

Safety and Security Policy

INTRODUCTION

At E-DATA, the safety and security of our employees, contractors, visitors, and the protection of research data and assets are of paramount importance. This Safety and Security Policy outlines our commitment to providing a safe and secure work environment and conducting research activities with the utmost consideration for the well-being of all involved.

SAFETY AND HEALTH

- **Safety Leadership:** We promote a culture of safety leadership at all levels of our organization. Every team member, from management to employees, is responsible for the safety of themselves and those around them.
- **Risk Assessment:** We conduct regular risk assessments for all research activities, identifying potential hazards and implementing measures to minimize risks.
- **Training and Education:** We provide comprehensive safety and health training to ensure that employees are equipped with the knowledge and skills to work safely and prevent accidents.
- **Emergency Preparedness:** We have established emergency response procedures to handle accidents, incidents, or unforeseen events, with the goal of minimizing harm and property damage.

SECURITY MEASURES

- **Physical Security:** We implement measures to secure our facilities, equipment, and data, including access control, surveillance, and alarms.
- **Data Security:** We maintain the confidentiality, integrity, and availability of research data through encryption, access control, and regular data backups.
- **Cybersecurity:** We have measures in place to protect against cyber threats, including malware, phishing, and unauthorized access to sensitive information.
- **Intellectual Property Protection:** We safeguard our intellectual property and proprietary information to protect the competitive advantage of the organization.

SAFETY INSPECTIONS AND REPORTING

- **Safety Inspections:** We conduct regular safety inspections and audits to identify and correct potential hazards, ensuring a safe working environment.
- **Reporting:** We have a clear and confidential procedure for reporting accidents, incidents, near-misses, security breaches, or safety concerns. All reports are taken seriously and investigated promptly.

RESPONSIBILITY

- All employees, contractors, and visitors are responsible for understanding and adhering to this policy, as well as actively contributing to a culture of safety and security.
- E-DATA will designate a Safety and Security focal point responsible for implementing, monitoring, and ensuring compliance with this policy.



REVIEW AND CONTINUOUS IMPROVEMENT

We periodically review and update this policy to ensure its ongoing relevance and effectiveness, adjusting as necessary to meet changing circumstances and requirements.

CONCLUSION

This Safety and Security Policy reflects our commitment to ensuring a safe and secure working environment and conducting research activities with the highest regard for the well-being of all involved. It is the responsibility of every member of our organization to adhere to this policy and uphold the principles and procedures outlined herein.

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