

# Health and Safety Policy Statement

Health and Safety at Work etc Act 1974

This is the Health and Safety Policy Statement of

S. I. ENVIRONMENTAL LIMITED

(name of company)

## ***Our statement of general policy is:***

- to provide adequate control of the health and safety risks arising from our work activities;
- to consult with our employees on matters affecting their health and safety;
- to provide and maintain safe plant and equipment;
- to ensure safe handling and use of substances;
- to provide information, instruction and supervision for employees;
- to ensure all employees are competent to do their tasks, and to give them adequate training;
- to prevent accidents and cases of work-related ill health;
- to maintain safe and healthy working conditions; and
- to review and revise this policy as necessary at regular intervals.

Signed:



Date:

31.01.18

Review Date:

31.01.2019

# Responsibilities

**1** Overall and final responsibility for health and safety is that of

Carl Renshaw

**2** Day-to-day responsibility for ensuring this policy is put into practice is delegated to

Carl Renshaw

**3** To ensure health and safety standards are maintained/ improved, the following people have responsibility in the following areas

<i>Name</i>	<i>Responsibility</i>
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Carl Renshaw – All H&S	
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**4** All employees have to:

- co-operate with supervisors and managers on health and safety matters;
- not interfere with anything provided to safeguard their health and safety;
- take reasonable care of their own health and safety; and
- report all health and safety concerns to an appropriate person (as detailed in this policy statement).

## Health & Safety risks arising from our work activities

- Risk assessments will be undertaken by

Carl Renshaw

- The findings of the risk assessments will be reported to

All Staff

- Action required to remove/control risks will be approved by

Carl Renshaw

- Carl Renshaw

will be responsible for ensuring the action required is implemented.

- Carl Renshaw

will check that the implemented actions have removed/reduced the risks.

- Assessments will be reviewed every

12 Months

or when the work activity changes, whichever is soonest.

## Consultation with employees

- Employee representative(s) are

Antony J Smedley

Neil J Fenwick

- Consultation with employees is provided by

Carl Renshaw

## Safe plant and equipment

▪

Carl Renshaw

will be responsible for identifying all equipment/plant needing maintenance.

▪

Carl Renshaw

will be responsible for ensuring effective maintenance procedures are drawn up.

▪

Carl Renshaw

will be responsible for ensuring that all identified maintenance is implemented.

▪ Any problems found with plant/equipment should be reported to

▪

Carl Renshaw

will check that new plant and equipment meets health and safety standards before it is purchased.

## Safe handling and use of substances

- Carl Renshaw

will be responsible for identifying all substances which need a COSHH assessment.

- Carl Renshaw

will be responsible for undertaking COSHH assessments.

- Carl Renshaw

will be responsible for ensuring that all actions identified in the assessments are implemented.

- Carl Renshaw

will be responsible for ensuring that all that all relevant employees are informed about the COSHH assessments.

- Carl Renshaw

will check that new substances can be used safely before they are purchased.

- Assessments will be reviewed every

2 years

or when the work activity changes, whichever is soonest.

## ***Information, instruction and supervision***

- The Health and Safety Law poster is displayed at

The Office

- Health and Safety advice is available from

Carl Renshaw

- Supervision of young workers/trainees will be arranged/undertaken/monitored by

- Carl Renshaw

is responsible for ensuring that our employees working at locations under the control of other employers, are given relevant health and safety information.

## Competency for tasks and training

- Induction training will be provided for all employees by

Carl Renshaw

- Job specific training will be provided by

Carl Renshaw

- Specific jobs requiring special training are...

Workplace Noise Assessments

Airborne Dust & Fume Exposure  
Monitoring Assessments

COSHH – Thorough Examination &  
Testing of Local Exhaust Ventilation

- Training records are kept at/by

Carl Renshaw

- Training will be identified, arranged and monitored by

Carl Renshaw



# Accidents, first aid and work-related ill health

- Health surveillance is required for employees doing the following jobs

None

- Health surveillance will be arranged by

- Health surveillance records will be kept by/at

- The first aid box(es) is/are kept at

The Office

- The appointed person(s)/first aider(s) is/are

Carl Renshaw & Tony Smedley

- All accidents and cases of work-related ill health are to be recorded in the accident book. The book is kept by/at

The Office

- Carl Renshaw

is responsible for reporting accidents, diseases and dangerous occurrences to the enforcing authority.

# Monitoring

- To check our working conditions, and ensure our safe working practices are being followed, we will

- 

is responsible for investigating accidents.

- 

is responsible for investigating work-related causes of sickness absences.

- 

is responsible for acting on investigation findings to prevent a recurrence.

## ***Emergency procedures – fire and evacuation***

- 

is responsible for ensuring the fire risk assessment is undertaken and implemented.

- Escape routes are checked by/every

- Fire extinguishers are maintained and checked by/every

- Alarms are tested by/every

- Emergency evacuation will be tested every