

## Health and Safety Policy

Eventful Management GmbH  
Mühlhauser Feld 3, 85664 Hohenlinden, Germany  
Revised and approved: January 2026

Eventful Management GmbH is committed to maintaining an active Health and Safety Policy commensurate with German and European best practice, and in accordance with EU Council Directive 89/391/EEC on the introduction of measures to encourage improvements in the safety and health of workers. For on-site activities in the principal execution of our business, we additionally apply the standards set out in EU Directive 92/57/EEC on the implementation of minimum safety and health requirements at temporary or mobile construction sites.

This document sets out the company's commitment to provide and maintain safe working conditions for our employees, sub-contractors and all others who may be affected by our activities. It is structured in three parts:

- Part 1 – General Statement of Health and Safety Policy
- Part 2 – Organisation and Responsibilities
- Part 3 – Specific Responsibilities
- Part 4 – Incident Reporting, Investigation and Notification

We ensure that the objectives of this policy are communicated to all employees and sub-contractors through site induction training and written health and safety guidelines. Progress towards these objectives is monitored at senior management level and reviewed at least annually in consultation with employees and other interested parties.

Specific overall responsibility for health and safety has been assigned to Edwin Courts as Director. Edwin Courts Jnr. has been appointed as the person with overall responsibility for day-to-day operational health and safety. The company recognises that its objectives can only be achieved through the active engagement of all employees and sub-contractors, and maintains clear lines of communication and a policy of open consultation.


We recognise that the key to successful health and safety management is ensuring that every participant in our organisation is competent to carry out their responsibilities. We therefore maintain a training policy which identifies individual training needs on the basis of risk assessment outcomes.

**This policy is subject to review and revision at least annually.**

Signed on behalf of Eventful Management GmbH:



**Edwin Courts**  
Director



**John Cullen**  
Director

Date: 15 January 2026

## Document Revision History

Date	Status
March 2011	Original document created and approved
February 2012	Revised and approved
January 2013	Revised and approved
January 2014	Revised and approved
January 2015	Revised and approved
February 2016	Revised and approved
February 2017	Revised and approved
January 2018	Revised and approved
January 2019	Revised and approved
January 2020	Revised and approved
February 2021	Revised and approved
January 2022	Revised and approved
February 2023	Revised and approved
January 2024	Revised and approved
January 2025	Revised and approved
January 2026	Completely revised and approved — added Section 4 - current issue

## Part 1 General Statement of Health and Safety Policy

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It is the policy of Eventful Management GmbH to ensure, so far as is reasonably practicable, the health, safety and welfare of all employees and any other persons who may be directly affected by the activities of the company.

Eventful Management GmbH will, so far as is reasonably practicable:

- Achieve compliance with all applicable German and European health and safety legislation and regulations through proactive occupational health and safety management.
- Provide adequate resources — financial, personnel and time — to implement and maintain this policy effectively.
- Establish and maintain safe and healthy working environments at all workplaces under our control, whether permanent or temporary.
- Ensure that significant risks arising from our work activities are systematically identified, assessed and either eliminated or controlled to an acceptable level through documented risk assessments and method statements.
- Develop, implement and regularly review appropriate occupational health and safety procedures and safe working practices.
- Include the management of health and safety as a specific and accountable responsibility of managers at all levels of the organisation.
- Ensure this policy is understood, implemented and adhered to throughout the organisation, including by sub-contractors and freelance personnel.
- Actively involve employees and sub-contracted labour in health and safety decisions through consultation and co-operation.
- Maintain all workplaces under our control in a condition that is safe and without risk to health, including appropriate housekeeping, lighting, ventilation and emergency provisions.
- Review compliance with this policy and the management systems that support it at least annually, and following any significant incident or material change to operations.
- Provide sufficient information, instruction and supervision to enable all employees and sub-contractors to avoid hazards and contribute to their own and others' health and safety at work.
- Ensure that employees and sub-contractors receive appropriate training and are confirmed as competent before carrying out designated responsibilities, particularly in relation to working at height, manual handling, use of electrical equipment and operation of mechanical plant.
- Monitor, assess and respond to risks posed by infectious diseases, including emerging pathogens, in accordance with current German public health legislation (Infektionsschutzgesetz – IfSG) and applicable guidance.
- Investigate all accidents, incidents and near-misses, record findings and implement corrective actions to prevent recurrence.
- Maintain appropriate employers' liability and public liability insurance cover meeting or exceeding applicable legal requirements.

