



HEALTH AND SAFETY POLICY STATEMENT

GENERAL

This Company is committed to ensuring the health, safety, welfare and wellbeing of its employees, so far as is reasonably practicable. We also fully accept our responsibility for other persons whose health and safety may be affected by our activities. We will take steps to ensure our statutory duties are met at all times to include the provision of adequate resources to protect both our employees and others who may be affected by our work activities.

Every new employee will be given Health and Safety guidance when they join the Company and each employee will be given refresher information, instruction and training as is necessary to enable the safe performance of work activities.

Adequate facilities and arrangements will be maintained to enable employees to raise issues of Health and Safety.

Competent people will be appointed to assist us in meeting our statutory duties including, where appropriate, specialists from outside the Company. Each individual has a legal obligation to take reasonable care for his or her own health and safety and for the safety of others who may be affected by his or hers acts or omissions.

The successful implementation of this Policy requires total commitment and co-operation from all levels of management and employees within our company.

RESPONSIBILITY

Management will:

- ◆ Actively seek the cooperation and suggestions for improvements from all employees in relation to our Health and Safety Policy;
- ◆ Provide adequate information, instruction and training to ensure so far as is reasonably practicable the health and safety at work of employees;
- ◆ Provide and maintain a safe and healthy working environment, with statutory obligations as a minimum requirement;
- ◆ Maintain the workplace in a safe and risk-free condition and provide a safe means of access to and egress from the workplace;
- ◆ Have arrangements for ensuring the safe use, handling, storage and transport of articles and substances;
- ◆ Provide and maintain plant, equipment and systems of works that are safe and without risks to health.



Employees will:

- ◆ Conform to rules, procedures and training regarding safe working;
- ◆ Use the correct methods of work and not improvise by using methods, tools or equipment which entails unnecessary risks;

- ◆ When there is a legal requirement to, or where the nature of the work requires it, wear the protective clothing and equipment specified;

- ◆ Report unsafe plant, tools and equipment and unsafe practices or methods of work;
- ◆ Report any potential Health and Safety hazard including infections or other diseases, accidents, injuries or concerns associated with the workplace;

- ◆ Assist in the maintenance of good housekeeping standards;
- ◆ Cooperate with us to enable all statutory duties to be complied with;
- ◆ Assist where necessary in the investigation of any accidents that occur.

Our Company arrangements for First Aid, Emergency Evacuation, Fire Safety and Accident Reporting are all displayed on our Company notice boards. These are also contained within our Company Health and Safety Manual.

The Company has a Policy of promoting continual improvement and setting of quality objectives in line with the framework laid down within the ISO 45001:2018 Standard. These objectives will address the risks and opportunities within the Company, as determined by senior management.

The Company hereby certifies that the scope of the IBMS and all associated documentation accurately describes the IBMS in use within the business such as to meet the requirements of ISO 45001:2018

The Directors of P A Collacott & Co endorse this Health & Safety Policy Statement and that responsibility rests with them to ensure that it is communicated, understood, implemented and maintained at all levels within the business and ultimately that it achieves its intended outcomes.

This will be on a minimum an annual basis.

Signed: 

Dated: 23.08.2023

Managing Director

For and on behalf of P A Collacott & Co

This Policy is reviewed annually.



DOCUMENT HISTORY

Version	Comments	Approved by	Date approved	Date of next review
01	1st issue of document			
02	Updated to headed paper	Tom Fisher	29.07.2021	29.07.2022
	Reviewed	Paul Fish	23.03.2022	23.03.2023
	Reviewed	Paul Fish	23.03.2023	06.03.2024