

HEALTH & SAFETY POLICY

Introduction

Section 2(3) of the Health and Safety at Work etc. Act 1974 requires each company to prepare, and when appropriate to revise, a written statement of general policy with respect to the health and safety at work of its employees, and the organisation and arrangements in force for carrying out the policy, and to bring the policy statement to the notice of all employees. This document contains the policy statement of Holliday Concrete Testing Ltd for all its operations within the construction industry.

General Statement

It is the Company's policy to carry out all work in the safest practicable manner, consistent with good practice. The health and safety of all employees and others who may be affected by any of the Company's activities either directly or indirectly is the responsibility of the Management, and commands the highest priority. Adequate means will be made available to ensure that all the requirements laid down here can be achieved in full and without compromise to the intention of the policy.

It is the Management's duty to do everything practicable to prevent injury and ill-health, and it is equally the duty of all employees to exercise personal responsibility for their own safety and that of others.

All employees are to be made fully aware that, in the event of any emergency, full support will be given by management to the safety of employees and third parties regardless of the impact on the Company's service.

It is company policy to adhere completely to the requirements of the Health and Safety at work etc. Act 1974; the Factories Act 1961; the Offices Shops and Railway Premises Act 1963 and all regulations which affect our operations.

The attention of all personnel is directed to this Safety Policy.

Responsibility

Responsibility for health and safety on premises, site and elsewhere is delegated to the persons in charge of the work in accordance with the usual chain of Management responsibility.

They are considered responsible for the safe conduct of work in their areas, and this responsibility cannot be delegated to others. Mr Muhammed Farooq, Managing Directors, are responsible for health and safety matters. The Senior Manager of our Client at each work location (such as the Site Agent) is primarily responsible for health and safety at their workplace. Wherever difficulties arise on sites with regard to the maintenance of safe working and conditions, reference must be made to the Senior Manager or the Client, who then has a responsibility to ensure a safe working environment is maintained.

Responsibility cont.

Ultimate responsibility rests with the Board of Directors. The Director responsible to the Board for all health and safety matters is Mr M Farooq.

Specific responsibilities of all levels of Management are set out in Appendix 1 attached to this Policy Statement.

Health and Safety Advice

It is the responsibility of Management to ensure that all Employees using any articles supplied, shall be made aware of any relevant information and instructions which may be provided by the manufacturer /supplier in order to comply with their obligations under Section 6 of the Health and Safety at Work etc. Act 1974. It is the responsibility of Management to pass this information and instructions on to the users.

Any employee who is in any doubt about safe working practices and methods should contact either site or Office Management.

Safety Policy / Periodical Review

Under the Health and Safety at Work etc. Act 1974 regular reviews must be undertaken by the Company as to the effectiveness of this policy and its use by both Management and the Workforce. The review of the safety record of the Company and the working of the Safety Policy is the duty of the Board of Directors.

Training

Training in all matters concerning safety is the responsibility of the Managing Directors Mr M Farooq. Regular reviews as and when required will be carried out. Safety Training will be given to all new employees.

Documentation / Records

All accidents and injuries regardless of their apparent insignificance, must be recorded in the Accident Book immediately. This is kept in the main office.

First Aid Facilities

To fully comply with the Health and Safety (First-Aid) Regulations 1981, M Security Services Limited will supply the required first-aid equipment and facilities as required.

Company Safety Rules

The statutory safety requirements as detailed in the various Health and Safety Acts are considered by the Company as being the minimum level of acceptable standards rather than the ideal level. The Company therefore has laid down the following safe practices and procedures. These must be strictly adhered to by all employees without exception. Any wilful disregard for Company rules shall be considered sufficient cause for disciplinary action and could lead to dismissal.

All personal protection issued by the Company should be worn as and when necessary, in particular steel toe capped safety footwear at all times. In addition site operatives must wear safety helmets and hi-visibility waistcoats or jackets at all times on site.

No employees should lift single handed any heavy object that they are not completely comfortable with and under no circumstances any weight over 25 kilograms.

Any employee using machinery on site will refrain from acts which may lead to personal injury, or injury to others.

Accidents occurring on site will in the first instance be reported to the Site Manager, and then to the Company's Managing Directors Mr. M Farooq.

Issue of Protective Clothing

M security services Limited will issue the following items of protective clothing:-

Safety helmets
High visibility vests

Any requests for further protective equipment not detailed above and deemed necessary for the safety of employees will be granted.

Appendix 1

Responsibilities

This Appendix to the Company Safety Policy details the responsibilities at all levels within the Company. If any members of staff are unclear about their own responsibilities, they must seek the advice of senior Management.

M Farooq (Directors with responsibility for Health and Safety)

Initiate and administer the effective implementation of the Company Health and Safety Policy.

Have an understanding of the application of the Health and Safety at Work etc. Act 1974 and all other legislation that may be relevant to the Company's operations.

Be aware of changes in legislation which may affect the Company

Never encourage working practices which would or might lead to a breach in safety.

Set a personal example by wearing protective clothing or equipment as and when required.

Arrange for the adequate supply of funds and facilities to maintain the Policy.

To fully understand the Company's Safety Policy and the level of responsibility that each employee carries.

Have an understanding of the application of the Health and Safety at Work etc. Act 1974 and all other legislation that may be relevant to the Company's operations.

Observe all staff to ensure that they are working in accordance with correct working practices and procedures.

Set a personal example by wearing protective clothing or equipment as and when required.

Keep abreast of all new health and safety legislation that relates to the Company's operations.

Keep written details of all accidents and injuries and maintain all other health and safety records.

Fully train all employees and keep records on the safe use of equipment in accordance with relevant safe working practices.

All employees


Behave at all times in a safe and sensible manner, avoiding horseplay and practical jokes.

Observe all safety rules laid down where applicable Site Management.

Set a personal example especially to new or inexperienced employees with regard to all matters in connection with safe and sound working practices and procedures.

Wear all safety clothing and equipment as provided by the Company to enable safe completion of duties.

Inform a senior member of Staff or Management of any concerns with regard to safety, either on the Company's premises or on site.

Sign Date 12/07/2023.....

Next review date will be 12/07/2024