This policy does not override or supersede any provision of German national health and safety law, European Union regulations, or the law of any other country in which the company operates. In the event of any conflict between this document and applicable statutory requirements, statutory requirements shall prevail. Any element of this document subsequently found to be in conflict with applicable law shall be treated as severable and shall not affect the validity of the remainder of the policy.



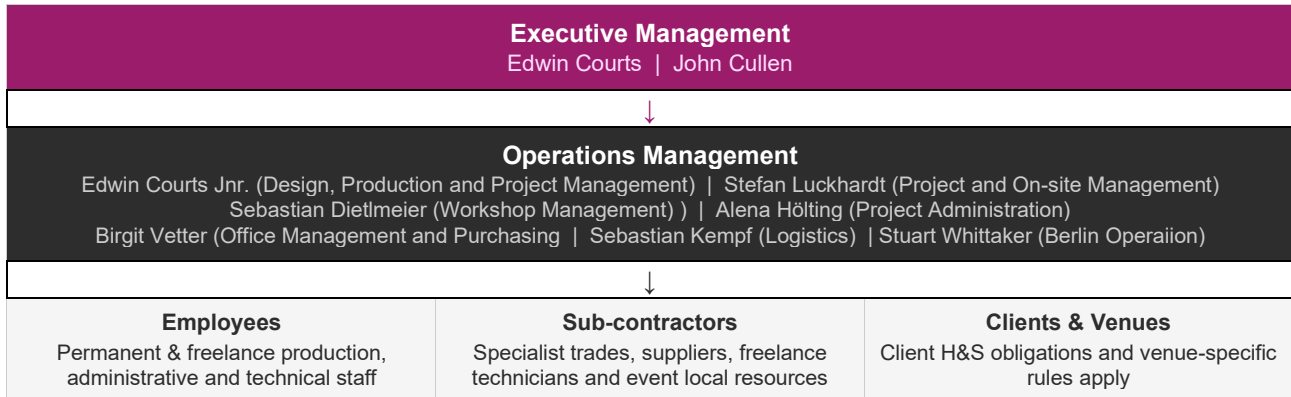
**Edwin Courts**

Director, Eventful Management GmbH

Date: 15 January 2026

## Part 2 Organisation

The chart below illustrates the health and safety management structure of Eventful Management GmbH and the interactions between operational functions (Status: January 2026). This document is provided purely for health and safety purposes and does not necessarily represent the full organisational structure for other business activities. It is supported by the specific responsibilities detailed in Part 3.



All persons within the organisation — whether permanent employees, freelance technicians or sub-contracted entities — are expected to operate within this structure and to communicate health and safety concerns through the appropriate channel without delay.



**Edwin Courts**  
Director, Eventful Management GmbH  
Date: 15 January 2026

## Part 3 Specific Responsibilities for Health and Safety

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The following responsibilities have been formally assigned to enable the company to meet the objectives of its health and safety policy.

### Executive Management — Edwin Courts and John Cullen

The Executive Management has overall responsibility for the formulation, implementation and review of the company's health and safety policy. In particular, the Executive Management is responsible for:

- Ensuring that the necessary arrangements are in place for managing health and safety effectively, and that managers at all levels are accountable for health and safety performance within their areas of responsibility.
- Considering health and safety implications during the planning and implementation of business strategy, including tendering, project planning and procurement.
- Ensuring there are sufficient resources — financial, personnel and time — to meet the objectives of this policy, including, where necessary, the engagement of external health and safety consultants.
- Ensuring arrangements are in place for consultation with employees and sub-contractors on matters relating to health and safety, and that progress and relevant changes are communicated to them promptly.
- Including health and safety as a standing agenda item at senior management meetings and ensuring that performance data, incidents and corrective actions are reviewed.
- Ensuring arrangements are in place to monitor and review health and safety performance across the company, including the investigation of accidents, incidents and near-misses, and ensuring that necessary amendments are made to policies, procedures and processes without delay.
- Reviewing the objectives of this health and safety policy on at least an annual basis, and following any significant incident or material change to the company's operations.
- Ensuring the company maintains appropriate insurance cover including employers' liability and public liability insurance.



