

Global Health and Safety Policy



This statement outlines Manulife's commitment to health and safety in the workplace.

Manulife is committed to providing a safe and healthy workplace. Health and safety standards and procedures are compliant with local standards for responding to hazards, injuries, or illnesses in the workplace, conducting workplace inspections, collaborating with key stakeholders, and providing training as required. Consultations with manager and worker representatives take place on a regular basis as required by local requirements.

Manulife's local standards are in compliance with all applicable legal requirements and incorporate best practices.

We are all responsible for complying with Manulife local health and safety standards, which are located in the AskHR knowledge database.

Manulife prohibits retaliation against employees who report health and safety concerns or work-related injuries or illnesses or who participate in health and safety-related investigations.

Roles and Responsibilities

- Manulife will continue to take every reasonable precaution for the protection of employees in the workplace. This commitment includes prioritizing and implementing action plans to address risks, providing information, equipment, training, and appropriate health and safety oversight.
- Senior management is responsible for enforcement of this Policy, and leaders are accountable for the safety of employees under their supervision. This includes ensuring that equipment is safe and that employees work in compliance with established safe work practices and procedures.
- Employees must take responsibility for personal protection by adhering to Manulife operating procedures pertaining to health and safety. Contractors, sub-contractors, and their workers are expected to meet their local health and safety program requirements.

Human Resources

- Overall accountability for the Global Health and Safety Policy.
- Oversight of the process for employees to request accommodations and the implementation of the accommodations.
- Ensure appropriate health and safety governance in all local jurisdictions.
- Oversight of health and safety inspections to help identify risks and hazards in the workplace.
- Responsible for coordination with local government agencies on health and safety matters including coordination with local government agencies with respect to workplace injuries, as legislatively required.
- Reporting mechanism to evaluate progress in identifying and mitigating health and safety risks.

Global Corporate Real Estate/Security/Office Services

- Perform risk and hazard assessments/inspections to identify risks for harm in the workplace.
- Implement health and safety local legislative and regulatory requirements pertaining to physical workspaces.
- Implement all required and approved employee accessibility and accommodation requirements respective to physical workspaces.
- Action plans to prepare and respond to emergency situations.
- Manage on-site contractors responsible for work to our physical workspaces on behalf of Real Estate to ensure compliance with all applicable health and safety laws, regulations, codes, and governmental requirements.
- Work in collaboration with Human Resources to provide safe workspaces.

Compliance

All Manulife employees are required to comply with this Policy and its related Standards. Methods for monitoring compliance are described in the relevant Standards. The Policy must be reviewed and approved by the Global Head of Employee Relations at least once every year.

Questions Related to the Policy

If you have a question in relation to the Global Health and Safety Policy, please create an AskHR case.