



# HEALTH & SAFETY POLICY

**"STANDLEY STEEL STOCKHOLDERS"**

**Valley View Works  
London Road  
Wymondham  
Norfolk  
NR18 9JD**



## HEALTH & SAFETY POLICY STATEMENT

### **Health and Safety at Work etc. Act 1974**

#### **This is the Health and Safety Policy Statement of:**

#### **Standley Steel Stockholders**

The policy of Standley Steel Stockholders is to maintain safe and healthy working conditions, equipment and systems of work for all our employees, and to provide such information, training, and supervision as they need for this purpose. We also accept our responsibility for the health and safety of other people who may be affected by our activities.

Our objectives will not be achieved, unless all employees and persons affected by our working practices are prepared to play their part in co-operating with the Company's policy and procedures relating to health and safety.

To provide adequate control of the health and safety risks arising from our work activities, consult with our employees on matters affecting their health and safety. Provide information, instruction and supervision for employees and ensure all employees are competent to do their tasks and prevent accidents and cases of work related ill health.

Clients and other people visiting our offices can feel confident in the knowledge that health and safety issues that could affect them have been reviewed and actions taken to prevent injury and ill health.

Everyone has a duty to make proper use of the protective clothing and equipment provided and comply with reasonable requests from clients.

The allocation of duties for safety matters and the particular arrangements, which we will make to implement the policy, are set out in the Arrangements and Responsibilities, which are detailed separately.

Our health and safety performance is monitored at regular monthly meetings by our senior management team together with our safety consultants. The Company utilises BS EA 17000 monitoring system which meets the requirements of BS8800/2004.

The policy will be kept up to date, particularly as the business changes in nature and size. To ensure this, the policy and the way in which it is operated will be reviewed annually or as is necessary.

If our employees visit clients or customers premises we expect them to adhere the Health and Safety requirements specified. Any disregard of these requirements will be regarded as a serious matter under our discipline code and dealt with by us accordingly.

All employees must adhere to this Policy and client, customers and others visiting our premises are requested to respect this policy.



### **The Company**

We will do all we can, so far as reasonably practicable, to prevent accidents and ill health and the health and safety at work of our employees by providing: -

- A safe system of work;
- Safe plant and equipment;
- Safe means of handling, transporting, etc. Articles and substances;
- Adequate training, instruction, information and supervision;
- A safe place of work with safe access and egress;
- Adequate welfare facilities;
- Safe and healthy working conditions taking into account any statutory requirements;
- Adequate first aid equipment and trained personnel as required;
- Training and instruction to enable employees to perform their work safely and efficiently;
- All necessary safety devices and protective equipment and clothing and to supervise its use.

### **The Employees**

Employees have a duty to co-operate in the operation of this by: -

- Working safely and efficiently and act in a safety conscious manner;
- Using where applicable, the protective devices, equipment and clothing provided, and by meeting statutory obligations;
- Adhering to company procedures jointly agreed on their behalf, for the security of a safe workplace;
- Reporting as soon as possible all accidents with the object of introducing measures of preventing a recurrence of the same;
- Informing their supervisor of all hazardous substances present, processes undertaken or situations that may arise;
- Taking actions to avoid accidents incurred by third party actions;
- Ensuring that they keep all communal areas free from obstruction and/or waste materials;
- Reporting to their supervisor any areas or actions which they believe may prove to be a future health and/or safety hazard

All employees, sub-contractors and operatives must adhere to the Policy.

Employees will occasionally be required to work on sites managed by a Main or Principal Contractor. When in the opinion of the employees they are required to work in a situation, which they consider is a risk to health and safety, they must inform their supervisor immediately.

**SIGNED:** \_\_\_\_\_

### **THE MANAGEMENT**

**Date:**

5<sup>TH</sup> JAN' 2009

**Review Date:**

JAN' 2010