improvement plans to prevent their recurrence. If the actions taken are applicable to other sites, Line Managers and Site Leads are responsible for their implementation in the affected area(s) under their responsibility.

Internal Incident Reporting

It is the responsibility of every Reckitt employee to remain vigilant and report any instances of actual or perceived health and safety incidents promptly as outlined [here](#). Additionally, it is the responsibility of the Line Managers and Site Leads to review learnings from other site investigations when shared by the Global Health and Safety team and include applicable actions into their site Health and Safety improvement plans for deployment and tracking.

In case of doubt on whether a Health and Safety Incident should be reported, the Regional Health and Safety Manager and/or the Global Employee Health and Safety Director may be contacted for assistance.

Monitoring and Reporting

Reckitt monitors compliance with this Policy through self-assessments, Global Health & Safety audits and other assurance mechanisms:

- The Group Executive Committee oversees Reckitt's Health and Safety and Security performance against the annual corporate targets.
- The Chief Supply Officer, who is member of Reckitt Executive Committee, has oversight responsibility for Health and Safety
- The SVP – Manufacturing, Engineering & Digital, is responsible for governance and

oversight of health and safety objectives, risk and compliance with regulations across all Regions, as well as ownership of the Global Health and Safety audit programs

- Regional Leaders are responsible for providing adequate support in meeting the Policy objectives.; Regional Health & Safety Leadership Teams are responsible for providing complementary expertise, monitoring and ensuring compliance with this Policy.
- Site Leadership Teams are responsible for ensuring compliance with this Policy, supplementary procedures ([Health and Safety](#)) and the follow up with audit actions.

Contact Information

Advice and Questions for Staff

If you ever have doubt about the right course of action, or if you have questions about this Policy or compliance, please write to [Health and Safety](#) team.

Appendices

Appendix 1 – Health, Safety & Security Incident Classifications

Please note:

- Assigning a Reckitt classification is mandatory for each incident.
- Reckitt definitions and notification timelines may differ from local legislation definitions for the same incident. In this scenario it is expected the site simultaneously complies with Reckitt and local legislative classification and prescribed notification requirements.
- Contact global Health and Safety team where additional support is required to designate a classification.

Incident type	Definition	Example for additional clarification (where required)
Fatality	Any death associated with work related injury or illness. Include all permanent, temporary/contract workers, contractors who visit the site for a short time to complete a specific work task, "permanent" on-site contractors who manage their own area and staff (e.g. restaurant staff) and visitors to the site. Accidents which occur during business travel should also be included. A work-related fatality is logged as a recordable accident.	As per definition.
Fatality (non-work related)	Any death unrelated to work. Include all permanent, temporary/contract workers and contractors who visit the site for a short time to complete a specific work task and "permanent" on-site contractors who manage their own area and staff (e.g. restaurant staff) and visitors to the site. Fatalities during personal time or commuting to / from work are considered non-work related. A non-work-related fatality is not logged as a recordable accident.	Non-work-related heart attack (including for permanent, temporary/contract workers when travelling/off-site on company business)
Severe Accident	Work-related accidents or ill-health which resulted in permanent disability. Include all permanent, temporary/contract workers, contractors who visit the site for a short time to complete a specific work task, "permanent" on-site contractors who manage their own area and staff (e.g. restaurant staff), visitors to the site. Accidents which occur during business travel should also be included. A severe accident should also be reported as an LWD (Lost Work Day) Accident when reporting into the Enablon system. A severe accident is a recordable accident.	Amputations and/or permanent loss of sensory / motor dexterity.

Lost Work Day (LWD) Accident	<p>Work-related accidents or ill-health which resulted in an employee being unable to complete their duties on their scheduled next working day/shift. Includes all severe accidents.</p> <p>If employee is working a partial shift next, but leaves early due to same injury, it should be reported as an LWD. Include all permanent, temporary/contract workers and contractors who visit the site for a short time to complete a specific work task, "permanent" on-site contractors who manage their own area and staff (e.g. restaurant staff) and visitors to the site.</p> <p>Accidents which occur during business travel should also be included. A lost work day accident is a recordable accident.</p>	<p>As per definition.</p>
Restricted Work Case (RWC) Accident	<p>Work-related accidents or ill-health where the injured party cannot fulfil their normal work day activities following the incident but is able to:</p> <ul style="list-style-type: none"> • Undertake a temporary job; • Work at their normal job but not full-time; • Work at a permanently assigned job but is unable to perform all the duties normally assigned to it. <p>Include all permanent, temporary/contract workers and contractors who visit the site for a short time to complete a specific work task, "permanent" on-site contractors who manage their own area and staff (e.g. restaurant staff) and visitors to the site. Accidents which occur during business travel should also be included. A restricted work case accident is a recordable accident.</p>	<p>As per definition.</p>
Offsite Medical Treatment (OMT) Accident	<p>An Offsite Treatment Accident is a work-related accident or ill-health for which medical treatment exceeds what is covered by a first aid (see below) but does not result in LWD or RWC (see above). Where sites contain an on-site medical center managed by qualified medical professionals, incidents requiring treatment from within this center may still trigger assignment of this classification, depending on the treatment provided to the injured person. Include all permanent, temporary/contract workers and contractors who visit the site for a short time to complete a specific work task, "permanent" on-site contractors who manage their own area and staff (e.g. restaurant staff) and visitors to the site.</p> <p>Visits to hospital/health-care providers solely for observation,</p>	<p>The following conditions shall be considered Offsite Treatment Accidents (not exhaustive and if there is no lost work or restricted work):</p> <ul style="list-style-type: none"> • Abrasions that occur to full skin depth or entail removal of embedded foreign material or treatment for infection; • All fractures, no matter how severe, including broken teeth, whether or not treatment is administered; • Bruises that call for treatment by prescription medication or medical procedures beyond observation or application of compresses;