**Edwin Courts**

Director, Eventful Management GmbH

Date: 15 January 2026

## Operations Management

**Edwin Courts Jnr.** (Production) • **Sebastian Dietlmeier** (Production) • **Stefan Luckhardt** (On-site) • **Birgit Vetter** (Office Services) • **Alena Hölting** (Project Administration) • **Sebastian Kempf** (Workshop Logistics)

Operations, Administration, Workshop and Office Services managers are responsible within their respective areas for the day-to-day management of health and safety, and for ensuring that the objectives of this policy are implemented. In particular they are responsible for:

- Ensuring that health and safety implications are considered and addressed prior to the implementation of new processes, projects or working practices.
- Ensuring that suitable policies, procedures and method statements are provided, communicated and implemented to meet the objectives of this policy.
- Ensuring that a training policy is in place so that all employees and sub-contractors under their supervision are competent for their respective roles and understand their health and safety responsibilities.
- Ensuring that arrangements are in place for the systematic identification, assessment and control of risks, including the production and review of risk assessments.
- Ensuring that suitable emergency arrangements are in place at all workplaces, including provisions for fire, accident response and first aid, and that all relevant personnel are briefed on these arrangements.
- Ensuring suitable controls are in place for the effective management of sub-contractors and freelance personnel, including verification of competence, insurance and adherence to this policy.
- Ensuring that reports and recommendations from enforcement bodies, insurers, external consultants or other authoritative bodies are evaluated and actioned without delay, and that findings are reported to Executive Management.
- Monitoring health and safety performance within their area and reporting to Executive Management on progress against the objectives of this policy, including accident and incident statistics.
- Investigating accidents, incidents and near-misses within their area of responsibility and reporting findings and corrective actions to Executive Management.
- Informing Executive Management immediately of any situation that may result in regulatory action, significant liability, or adverse publicity for the company.



**Eddie Courts**

Operations Management, Eventful Management GmbH

Date: 15 January 2026

## All Employees and Sub-contractors

It is the duty of all employees and sub-contracted freelancers to take all reasonable care for their own health and safety and that of any other person who may be affected by their acts or omissions at work. They must co-operate with management in fulfilling our objectives and statutory duties. In particular, they must:

- Comply with the training, information and instruction they have received, and apply it in practice.
- Not attempt to carry out hazardous work, operate hazardous machinery or use specialist equipment unless they have been specifically trained and authorised to do so.
- Carry out their work safely and without undue risk to themselves, colleagues or others who may be affected by their actions; and not intentionally interfere with, misuse or disregard any arrangement, control measure or item of equipment provided for health and safety purposes.
- Inspect tools and equipment before each use and not use equipment known or suspected to be faulty or out of test.
- Report any damaged, defective or out-of-test equipment immediately to their manager or supervisor, and remove it from service until it has been inspected and, where necessary, repaired or replaced.
- Not bring any personal tools, equipment or electrical items onto company or client premises without first obtaining permission from their supervisor or manager.
- Conduct themselves responsibly at all times while on company business; remain alert for hazards; and refrain from any form of behaviour that creates risk to others.
- Understand and comply with emergency and fire procedures as briefed at site induction, and be able to take appropriate and effective action in the event of an incident.
- Familiarise themselves with the environment in which they are working, including all emergency routes, assembly points and first aid provisions, before commencing work.
- Use the personal protective equipment, clothing and safeguards provided; store PPE correctly and maintain it in good condition; and report any deficiency or damage in PPE to their supervisor without delay.
- Co-operate fully with management, colleagues, safety representatives and advisors in promoting safe working practices, and support the implementation of this policy.
- Maintain their work areas in a tidy, organised and hazard-free condition throughout the working day.
- Report all accidents, incidents, near-misses and observed hazards to their manager or supervisor immediately, and assist with any subsequent investigation.



**Edwin Courts**

Director, Eventful Management GmbH

Date: 15 January 2026

## Part 4 Incident Reporting, Investigation and Notification

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This part sets out the company's mandatory procedures for reporting, recording and investigating all accidents, incidents and near-misses arising from the company's activities, and for notifying the relevant statutory authorities where required. These procedures apply to all employees, freelancers and sub-contractors engaged by Eventful Management GmbH.

### 4.1 Definitions

- Accident: an unplanned, undesired event that results in injury or ill health to a person, or damage to property or equipment
- Incident: an unplanned, undesired event that does not result in injury or damage but had the potential to do so
- Near-miss: an event or situation that could have resulted in an accident, injury or ill health but did not — sometimes called a “dangerous occurrence”
- Notifiable accident (meldepflichtiger Unfall): an accident that must be reported to the Berufsgenossenschaft (VBG) under DGUV Vorschrift 1, including any accident resulting in more than three days of incapacity for work, and any fatal accident

### 4.2 Immediate Actions at the Scene

In the event of any accident or incident, the following immediate steps must be taken by the first person on scene or in charge of the area:

