



Issues By:	Human Resources	Policy No.:	
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Policy Owner:	Suzanne Alexander	Supersedes:	
Policy Approver:	Holly Paul	Issue Date:	January 1, 2019
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### **Purpose of Policy**

FTI Consulting, Inc. is committed to providing a safe, healthy and efficient work environment. We are committed to the prevention of injury and ill health at all our offices and facilities for our employees, contractors and visitors. FTI Consulting undertakes several occupational health and safety measures to guarantee the continual improvement of our occupational health and safety management system and encourage the development of a positive health and safety culture by engaging our stakeholders effectively. Employees and other persons visiting or working in all FTI Consulting facilities are expected to follow all company safety instructions, processes and procedures. They are also responsible for taking reasonable care of their own health and safety, as well as the health and safety of others with whom they may come into contact in our offices. The firm maintains the same expectations outlined in this Policy for our vendors and suppliers.

### **Policy**

Employees at all levels are expected to perform all work duties in a safe manner and maintain a work environment that is conducive to maintaining the health and safety of themselves and others. All employees are, therefore, subject to several health and safety obligations, including:

- Compliance with safe work practices, with the intent of avoiding injury to themselves and others;
- Cooperation with the Company on matters involving health and safety;
- Correctly using work items provided by the Company, in accordance with any training and instruction;
- Not interfering with or misusing anything provided for your health, safety or welfare; and
- Reporting all health and safety concerns to an appropriate person.

The Company takes its own obligations in this area very seriously. We make every effort to ensure our operations are free from significant risk to the health and safety of our staff, contractors, visitors, suppliers, the general public and the environment. The Company is compliant with all applicable laws and/or regulations and is committed to the continual improvement of our policies and procedures by monitoring and evaluating our efforts on an ongoing basis.

The Company is committed to:

- Ensuring the workplace is safe and without health risks;
- Ensuring that equipment is safe and that safe systems of work are set and followed;
- Ensuring articles and substances are moved, stored and used safely;
- Providing adequate welfare facilities;

### **Health and Safety**



- Complying with the applicable health and safety laws and regulations in each country we operate in, whereas if no standard was set by the country, we seek to apply our own internal standard as far as is reasonably practicable;
- Providing information, instruction, training and supervision that is reasonably necessary to ensure that each employee is safe from injury and risks to health; and
- Providing information concerning potential hazards in or around our facilities.

Our Occupational Safety and Health management system is based on the concept of continuous improvement. We constantly seek to improve our performance by designing and adapting processes, work practices and systems in the direction of greater safety.

## **Emergency Evacuation Plans and Re-Entry**

In any emergency, employees should follow alarms or other alerts to evacuate the building or area near the premises. Employees should always follow the basic evacuation procedures and remember that personal safety is paramount and takes precedence. Employees should do the following:

- Check the work area for anything needing to be secured, and store it quickly;
- Secure locks on all secured containers and cabinets; and
- Leave the work area, and report to the designated assembly area.

If you have any questions or concerns about possible health and safety hazards, laws or policies governing the workplace at any facility, please bring them to the attention of Facilities Management, your Office Manager, your SMD/Practice or Functional Lead or Human Resources as a matter of urgency.

# **Duty of Care**

Our business does not involve supply chain or production work streams, and this minimizes the likelihood that our employees will suffer serious injuries or death in the course of their work. As a result, it is not necessary for us to maintain some of the more detailed safety procedures that one might find at, for example, a manufacturing company. Safety is nevertheless very important to us and we do maintain safety policies and controls consistent with the risks posed to our employees. In particular, to meet the diverse needs of our global clientele, our people often engage in business travel. The safety of our employees while on travel is our priority.

In 2016, FTI Consulting enhanced its duty of care program by contracting with WorldAware® International, Inc. to better protect our employees' safety and wellbeing while on business travel. WorldAware® provides security and healthcare information and assistance via phone, email, mobile app and desktop access before employees embark on a business trip and while they are traveling. WorldAware's® tools and services also help FTI Consulting more efficiently locate and communicate with employees in the wake of a security event. By downloading the Worldcue app, our employees have access to immediate help using their "crisis" button. Once the "crisis" button is engaged, WorldAware® contacts the employee and apprises FTI Consulting of the situation.

FTI Consulting employees also have the ability to request a deep dive analysis on prospective work locations through WorldAware® to ensure the location they are traveling to for business reasons is stable and safe. Employees can also research locations before committing to new projects at any time in the Worldcue system.