

# **DIGIT SITE SERVICES LTD**

## **COMPANY POLICY FOR HEALTH, SAFETY AND WELFARE**

### **TO BE DISPLAYED PROMINATELY AT ALL WORK PLACES.**

It is this Company's intention that its work will be carried out in accordance with the relevant statutory provisions, particularly the Health & Safety at Work Act 1974 and the Construction Design and Management Regulations 2007. All reasonably practicable measures will be taken to avoid risk to employees or others who may be affected.

The Company is committed to achieving the highest standards of health, safety and welfare within the organisation, through continual training, monitoring and review of the management systems and by providing sufficient financial and physical resources to achieve this. It is brought to the attention of all employees, members of senior management and sub-contractors, that key to the successful performance of the company is the effectiveness of its Health and Safety policy and regime.

Management and Supervisory Staff have the responsibility for implementing this Policy throughout the Company and must ensure that Health and Safety considerations are always given priority in planning and day-to-day supervision of work.

#### **General duties of employers to their employees.**

Employers have a duty to ensure the health, safety and welfare at work of their employees, particularly by:

- a) providing and maintaining machinery, equipment etc. and systems of work that are safe and without risk to health.
- b) arranging safe and healthy systems of use, handling, storage and transport of machinery, equipment or appliances and solid, liquid or gaseous natural or artificial substances.
- c) providing whatever information, instruction, training and supervision is necessary to ensure health and safety at work.
- d) maintaining any workplace under their control in a safe and healthy condition and providing and maintaining means of access to and from the workplace that are safe and without risk to health.
- e) providing and maintaining working environments which are safe, without risk to health and have adequate facilities and arrangements for the welfare of employees whilst at work.

## COMPANY POLICY Contd.

### General duties of employers and self employed to persons other than their employees.

Employers have a duty to carry out their work in such a way that persons not in their employment who may be affected by it are not exposed to risk to their health or safety. This provides protection to anyone (including members of the general public) who might be affected by work activities as well as to the employees of other employers concerned with the work.

In a similar way the self employed person must carry out his work in such a way that he does not create for himself, or any other person, risk to health and safety. As in the section above, these duties are qualified by the phrase "so far as is reasonably practicable."

Regulations may be made requiring employers and self employed persons to give to people (not their employees) who may be affected, information about such aspects of the way work is being carried out as might affect their health or safety.

### General Duties of Employees

Employees must ensure that their duties are carried out in a safe manner and that sufficient resources and time are made available by senior management to achieve this. Employees have a duty of care to not only their own Health and Safety but also to that of others.

In general terms, employees must give priority to Health and Safety issues in their daily duties and bring to the attention of Senior Management any issues they feel relevant. The maxim should always be "IF IN DOUBT, ASK!"

MR. L. THOMSON, Director, has particular responsibility for The Health, Safety and Welfare and to whom reference should be made in the event of any difficulty arising in the implementation of this Policy.

The operation of this Policy will be monitored by the Management and Staff of the Company, through continual monitoring, inspection and review. To assist them in this respect the Company will have access to a Health & Safety consultant.

**This STATEMENT of COMPANY POLICY will be displayed prominently at all workplaces. The organisation and arrangements for implementing the Policy will also be available at Head Office for reference by any employee as required.**

**In order to seek continuous improvement of the performance of the Company Safety Policy, it will be reviewed on an annual basis, or as required when new or changed legislation occurs, or should there be a change in the Company's activities.**

Signed :- Rewin Thomson Date :- 29/03/2012