- Ensure the safety of all persons in the immediate area; if necessary, stop work and clear the area
- Summon first aid — the designated first-aider for the event or premises must be called immediately
- Call the emergency services if there is any risk to life: Germany 112 (ambulance/fire), 110 (police)
- Preserve the scene: where it is safe and practicable to do so, do not disturb the scene of a serious accident until it has been inspected by management and, if required, by the relevant authority
- Notify the on-site representative or operations manager immediately, and ensure that the director is informed without delay

### 4.3 Internal Reporting

All accidents, incidents and near-misses — however minor — must be reported and recorded. The following reporting chain applies:

- The person involved in or witnessing the accident or incident must report it to their immediate supervisor or the on-site representative without delay, and in any event before leaving site
- The on-site representative or operations manager must complete the company accident/incident report form and submit it to a director within 24 hours of the event
- The report must record: date, time and location; names of persons involved and witnesses; a description of the event; any injury or damage sustained; immediate action taken; and any equipment or substances involved
- Directors must review all reports and ensure that corrective actions are identified, assigned and completed without delay
- All accident and incident reports are retained by the company for a minimum of five years and are reviewed as part of the annual health and safety management review

#### 4.4 Statutory Notification — Berufsgenossenschaft (VBG)

Under DGUV Vorschrift 1 §24 (Grundsätze der Prävention), the company is required to notify the Verwaltungs-Berufsgenossenschaft (VBG) of the following:

- Any accident in which an insured person (employee or worker) is incapacitated for more than three calendar days beyond the day of the accident (Arbeitsunfall mit mehr als 3 Tagen Arbeitsunfähigkeit) — notification must be submitted within three days of the accident
- Any fatal accident — notification must be made immediately, before the scene is disturbed where practicable
- Any new case of an occupational disease (Berufskrankheit) where there is reasonable suspicion of a work-related cause

Notification is made to VBG using the online reporting system (Unfallanzeige) at [www.vbg.de](http://www.vbg.de) or by post. The director is responsible for ensuring all statutory notifications are made accurately and within the required timeframe. Copies of all BG notifications are retained in the company's records.

#### Contact details for VBG:

- VBG, Gustav-Heinemann-Ufer 130, 50968 Köln, Germany
- Telephone: +49 (0)40 5146-0
- Website: [www.vbg.de](http://www.vbg.de)
- Online incident reporting: [www.vbg.de](http://www.vbg.de) → Unternehmen → Unfallanzeige

#### 4.5 Statutory Notification for Events Outside the Permanent Workplace

Where a notifiable accident or serious incident occurs at a client's venue or an event location rather than at the company's own premises, the following additional steps apply:

- The venue operator and the client's responsible representative must be informed immediately
- The accident must still be notified to VBG as described in Section 4.4, using the company's own VBG membership number
- Where the venue is in a country other than Germany, the relevant national accident reporting authority of that country must also be notified in accordance with local legislation. Directors are responsible for establishing the correct reporting requirements before work commences in each country
- UK events: reportable accidents must be notified to the Health and Safety Executive (HSE) under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) at [www.hse.gov.uk/riddor](http://www.hse.gov.uk/riddor)

#### 4.6 Incident Investigation

All reportable accidents and any significant near-miss must be formally investigated to identify root causes and prevent recurrence. The investigation must:

- Be conducted by the operations manager for the area concerned, with director oversight
- Commence as soon as practicable after the event, while information is fresh and the scene is undisturbed
- Identify the immediate causes of the event (what happened), the underlying causes (why it happened) and any systemic failures in risk assessment, method statements, supervision or equipment maintenance
- Result in a written investigation report specifying corrective and preventive actions, with named owners and completion dates
- Be reviewed by the directors within 14 days of completion; findings and actions are recorded and tracked until closure
- Where an investigation reveals a systemic risk not previously identified, the relevant risk assessment and method statements must be updated immediately

#### 4.7 Records

The company maintains the following records in relation to accidents, incidents and near-misses, retained for a minimum of five years (or longer where required by the BG):

- Completed accident/incident report forms
- Investigation reports and corrective action logs
- VBG notification submissions and acknowledgements
- First aid treatment records
- Copies of any regulatory inspection or enforcement notices

**Accident and incident statistics are reviewed by the directors at least annually as part of the health and safety management review, and are used to set improvement targets for the following year. This Part 4 is reviewed and updated at least annually alongside the remainder of this policy.**



**Edwin Courts**

Director, Eventful Management GmbH

Date: 15 January 2026