



FIRE DRILL AND EMERGENCY EVACUATION POLICY

POLICY STATEMENT

U2 Fasteners is committed to protecting the health and safety of employees, visitors, and contractors by ensuring effective response procedures in the event of a fire or other emergency requiring evacuation.

This policy supports the U2 Fasteners Health and Safety Policy and complies with applicable fire and safety legislation.

SCOPE

This policy applies to all employees, contractors, and visitors at all U2 Fasteners premises.

RESPONSIBILITIES

Employer:

- Establish and maintain emergency evacuation procedures;
- Ensure fire safety equipment is maintained;
- Conduct fire drills as required or deemed appropriate.

Supervisors:

- Ensure employees are familiar with evacuation routes and assembly points;
- Assist with orderly evacuation during emergencies.

Employees:

- Familiarize themselves with evacuation routes and alarm signals;
- Participate in fire drills;
- Immediately evacuate when an alarm sounds, unless directed otherwise by emergency personnel.

EVACUATION PROCEDURES

- Upon activation of the fire alarm, all persons must immediately stop work and evacuate the building using the nearest safe exit.
- Employees must proceed to the designated assembly point and remain there until cleared to return.
- Supervisors will account for employees where practicable.

FIRE DRILLS

Fire drills may be conducted periodically to ensure preparedness. Employees are required to participate fully in all drills.



ENFORCEMENT

Failure to comply with this policy may result in disciplinary action, up to and including termination of employment, in accordance with applicable law.

REVIEW

This policy will be reviewed periodically and updated as required.

Approved by: Swen Ruhmann, CEO

Effective Date: January 14, 2026

Last Reviewed / Revised: January 14, 2026