



Health & Safety Policy

As a company we maintain the highest levels of site safety and employ a team of Health & Safety advisors to ensure that every project is undertaken in an efficient and professional manner.

Part One: General statement of intent

The Directors of Sale Service & Maintenance Ltd (The Company) accepts its legal responsibilities under the Health and Safety at Work Act 1974 and all associated health and safety legislation. The company give their full commitment to undertake everything reasonably practicable to ensure the health and safety of its employees and all other persons affected by the company's activities.

The promotion of health and safety measures within the company is a mutual objective for all its employees.

The Company recognises that people are a vital resource, and priority will be given to all the management and reduction of all risks associated with its activities. The Company recognises that the support of employees, contractors and sub contractors is paramount in avoiding accidents, near misses and ill health.

All employees are reminded of their personal legal responsibilities and the requirement to do everything reasonably practicable to prevent injury to themselves and to others including members of the public.

Adequate financial, human and other resources will be made available at all times to ensure the effectiveness of this policy. Monitoring procedures will be established to effectively monitor all associated aspects health and safety performance and to ensure that the policy is effective, coordinated and is communicated to all employees and those who may be affected by it.

It is the policy of the Company as far as reasonably practicable to:

- Provide and maintain machinery and equipment that is safe and without risks to health.
- Implement and maintain safe systems of work throughout the company.
- Ensure the effective management of risks to health in connection with the use, handling, storage and transport of articles and substances.
- Provide information, instruction, training toolbox talks and supervision as necessary to ensure the safety of the company's employees.
- Maintain all places of work under the Company's control, including means of access and egress, in a condition that is safe and without risk to health at all times.
- Provide and maintain a safe working environment at all times without risk to health and safety, and welfare facilities.
- Identify and assess all risks, and complete all necessary actions to make all risks as low as reasonable practicable (ALARP).

- Establish, maintain and develop arrangements for effective consultation on health and safety matters.
- Comply with the statutory requirements as a minimum standard for health, safety and welfare of employees, contractors, sub contractors and members of the public
- Ensure that effective arrangements are in place to deal with any reasonable or foreseeable emergency, which can be controlled or mitigated by the Company.
- Ensure that the responsibilities of management are clearly defined and assigned at all levels within the company.
- Ensure that all contractors employed in connection with the Company's business are competent with respect to all necessary health and safety regulations and that there are periodic monitoring arrangements for all contract work.
- Ensure that all employees are aware of their health and safety responsibilities and their requirement to co-operate with managers in all matters which affect their health and safety and welfare at work.
- Consult workers in the planning and management of the health and safety management processes.

Planning

In order to achieve the above, a systematic health and safety management system will be implemented by:

Organisation

Elimination of risks in the workplace by the careful selection and design of facilities, equipment and processes in conjunction with effective control measures.

Control

Review of the Company organisation, including organisational changes to ensure that responsibilities to health and safety are clearly defined at all times to employees, contractors and sub contractors.

Monitoring

Ensuring that safety requirements are being managed, and implemented throughout the Company by Directors, Managers, Supervisors and Employees.

Health and safety inspections and audits will be regularly conducted throughout the company to monitor the standards being achieved. All risk assessments will be reviewed as necessary in order to achieve the highest possible standards for health and safety.

The company is committed to continually improve the suitability, adequacy and effectiveness of its occupational health and safety management system.

This Policy Statement will be revised as often as required, taking in to consideration Company reorganisation, management change, new work methods, identification of new risks and hazards. The Policy Statement will be brought to the attention of all employees.



Signed: Date: 02/01/2019

Director Responsible for Health and Safety