



Policy Title: **Health & Safety Policy**

Reference to the Company will refer to “Force One Limited”

The Companies policy statement on Health and Safety is issued in accordance with Section 2(3) of the Health and Safety at Work. Act 1974

The Companies policy is to give a high level of priority to the promotion both of its employee’s health and safety at work and to other who may be affected by their work providing the necessary resources to carry out its Health and Safety Policy effectively. The main elements of this Policy are as follows:

We will ensure that our employees are informed of, and comply with all statutory requirement regarding Health and Safety. To ensure that they carry out the companies and other accepted rules, procedures and Codes of Practice Appropriate to their responsibilities.

To require that every employee, while at work, follows the companies and other accepted rules, procedures and Codes of Practice, and takes all reasonable care of the Health and Safety of himself and other persons who may be affected by his acts or omissions, and to co-operates with management in the implementation of Health and Safe measures.

To provide effective training, supervision and advise in Health and Safety and to ensure, as far as is reasonable practicable, that adequate publicity, and information is given to all on Health and Safety matters.

Provide Develop and maintain a Safety management system as a framework to all, and as a guide for safe working practices.

To ensure that all work places are provided with a safe means of access and egress, and are designed and maintained so far as possible to be free from danger.

To ensure that all plant, tools, motor vehicles, processes and equipment are designed and constructed or selected with due consideration for the Health and Safety of the users and that the plant, tool, motor vehicles, processes, and equipment, are maintained in a proper state of efficiency and repair.

To ensure that “suitable and sufficient” protective clothing and equipment (PPE) appropriate for the task and work being undertaken is worn and used correctly at all times.

To provide so far as is reasonably practicable for the prompt first aid treatment of injuries and illnesses occurring, during the course of work All Accidents must be reported to the Companies main office, were they will be entered into the Accident Book, and entered onto the electronic incident report log.

Head Office will be informed of all accidents, incidents, near misses, & dangerous occurrences. Investigations will be undertaken as deemed necessary.

It is the responsibility of the Managing Director to review and implement the Safety Policy. This review will be carried out annually or as circumstances dictate.

It shall be the responsibility of all Company employees, to ensure that the Safety Policy, Safety Rules and Site Safety Instructions are complied with at all times. Whether this be at work sites or in company Offices.

It is our policy that regular and frequent safety checks will be carried out by our Managers, Supervisors & Agents.

Records of these inspections will be kept in duplicate, one copy, being sent to the Head Office, the other copy being retained by the person carrying out the inspection.

All motor vehicle incidents / accidents must be reported immediately to the Transport co-ordinator without fail. He / She will then inform the line manager, who will undertake any such investigation deemed necessary

Utilities damages regardless of whether found or caused must be reported immediately to the Companies main office. These calls will be logged and entered onto the Groups electronic incident reporting system. Once this has been completed the caller will then inform the Utility / Service provider of the damage so that repairs may be undertaken. The company insurers will deal with any claims arising.

The Managing Director is responsible for arranging training and authorisation, issuing and updating the Companies Safety rules, Training register, Site safety instructions, Safety Check Lists and any other necessary Safety procedures.

All Safety issues should be directed in the first instance to the Line Managers, who should seek advice & assistance from the Company Safety Advisor, if required.

When works are undertaken on behalf of a Main Client, which involves complying with and working to that Clients own Method statements and Risk assessments, Then such Method statements and Risk assessments must first be approved by the company before being complied with and only then after consultation with the Clients own Safety Adviser.

Signed



Patrick Burke,

Managing Director

Dated 05th January 2021

Next Review Date: 05th January 2022 (latest)