



The Company Health and Safety Policy

1.3 The Arrangements

There will be direct consultation with employees achieved through regular health and safety 'tool box' talks and feedback sessions, held at the respective sites, these will normally be delivered by the site engineer or foreman prior to starting the work and where possible the company Safety Advisor will also deliver toolbox talks and inductions. Employees will be encouraged to raise issues of concern about their workplace, environment and working practices, at these meetings.

Information on health and safety matters, and up-dated information, will be discussed with the staff. Employees will be able to in-put their observations and discuss and raise matters of concern with the management representative.

Construction training on work equipment, for employees, will be implemented through industry recognised outside agencies. Employees will receive training on site in the use and handling of work equipment, together with health and safety induction talks.

The company's sites will be inspected by the company Safety Advisor. The inspections will take the form of an audit, made on a regular / random basis, and a report will be provided and passed for any necessary action to company management. These visits will be unannounced.

Accident reporting will be initially made by the site foreman, to the company's office and the clients site representative. The report of the accident will be made to the company Safety Advisor, who will be required to visit the site to investigate and, if necessary, issue a "F2508 RIDDOR" report form to the Health and Safety Executive.

Photographic evidence and witness statements will be taken, and a formal report produced and submitted to the relevant persons / enforcement agencies. The client will also receive a copy where required / requested.

Risk assessments will be carried out by the company Safety Advisor and placed on file. They will be reviewed at least annually or in the event of a major change in operations. The findings of the risk assessments will be published for the company management for discussion and implementation. Employees will be advised either through the site foreman, in writing, through company memo's, or through health and safety 'tool box' talks, as necessary. All identified risks will be assessed as to whether they can be completely eliminated or at the very least, minimised as far as is reasonably practicable to ensure that minimum risks exist relating to the work that the company does. Where it is not possible to completely eliminate a risk, the company will employ safe methods of working to ensure that the risks are minimised after consultation with employees.

The company will provide, and advise on, the use of Personal Protective Equipment (PPE), for employees in the course of their works, through risk assessments and method statements.

COSHH information will be updated and supplied to site by the company Safety Advisor as required or when there is a need to use other hazardous substances not normally used. Each site is provided with relevant COSHH information at the start of each job, this information will be relevant to the identified works at the time of risk assessment.

Storage of fuels on site will be contained in a suitably constructed “bunded” fuel bowser, this will also include a suitable spill kit capable of containing the full capacity of spilt fuel, for example if the bowser is 100 litre capacity, then a spill kit capable of containing at least 100 litres of spilt fuel will be provided on site. Each bowser will also have a drip tray situated under the tap which will contain a suitable amount of absorbent material.

Welfare facilities on site will be provided by the company identified as principal contractor. All welfare facilities will be supplied with relevant cleaning aids to ensure that they are kept as clean as is reasonable. Portable toilets will be pumped out at regular intervals as per the manufacturer’s specifications / instructions, this will be carried out by the supplier of the toilets on a contract basis.

The company and all employees and sub-contractors will comply in full with the relevant legislation, such as HASAWA 1974, PUWER1998, LOLER1998, CDM2015, The Work at Height Regulations 2005.

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