

# HEALTH AND SAFETY POLICY



## General Policy Statement

It is the policy of Harlaxton Engineering Services Ltd to comply with the terms of the Health and safety at Work Act 1974 and subsequent legislation to provide and maintain a health and safety working environment. Harlaxton Engineering Services Ltd's health and safety objective is to minimise the number of instances of occupational accidents and illnesses and ultimately to achieve an incident-free workplace.

All employees will be provided with such equipment, information, training and supervision as is necessary to implement the policy and achieve the stated objective.

Harlaxton Engineering Services Ltd recognise and accept their duty to protect the health and safety of all visitors to the company, including contractors, young and temporary workers, as well as any members of the public who might be affected by our operations.

While the management of Harlaxton Engineering Services Ltd will do all that is within its powers to ensure the health and safety of its employees, it is recognised that health and safety at work is the responsibility of each and every individual associated with the company. It is the duty of each employee to take reasonable care of their own and other people's welfare and to report any situation which may pose a threat to the wellbeing of any other person.

The management of Harlaxton Engineering Services Ltd will provide every employee with the training necessary to carry out their tasks safely. However if an employee is unsure how to perform a certain task or feels it would be dangerous to perform a specific job then it is the employee's duty to report this to their supervisor. An effective health and safety programme requires continuous communication between workers at all levels. It is therefore every worker's responsibility to report immediately any situation which could jeopardise the wellbeing of themselves or any other person.

All injuries, however small, sustained by a person at work must be reported to the Reception. Accident records are crucial to the effective monitoring and revision of the policy and must therefore be accurate and comprehensive.

Harlaxton Engineering Services Ltd's health and safety policy will be continually monitored and updated, particularly when changes in the scale and nature of our operations occur. The policy will be reviewed and if necessary updated at every 12 months.

A handwritten signature in black ink, appearing to read "G M", is positioned above the name and title of the Managing Director.

Geoff McManus  
Managing Director

25<sup>th</sup> January 2018