



## **HEALTH AND SAFETY POLICY**

It is the policy of this company to regard the health and safety of its employees while at work, as of the highest importance. The company fully accepts its legal responsibility to provide and maintain safe and healthy working conditions. Health and safety matters will be considered equally along with production, quality, costs and all other relevant activities.

Management will take all reasonably practicable steps to avoid risks to health or personal injury in the design, construction, operation and maintenance of its equipment, machinery and facilities.

The company will ensure that adequate instruction, supervision, information and training is given to all employees. Employees will be encouraged individually and collectively to participate in the preparation and implementation of accident prevention procedures.

It is recognised that this policy can only be effective if everyone in the company commit themselves to a positive and co-operative attitude to health and safety matters. The importance of health and safety at work and the duty placed on each employee means that we are not only responsible for our own safety, but also for the safety of those around us.

In following this policy, it is the company's intention to :-

- 1 Comply with the requirements of all relevant legislation and approved codes of practice, making adequate financial provision to meet such requirements;
- 2 Maintain good general working conditions by the provision of adequate facilities such as heating, lighting, ventilation, seating and sanitary accommodation as and where necessary.
- 3 Define the organisation and arrangements in force for making this policy effective.

The Directors of the Company will monitor the operation of this policy and will display the relevant sections of the policy in prominent positions in the office and workplace. This policy shall be kept up to date and reviewed at least annually.

A handwritten signature in black ink that reads "S. Webster". The signature is written in a cursive style.

**Signed**

**S Webster (Compliance Director)**

**Date 10/06/2010**