



Health & Safety At Work Act 1974

General Policy Statement

1 Introduction

The following statement of general policy on health and safety at work and of the organisation and arrangements for carrying out that policy is made under S.2 (3) of the above Act and is to be brought to the attention of all employees. It is important to recognise that to be effective a policy on health and safety requires the co-operation of everyone involved in the company's organisation constant vigilance is necessary to see that safety awareness is maintained.

2. The Company's Responsibility

The company recognises and accepts its responsibility for establishing and maintaining as safe and healthy a working environment as possible for its employees.

In addition the company recognises the requirements to conduct its undertaking in such a way as to ensure so far as is reasonably practicable that persons who are not employed by the company, but who may be affected by their operations, are not expected to take risks in relation to their health and safety.

3. The Responsibility Of Employees

The establishment and maintenance of a good health and safety record depends not only on the company creating a safe environment but also on each employee following safe methods of work. Employees should therefore:

- a. Report any potential hazards immediately
- b. Observe safety rules and procedures
- c. Use with all reasonable care any machinery, equipment, safety equipment and protective clothing provided by the company and keep any such items in good repair and condition.

4. The Company's Policy

As part of the method of fulfilling its responsibilities the company will:

- a. Allocate sufficient resources to provide and maintain conditions and places of work that are so far as is reasonably practicable, safe and healthy.

- b. Ensure that adequate instruction is given to all employees in the use of machinery or equipment provided by the company.
- c. Provide where necessary approved protective equipment and clothing and ensure that its proper use is understood.
- d. Take reasonable steps to inform employees about materials; equipment or processes used in their work which are known to be potentially hazardous to health or safety.
- e. Keep methods of work under review so that they can, if necessary, be revised in the light of experience and up to date knowledge.
- f. Provide appropriate facilities for first aid and prompt treatment of injuries and illness at work.

5. Putting The Policy Into Practice

- a. Responsibility for ensuring the implementation of the company's policy for health and safety at work rests with the Directors. It is their responsibility to issue clear and explicit working instructions, compliance with which will ensure a safe working procedure and to require the effective use of approved equipment.
- b. Any matter effecting health and safety may be raised with the Directors for decision.

6. Revision of General Policy Statement

This policy statement will be displayed for the benefit of all employees at an appropriate place on company premises and any subsequent amendments will be notified to them in a similar manner.

Chris Fairbrass
Managing Director

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