

A. POLICY STATEMENT

This policy is designed to maintain a safe work environment and to ensure employee and customer safety as we manage our daily operations. The Facilities and Human Resources Departments are responsible for maintaining the Safety and Health Program for Pacific Premier Bank (the “Bank”). Keeping our workplace safe requires the commitment of managers, supervisors, and employees to carry out the policy. This policy extends to all Bank facilities, operations and employees.

B. EMPLOYEE COMPLIANCE

All employees are required to comply with this policy and the Bank’s Safety & Health Program, which includes additional standards and requirements to help achieve the objectives of the Health and Safety Policy. This includes employees at every level and in all positions within the Bank. Violations of safety standards or conduct that show either a disregard for safety concerns or negligent or reckless conduct may result in disciplinary action up to and including termination.

C. TRAINING

The Bank’s Health and Safety Policy will include employee training, posting safety notices and safety tips, and providing periodic written communications to employees regarding safety matters as the need occurs. Training will be provided as follows:

- To all new employees (new hire orientation);
- Whenever new substances, processes, procedures or equipment are introduced to the workplace and represent a new hazard;
- Whenever the Bank is made aware of a new or previously unrecognized hazard; and,
- For supervisors to familiarize themselves with the safety and health hazards to which employees under their immediate direction and control may be exposed.

D. INCIDENT MANAGEMENT AND EMERGENCY RESPONSE

The Bank maintains detailed response plans guiding action and decision making in emergencies. Staff and leaders across all business units and facilities are trained on and familiar with how to respond in the event of a safety incident or larger emergency.

E. INSPECTIONS

The Facilities Department will conduct periodic inspections to identify and evaluate unsafe conditions and work hazards, including unsafe conditions and work practices. Inspections may be scheduled at various times, but no less than annually. Additional inspections may occur when new substances, processes, procedures, or equipment that represent a new occupational safety and health hazard are introduced to the workplace, and when the Bank becomes aware of a new or previously unrecognized hazard.