

# Occupational Health and Safety Policy

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## Introduction

Banco Comercial Português, S.A. (or Millennium bcp) is committed to incorporating the Health and Safety of its Employees, Trainees, Service Providers, Customers and Visitors as a permanent concern in the management of its infrastructures and the spaces where it carries out its daily activity <sup>(i)</sup>.

Through a correct and constant risk assessment, we prevent the occurrence of work accidents and the emergence of occupational diseases that may result from the Bank's activity, ensuring a healthy and safe work environment.

Millennium bcp defined procedures to follow in case of danger or emergency able of providing an appropriate response through the assessment made of the risk and the subsequent adoption of measures to minimize it, protecting the interests of all those involved.

This commitment is predominantly materialized in the following lines of action:

<sup>(i)</sup> [Occupational Safety, Hygiene and Health Regulation of Banco Comercial Português](#)





## 1. Ensure that the Bank provides a healthy and safe space to work

Providing a healthy, safe, and sustainable work environment to Employees, Trainees, Service Providers and Visitors, which involves complying with current legislation, by observing legal regulations and complying with applicable regulations, procedures, and instructions, but also via initiatives and voluntary contributions of the organization towards its improvement.

Primarily, this commitment is a direct responsibility of the hierarchies, which are responsible for ensuring and looking after - in articulation with the competent internal organic units - the application of regulations, but also by all the Bank's Employees, Trainees and Service Providers in the general prevention of risks.

By enhancing the active involvement of the Bank's Employees, Trainees and Service Providers in the maintenance of work conditions in accordance with applicable regulations, no negative action will be taken against anyone revealing concerns on matters related with health and safety at work or reports an incident or an imminent incident, unless the reported situations result from something illegal, conscious and intentional or from a disrespect with malicious intent regarding a safety regulation or procedure, committed by that individual.

The security procedures will be kept up to date, in accordance with applicable legislation and existing risks, and will be available for consultation on Millennium bcp's internal website.



## **2. Reducing risks and preventing situations able of impacting the development of the activity**

The monitorisation and characterisation of the risks associated with the activity of Employees, Trainees, Service Providers and Visitors, contributes for a permanent update of safety procedures to apply, as well as for the identification of best practices and the implementation of technical solutions able of supporting an efficient strategy aimed at the prevention, elimination, or mitigation of risks.

Accordingly, Millennium bcp carries out, within the scope of the Health and Safety at Work, regular and frequent evaluations to the services and respective facilities, a practice that is an essential condition for the improvement and development of internal processes aimed at preventing the occurrence of work accidents and occupational diseases.

Accidents are analysed and relevant conclusions are drawn to prevent their recurrence, a fundamental condition for continuous improvement in the prevention of accidents at work and adverse health effects.

While selecting new technologies, new equipment, and material and in the design of workspaces, the Bank privileges a systematic approach of prevention of risks by adopting solutions able of ensuring a more healthy, safer, and sustainable work environment.

The detection and analysis by the Occupational Medical Services, within the scope of its functions, of pathologies in Employees resulting from working conditions, identifies and allows a proactive action on the causes, preventing new incidences.

### **3. Promoting the training and provision of information addressed to Employees, Trainees and Service Providers**

The communication, information and training flow on Health and Safety at Work issues should promote the following lines of action:

- provide awareness and alert, through training actions or internal communication actions, for the importance of ensuring that the work is carried out within the required parameters, complying with, or requiring the compliance with the safety instructions that enable to eliminate or minimise the risks, guaranteeing that the Bank's Employees, Trainees and Service Providers are duly informed and possess the necessary knowledge to safely execute their functions;
- organization of periodic drills allowing (i) to train and maintain regular awareness of the safety procedures to be adopted to face or avoid dangerous and emergency situations and (ii) to constitute themselves as efficient instruments for the ongoing improvement of processes and operations aimed at reducing the risks;
- foster the immediate reporting of any work situation that show a relevant potential danger for health or safety, as well as any malfunction in the protection systems;
- ensure that the Employees, Trainees and Service Providers, in case of an immediate and serious danger which cannot be avoided, have the right to protect themselves by moving away from their workstation or from a dangerous area;
- foster the disclosure of information aimed at promoting healthy life habits and promote healthy daily living habits and individual health care, in a communication flow supported by the platforms and services available at the Bank's facilities for this purpose;
- promote the balance between personal and professional life, as a contribution to a healthier experience with positive effects on physical, emotional, and social well-being;
- carry out regular surveys on the satisfaction with the several services provided, as a practice for the Bank to be able to become aware of the opinion of the internal community on the services' quality, serving also as an opportunity for the presentation of improvement suggestions.

## **Disclosure, reporting and monitoring**

The Occupational Health and Safety Policy is available on the BCP Group website at:

[Millenniumbcp/Institutional/Sustainability Main Corporate Policies and Principles](https://millenniumbcp.com/institutional/sustainability-main-corporate-policies-and-principles)

It is also available to the internal community on the corporate website.

The reporting on Millennium bcp's performance in terms of Health and Safety at Work is subject to regular follow-up and monitoring, and is reported in the Sustainability Report, prepared, verified, and published on an annual basis.

## **Scope**

This Policy is applied by Banco Comercial Português, S.A. in all its operations in Portugal.

## **Validity and review process of the Policy**

This Policy enters into force on its approval date onwards and is reviewed every 2 years by Banco Comercial Português, S.A., or whenever necessary, and the Human Resources Division, the Procurement and Logistics Division and the Sustainability Area are the internal bodies responsible for reviewing its content.

The responsibility for approving the Occupational Health and Safety Policy is assigned to the Executive Committee, after consulting its Sustainability Commission.

This document version was approved on 14th of May 2024.



**[www.millenniumbcp.pt](http://www.millenniumbcp.pt)**

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