  
**KENTARO MUGERWA & CO.**  
Advocates Solicitors and Consultants

**SAFETY AND HEALTH POLICY.**

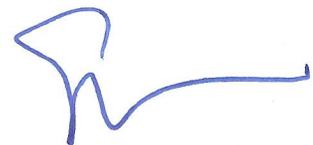
**Kentaro Mugerwa & Co. Advocates.**

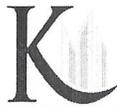
**Apt 3 Block A Plot 1A1-7A1**

**P.O. Box 1176,**

**Robert Mugabe Road**

**Mbuya-Kampala.**





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## **1. INTRODUCTION.**

Kentaro Mugerwa & Co. Advocates is committed to providing and maintaining a safe, healthy, and supportive working environment for all employees, partners, clients, contractors and visitors. We recognize that the wellbeing of our people is fundamental to our success, and we shall take all reasonable steps to prevent workplace injuries, illnesses, and hazards. We fully comply with all applicable occupational safety and health laws, regulations, and recognized best practices.

## **2. PURPOSE AND OBJECTIVES.**

The objectives of this policy are to:

- Promote and maintain the highest standards of a safe and healthy work place.
- Prevent accidents, injuries, and work-related ill health.
- Identify, assess, and manage workplace hazards effectively.
- Foster a positive, safe culture that prioritizes awareness and accountability.
- Ensure continual improvement in our health and safety management systems.

## **3. SCOPE.**

This policy applies to all employees, partners, interns, clerks, contractors, suppliers, and visitors across all offices and work environments operated by the Firm.

## **4. LEGAL AND REGULATORY COMPLIANCE.**

Kentaro Mugerwa & Co. Advocates shall comply with all applicable national and local occupational safety and health legislation, fire safety codes, building regulations, and any other relevant statutory obligations including the Occupational Safety and Health Act Cap 231, Workers Compensation Act cap 233 and Employment Act Cap 226. Where legal requirements are not explicit, the Firm shall adopt recognized best practices to safeguard health and safety.

## **5. ROLES AND RESPONSIBILITIES.**

### **a) Management.**

- Provide leadership and resources to implement this policy.
- Ensure that risk assessments are conducted and updated regularly.
- Promote a culture of safety, health, and wellbeing.

- Investigate incidents and take corrective actions where required.

**b) Employees and Partners.**

- Take reasonable care for their own health and safety and that of others.
- Follow all health and safety procedures and report any hazards or incidents immediately.
- Participate in training and awareness programs.
- Monitor implementation of safety procedures.
- Conduct regular inspections and report findings to management.
- Facilitate employee feedback on health and safety issues.

**6. RISK ASSESSMENT AND HAZARD CONTROL.**

The Firm shall identify and assess workplace hazards like fire risks, electrical safety, ergonomic risks and implement control measures to reduce or eliminate them. All employees must cooperate in maintaining safe practices and promptly report any unsafe conditions.

**7. EMERGENCY PREPAREDNESS AND RESPONSE.**

The Firm shall maintain clear emergency procedures, including evacuation routes, fire safety measures, and first-aid arrangements. Periodic fire drills and emergency response training shall be conducted to ensure readiness. Designated emergency wardens shall assist in implementing these procedures.

**8. ACCIDENT AND INCIDENT REPORTING.**

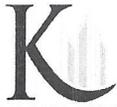
All accidents, near-misses, and unsafe conditions must be reported immediately to management. The Firm shall investigate all reported incidents to determine causes, prevent recurrence, and maintain a safe work environment. A no-blame culture shall be promoted to encourage open reporting.

**9. TRAINING AND AWARENESS.**

The Firm shall provide employees with appropriate health and safety training, including:

- Induction training for new employees.





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- Refresher courses as needed.
- Specialized training for those with particular safety responsibilities.

Employees are encouraged to actively participate in maintaining and improving safety standards.

#### **10. HEALTH AND WELLBEING.**

The Firm is committed to supporting both physical and mental health. We promote work–life balance, stress management, and access to wellness initiatives. Employees experiencing health or related wellbeing challenges shall be treated with respect, confidentiality, and appropriate support.

#### **11. CONSULTATION AND COMMUNICATION.**

The Firm values open communication on all matters relating to safety and health. Employees are encouraged to share concerns or suggestions with their supervisors or the Health and Safety Representative. Regular meetings or communications shall be used to share safety information and updates.

#### **12. MONITORING AND CONTINUOUS IMPROVEMENT.**

Health and safety performance shall be monitored through regular audits, inspections, and reviews. Findings shall be analyzed, and corrective actions implemented to ensure continual improvement. The policy and associated procedures shall be reviewed at least annually, or whenever significant changes occur.

#### **13. ACCOUNTABILITY AND DISCIPLINARY ACTION.**

Compliance with this policy is mandatory. Failure to follow safety rules, deliberate misconduct, or negligence may result in disciplinary action, up to and including termination of employment, depending on the severity of the breach.



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#### **14. APPROVAL AND REVIEW.**

This Safety and Health Policy is approved and endorsed by the Firm's senior management. It shall be reviewed annually or as required to ensure ongoing relevance and compliance.

**Contact (s) for General and Managerial enquiries:**

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