



HEALTH AND SAFETY POLICY

The scope of the policy extends to all persons employed by this depot.

It is the policy of our depot to ensure the health and safety of employees at this depot and all other places of work and to promote awareness of health and safety among employees. We seek to provide and maintain safe and healthy working conditions, equipment and systems of work for all staff, visitors and others who work in the premises and to provide such information, training and supervision needed for this purpose.

It is the responsibility of all management to implement the health and safety policy effectively. However, the success of this policy largely rests with all staff at all levels, which have both a moral and legal responsibility to ensure that nothing is done to endanger themselves or others whilst at work. In addition, staff should co-operate with their managers and comply with regulations and procedures for safe and healthy working by being vigilant, having awareness of the Health and Safety Policies and Procedures, and feeding back to line managers any concerns they may have regarding health and safety of their environment.

We will take all reasonably practicable steps to provide the necessary resources to ensure that:

- Risk assessments are carried out and reviewed when necessary
- A safe and healthy working environment is provided and maintained
- Adequate health and welfare facilities are maintained
- Employees are provided with sufficient information, instruction, training and supervision to enable them to work safely and without endangering other people and to contribute to the reduction of risks in all premises of the depot
- Safe systems of working are developed and implemented
- Means of access to and exit from the place of work are maintained in a safe condition
- Safe plant and equipment are provided and maintained
- Safe arrangements are implemented for the use, handling, storage and transport of articles and substances
- Safety performance is monitored to maintain standards
- Accidents and near miss statistics will be reviewed to prevent recurrence

Duties of employees are:

- To exercise reasonable care for the health and safety of themselves and others that may be affected by their acts or omissions
- To co-operate with the company, as far as may be necessary, to enable the company to carry out its legal duties in health and safety matters
- Not to intentionally or recklessly interfere with rules provided in the interests of health and safety and welfare of the company.

Finally, we will ensure that this policy is kept up to date so that it meets the requirements of Health and Safety legislation and it is reviewed on a regular basis, particularly if the business changes in nature and size.

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Position: Director
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