



SUBJECT:

HEALTH AND SAFETY AT WORK

COMPANY HEALTH AND SAFETY POLICY STATEMENT

**UK Electric Ltd
Votec House
Hambridge Lane
Newbury
Berks
RG14 5TN**

- 1.1 The Company Policy on health and safety at work and the organisation, responsibilities and arrangements for fulfilling that policy will be reviewed on an ongoing basis. Amendments may be required by organisational changes, legislative changes or on the basis of health and safety reports received. The policy will be reviewed and re-issued when necessary and, in any event, at least annually.
- 1.2 The requirements set out in SPI 816 and the Health and Safety Manual are to be considered the minimum and should be exceeded where the situation demands.
- 1.3 The promotion of acceptable standards of health and safety requires the continuing involvement and participation of all employees throughout the Company. All employees have the opportunity to put forward their ideas to improve those standards and are encouraged to do so.
- 1.4 Directors and managers will ensure, through good communication, instruction and personal example, that all employees understand the objectives of the Company Policy. The Company's clear corporate aim is continuous improvement in the standards of health and safety.
- 1.5 The Company regards the promotion of health, safety and welfare measures as a mutual objective of itself and all its employees. It is the Company's firm policy to do all that is reasonable to prevent personal injury and hazard to health by protecting all employees, visitors to Company premises and members of the public from foreseeable hazards resulting from contact with the Company, its activities or its products.
- 1.6 In particular, and so far as is reasonably practicable, the Company undertakes to:
 - 1.6.1 Provide and maintain safe and healthy working conditions, with appropriate welfare facilities and arrangements for its employees whilst at work.
 - 1.6.2 Meet all legal and legislative requirements.
 - 1.6.3 Provide safe vehicles, plant and equipment.
 - 1.6.4 Provide information, training, instruction and supervision for employees to enable them to perform their work safely and efficiently.



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- 1.6.5 Arrange for the safe use, handling, storage, disposal and transport of any articles and substances that are inherently or potentially dangerous.
- 1.6.6 Provide all necessary safety devices, protective clothing and equipment, and to supervise and control their use.
- 1.6.7 Maintain a constant and continuing interest in health and safety matters, especially when new or changed methods of work or equipment are proposed, and consult and involve employees in these matters.
- 1.7 Employees have a responsibility for their personal safety and for the well being of other persons whilst at work. In particular they must:
 - 1.7.1 Work safely.
 - 1.7.2 Use the safety devices and protective clothing provided.
 - 1.7.3 Comply with all statutory obligations and the Company's rules and procedures.
 - 1.7.4 Assist in the investigation of accidents, dangerous occurrences and incidents and in the identification and promotion of measures to prevent recurrence.
 - 1.7.5 Report to their immediate manager any unsafe plant and equipment, unsafe practices and methods of work, and any incidents that have led, or may lead, to injury or damage.
 - 1.7.6 Refrain from the wilful misuse of, or interference with, anything provided in the interests of health and safety.

----- (Chief Executive)

24/10/16

----- (Date)



electric limited

**STANDARD
PRACTICE
INSTRUCTION**

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DATE: **06/12/16**

PAGE: **42** OF **44**

SUBJECT:

HEALTH AND SAFETY AT WORK

PROFIT CENTRE HEALTH AND SAFETY POLICY STATEMENT

PROFIT CENTRE ADDRESS

H-SQUARED
CONIFER HOUSE
OLD BRIDGE WAY
SHEFFOLD
BEDS
SQ17 5H@

This local Policy Statement sets out the commitment of this Profit Centre to managing health and safety in complete accordance with the overall Company Health and Safety Policy. The full details of the Company Health and Safety Policy are incorporated into the Company Standard Practice Instruction (SPI) 816 on Health and Safety at Work.

The Company Health and Safety Policy has four parts.

Company Health and Safety Policy Statement - details the Company goals and objectives for health and safety and is signed by the Chief Executive.

Organisation - describes the Company structure on health and safety.

Responsibilities - assigns responsibilities at various levels of the Organisation.

Arrangements - identifies how we intend to comply with the standards and procedures set out in the Policy Statement.

The Company Health and Safety Policy Statement is displayed next to this document.

The Profit Centre Manager has the full Company Standard Practice Instruction SPI 816, Health and Safety at Work, and has brought this document to the notice of all employees, all of whom have continued access to it.

The Profit Centre Manager is responsible for the health and safety of all employees and visitors on these premises and for implementing and complying with the Company Health and Safety Policy.

The Company Health and Safety Policy will be reviewed regularly and any amendments advised to all employees.

By signing this Statement the Profit Centre Manager commits themselves and the Profit Centre to the safe management of health and safety in accordance with SPI 816.


----- (Profit Centre Manager)

8.2.17
----- (Date)