	counselling or administration of diagnostic procedures (e.g., X-rays), including the administration of prescription medication used solely for diagnostic purposes (e.g., eye drops to dilate pupils) are not considered Offsite Medical Treatment Accidents. An Offsite Medical Treatment accident is a recordable accident.	<ul style="list-style-type: none"> • Burns (chemical or thermal) that call for medical treatment regardless of size or degree of the burn • Cuts and lacerations, which because of their severity and for medical reasons, call for wound closure, surgical debridement, or treatment of infection; • Exposure to chemicals, whether an injury or an illness, that results in medical treatment; • Eye injuries resulting in medical treatment for removal of embedded foreign objects, lacerations, abrasions, or burns, or for which a physician prescribes medication; • Work-related heat stress that is treated with intravenous administration of fluids; • Splinter and puncture wounds that involve removal of a foreign object by other than simple techniques (e.g., irrigation, tweezers, cotton swabs, using small pins, needles, or small tools to extract splinters); • Work-related loss of consciousness; <p>Work-related ill health requiring treatment by a medical professional.</p>
First Aid Accident	Work-related accidents or ill-health resulting in the one-time treatment of minor scratches, cuts, burns, splinters, or other minor industrial injury which do not require medical care. The injury resulting from such an incident is likely to be minor in nature and treatment can be carried out by application of a band aid, cold compress or any other content of a first aid kit. First Aid Accident classification will also be triggered by minor accidents that are logged by the local site reporting system, but no treatment is provided to the injured person. Include all permanent, temporary/contract workers and contractors who visit the site for a short time to complete a specific work task, "permanent" on-site contractors who manage their own area and staff (e.g. restaurant staff) and visitors to the site. A First Aid Accident is NOT a recordable accident.	As per definition.
Occupational Illness / Ill-	Work-related accidents or ill-health cases. Include all permanent, temporary/contract workers, contractors who visit the site for a short	<p>Such cases may include:</p> <ul style="list-style-type: none"> • Musculoskeletal disorders

Health Case	<p>time to complete a specific work task, "permanent" on-site contractors who manage their own area and staff (e.g., restaurant staff), visitors to the site.</p> <p>Cases of identified OH may include acute, recurring, and chronic health problems caused or aggravated by work conditions or practices. Occupational Illness / Ill-Health cases may also trigger reporting into one of the above classifications.</p> <p>All identified cases must be aligned with the site HR / OH coordinator (as applicable) before entry and recording in the corporate EHS reporting system.</p>	<ul style="list-style-type: none"> • Skin & respiratory diseases • Diseases caused by physical agents (noise-induced hearing loss, vibration caused diseases) • Mental illness (anxiety, post-traumatic stress) • Malignant cancers
Near Miss	<p>An event not causing actual harm but may have had the potential to cause minor injury.</p> <p>These would typically require minor corrective action.</p>	As per definition.
Significant Near Miss	<p>A single event that could have resulted in significant property damage, serious personal injury / ill-health, and/or business disruption (which did not result in any loss). Significant Near Misses would result in major actions and learnings. Include all permanent, temporary/contract workers and contractors who visit the site for a short time to complete a specific work task, "permanent" on-site contractors who manage their own area and staff (e.g. restaurant staff) and visitors to the site.</p> <p>All significant near miss incidents will require a SPIN investigation to be completed with suitable preventative actions identified.</p>	<p>Examples of significant near misses include, but are not limited to:</p> <ul style="list-style-type: none"> • Any potential injury which could have resulted in a lost work day and/or restricted work case requiring detailed investigation and priority action completion; • Any Incident which had the potential to injure more than one person; • Any incident resulting in property damage beyond normal wear and tear; • Failure of a safety system – e.g. Quench system or the Fire Alarm system.

