

**COMPANY
LOGO**

Health and Safety Policy and Arrangements MONTH YEAR

ADDRESS

TELEPHONE NUMBER

Review Date: **MONTH YEAR**

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HEALTH AND SAFETY POLICY DOCUMENT OF:

COMPANY NAME

BRIEF DESCRIPTION OF BUSINESS

SECTION A

HEALTH AND SAFETY GENERAL POLICY

1. We believe that a major role of any organisation is the prevention of accidents and ill health. We do not wish any person, employee or otherwise, to suffer as a result of our activities. To this end we intend to comply with best practice in the fields of health and safety as well as all relevant legislation.
2. We intend to provide, as far as is reasonably practicable:
 - ♦ A safe system of work
 - ♦ Safe plant and equipment
 - ♦ Safe means of handling and transporting articles substances and people
 - ♦ Adequate instruction information supervision and training
 - ♦ A safe place of work with safe access and egress
 - ♦ A safe and healthy working environment
 - ♦ Adequate welfare facilities

SECTION B

GENERAL STATEMENT OF INTENT

1. It is **COMPANY NAME** policy to fulfill its obligations under the Health and Safety at Work Act 1974, provide and maintain, so far as is reasonably practicable, safe and healthy working conditions, premises, welfare facilities, equipment and systems of work for all our employees
2. We accept the responsibility for the above and will provide the information, instruction, training and supervision required to allow us to meet that aim.
3. We also accept our responsibility for the health and safety of other people who may be affected by our activities.
4. The allocation of duties for safety matters and the particular arrangements which we will take to implement the policy are set out below.
5. We will monitor the policy in the workplace to ensure compliance.
6. We will ensure that all employees are aware of and reminded of their health and safety responsibilities.
7. We will ensure all employees cooperate with managers and supervisors on health and safety issues.
8. We will ensure financial resources are provided for Health and safety issues.
9. We will review and update this policy as and when necessary, especially in respect of changes in legislation or changes within the company. Regardless the policy will be reviewed at least every 12 months.

Signed.....

Position.....

Dated.....