

Health and Safety Policy

INTRODUCTION

We have a legal requirement to produce, and revise as necessary, a Health and Safety Policy. Our Health and Safety Policy forms a significant part of our Health and Safety Management System (HSMS) including:

- Our commitment to managing Health and Safety
- Our policies
- Our procedures
- Responsibilities for Health and Safety
- Monitoring and reviewing activities to ensure the effectiveness of our HSMS.

Our '[Health and Safety Policy Statement](#)' is a broad statement of our commitment to the effective management of health and safety and is posted around our premises so that all staff are aware of our intentions.

We have documented our policies which identify, in individual topic areas, what we intend to do to control risks, manage health and safety issues, and comply with legal requirements.

They are supported with procedures to provide us with a means of managing the health and safety aspects of that particular topic. The procedures record how we will implement the associated policy and require further arrangements to be put into practice such as training, risk assessment, record keeping, monitoring etc.

Having identified what to do and how to do it, we then identify who is responsible for ensuring that our policy is implemented and that our Health and Safety Management System is working.

We record our Organisation structure to clearly identify reporting lines and areas of responsibility, supporting this with written responsibilities and rules for all staff and specific responsibilities for key members of staff.

Our monitoring activities are aimed at checking the implementation of our policies and procedures, and ensuring that they have sufficient scope to cover all areas of risk. They are complemented by our hazard spotting checklists that we complete according to the specified schedule.

The legal references that follow identify the full titles of legislation which, for ease of reading, are referred to in shorter form throughout our system.

The main Health and Safety legislation affecting our organisation is as follows:

Health and Safety at Work, etc. Act 1974
Corporate Manslaughter and Corporate Homicide Act 2007
Disability Discrimination Act 1995 as amended

Management of Health and Safety at Work Regulations 1999 as amended
Provision and Use of Work Equipment Regulations 1998
Manual Handling Operations Regulations 1992
Workplace (Health, Safety and Welfare) Regulations 1992
Work at Height Regulations 2005
Health and Safety (Display Screen Equipment) Regulations 1992 as amended
Personal Protective Equipment at Work Regulations 1992 as amended

Fire Safety Order 2005
Control of Asbestos Regulations 2006

Electricity at Work Regulations 1989
Health and Safety (Safety Signs and Signals) Regulations 1996
Health and Safety (First Aid) Regulations 1981
Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995
Control of Substances Hazardous to Health Regulations 2002 as amended

Employers' Liability (Compulsory Insurance) Act 1969
Employers' Liability (Compulsory Insurance) Regulations 1998

Health and Safety Information for Employees Regulations 1989
Health and Safety (Consultation with Employees) Regulations 1996
Working Time Regulations 1998 as amended

Smoke-free (Premises and Enforcement) Regulations 2006
Smoke-free (Signs) Regulations 2007
Smoke-free (Exemptions and Vehicles) Regulations 2007

Offices, Shops and Railway Premises Act 1963
Lifting Operations and Lifting Equipment Regulations 1998
Control of Noise at Work Regulations 2005
Construction (Design and Management) Regulations 2007
Confined Spaces Regulations 1997

NB For simplicity this legislation may be referred to in shorter form elsewhere in our documentation.