In addition to the classifications defined above, each incident will be assigned a "severity" (or potential severity in the cases of Near Miss incidents that do not result in injury or ill health). There are 5 severity options, listed below with examples. The examples are not an exhaustive list, therefore please consult with a member of the global Health and Safety team where further guidance is required:

Severity Rating	Definition	Example for additional clarification (where required,)
Severe – 5	The highest severity rating, assigned to the most serious events, or significant near misses that had the potential to cause very serious harm or damage. All fatalities and Severe Accident incidents will automatically have this severity rating assigned.	<p>All fatalities and severe accidents.</p> <p>Other examples of severe rating include, but are not limited to:</p> <ul style="list-style-type: none"> Events resulting in or potentially resulting in significant harm to multiple people; Events where the injured person has sustained multiple fractures, extended hospital treatment involving surgery/trauma
High – 4	Incidents of harm, or potential to cause harm, typically for more serious recordable accidents that do not fit the "severe rating" criteria.	<ul style="list-style-type: none"> Recordable accidents resulting in harm that require hospital treatment. Recordable accidents requiring a significant number of stitches at hospital. Significant Near Misses that could result in injuries leading to the above scenario.
Medium – 3	Incidents of harm, or potential to cause harm, that would typically result in minor hospital treatment, such as stitches or minor physio.	<ul style="list-style-type: none"> Recordable accidents resulting in receipt of a small number of stitches at the hospital or other
Low – 2	Incidents of harm, or potential to cause harm, that would result in quick recovery and no major hospital treatment as described above.	<ul style="list-style-type: none"> Minor slip, trip, fall resulting in recordable accident with small treatment required.
Minor – 1	Incidents of harm, or potential to cause harm, that would result in quick recovery	<ul style="list-style-type: none"> Minor slip, trip, fall resulting in recordable accident but no treatment required.

Appendix 2 – Health, Safety and Security Incident Reporting Table

It is mandatory for Reckitt site leadership employees to report incidents appropriately considering the notification process outlined in the table below.

Incident type	Timelines for reporting an incident		
	Who to Notify	Notification Timeline	How to Notify
<ul style="list-style-type: none"> Fatality / Fatality, non-work fatality Severe accident Fatality for Reckitt employees whilst off-site conducting Reckitt business. Major fire or other major incident (e.g., large chemical spill, building structural failure etc.) 	To line management through to GEC level, including: <ul style="list-style-type: none"> Chief Executive Officer (CEO) Chief Supply Officer (CSO) Chief R&D Officer Chief HR Officer (CHRO) SVP Manufacturing, Engineering and Digital Global Director for Health and Safety Global Crisis Management Director And in the events of a fatality: <ul style="list-style-type: none"> Head of External Affairs 	Immediate	By email/phone
<ul style="list-style-type: none"> A Lost Working Day (LWD), Restricted Work Case (RWC) Offsite medical treatment (OMT) Significant Near Miss (SNM) Formal enforcement actions for a health and safety legislation breach 	Must be reported by email/phone to line management through to: <ul style="list-style-type: none"> Relevant SVP (GEC-1) SVP Manufacturing, Engineering and Digital Global H&S Director Regional Health and Safety Manager, who will coordinate onwards cascade as appropriate 	Within 24 Hours	By email/phone. A SPIN Part A template shall be using for consistency of notification. An initial entry of incident facts must be entered into the Enablon reporting system within 24 hours.
		Within 5 days	A Draft SPIN Part B should be cascaded for input from leadership. A conference call may be requested to discuss further details. The timeline to deliver the final approved SPIN will vary depending on severity.
<ul style="list-style-type: none"> Any of the above incidents that are assigned "Severe" or "High" severity rating 	<ul style="list-style-type: none"> Chief Supply Officer (CSO) GM of the country Regional HR Director Global Crisis Management Director The CSO or SVP Manufacturing, Engineering and Digital will then coordinate communication to the Chief HR Officer and other GEC members as appropriate.	Within 24 Hours	By email/phone, included in the process above for initial notification.

Revision & Approval History

Revisions

Issued / Revised	Version	Effective Date	Summary of Key Changes
Revised	1	15/12/2023	Changes based on the recent organisational change as well as including the monitoring and performance section. New policy template. Merge H&S and Security policies and corporate incident reporting process. Removal of Environment and Human Rights sections to transfer to relevant policies.
Revised	2	20/07/2025	Update of the Health and Safety Items. Removal of the paragraphs relating to Security (now moved under HR) and consolidation of the Wellbeing Policy.

Approval History

Role	Name	Title	Date of Approval
Author	Elda Sahin	SVP Manufacturing, Engineering, Digital & EHS	N/A
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Approver	Ranjay Radhakrishnan	Chief HR Officer	16.07.2025
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