

HSE004 Occupational Health and Safety Policy Statement

Statement of Intent

In order to comply with:

Health & Safety at Work Act 1974.
Health & Safety at Work Regulations 2006
Management of Health & Safety at Work Regulations 1999

And other legislation/guidance Compcoco Fire Systems Limited (CFS) considers effective safety, health, and environmental management to be of prime importance to its business and are committed to continuous improvement in performance in all areas. The company will not compromise health and safety for any other objective.

CFS recognises its responsibilities as an employer to ensure the "Health, Safety and Welfare" of all employees whilst at work and the rights of other individuals not to be adversely affected by our work activities.

In recognising these responsibilities, we shall endeavour to ensure that matters of health and safety are an integral part of our activities during the provision of our goods and services and are committed to compliance with all aspects of the ISO 45001 Specification.

The policy of CFS seeks to provide, so far as is reasonably practicable, a safe and healthy environment and working conditions for its employees, and to ensure that any work undertaken by the Company does not adversely affect the health and safety of any other persons or the environment. The Company intends to pursue a continuous policy of improvement and development in Health & Safety and will ensure that adequate funding and resources will be available to facilitate this aim.

Persons with Responsibility

1. **Overall and Final Responsibility** - The Chief Executive Officer, is the responsible person for health, safety, and welfare at work and for ensuring all reasonable steps are taken to provide adequate resources to meet the organisations obligations outlined within this policy and to review and revise this policy as necessary at regular intervals.
2. **Day to Day Responsibility** - Day to day responsibility for running and administering the policy is delegated to the Safety Health & Environment Manager (SHE Manager).
3. **Additionally Responsible** – To ensure health and safety standards are maintained and development of the management system responsibility also rests with the senior management team of the organisation via the regular setting and reviewing of arrangements to ensure the provision of adequate resources which allows arrangements, aims and objectives to be achieved and displays our compliance with these commitments.

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- 4. Staff Responsibility and Voice** – All staff have a duty to cooperate with CFS by taking reasonable care of their own health and safety, cooperating with supervisors or managers in relation to health and safety and to report any concerns to the appropriate person as soon as possible.

CFS also recognises the importance of involving staff in the management processes and undertake to involve them in issues that affect their health and safety by informing, training and supervising them with regard to their responsibilities under current health and safety legislation.

To comply with "Health and Safety Consultation with Employees Regulations 1996" consultation and co- operation between employees and management on all aspects of health, safety and welfare systems and procedures is via effective communication with employees on health and safety matters allowing any views or concerns regarding health and safety to be passed to the supervisor and to the Safety Health and Environment Manager for consideration and action. Any non-urgent matters raised will be discussed by the SHEQ Committee.

- 5. External Advisory Bodies** - CFS will consult with (as required) external advisory bodies and organisations to help maintain a safe and healthy working environment and safe systems of work for all employees and others.

Arrangements for health and safety

A full breakdown of arrangements for health and safety can be found in the CFS OHSAS Management System and related documents. However, a summary of those details are:

- To promote and maintain the Companies' standards of health, safety, and welfare to meet our legal duties under the Health and Safety at Work Act 1974 section 2(3), Management of Health and Safety at Work Regulations 1999 and other relevant legislation, Regulations or Approved Codes of Practice.
- To protect employees and others (including members of the public, client and sub-contractor personnel) from foreseeable work and product hazards.
- To provide safe plant, equipment, systems of work and relevant control measures to protect the health, safety and welfare of all our employees and other personnel who may be affected by our undertaking. All plant, equipment, systems of work and relevant control measures provided shall be maintained to the highest standards to ensure adequate protection to all.
- To maintain a safe and healthy working environment, inclusive of wellbeing and mental health as well as provide a safe means of access to and from the workplace for employees and others. The Company shall ensure that all site personnel attend a site induction course where necessary and that the Main Contractor's arrangements for safe access and egress to and from site are adhered to.
- To ensure that all employees and others receive any information, instructions and training necessary to ensure their health and safety at work and are fully aware of their responsibilities to themselves and others by their acts or omissions. It is the responsibility of the Company to ensure adequate supervision of the site installation staff by Managers and Supervisors and that Method Statements, Risk Assessments and Safe Working Practices are adhered to.

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6. To ensure that an effective assessment of all possible risks to health and safety of employees and others is undertaken for potential hazards and that, where necessary, all reasonable steps are implemented to eliminate or reduce these risks to an acceptable level as defined by current regulations.

All aspects of this policy are subject to regular management review and all related processes and procedures are subject to ongoing internal and external audits.

This policy is brought to the attention of all employees by:

Displaying in relevant H & S locations

Making all new staff aware of its existence and location via Induction

Summarising any changes to its contents due to adhoc review/update in Safety Bulletins if required.

Signed



Matt Baker (Responsible Person)

CEO

Dated

16/2/24

H & S Policy Author

Safety, Health and Environment Manager (Advisor)

Date created

20/01/2023

Adopted by

Compco Fire Services Chief Executive Officer (Responsible Person)

Date of publication

01/2023

Last Updated

02/2024

Next Scheduled Update

02/2025

Target audience

All Staff

Type of policy

SHE

Relevant ISO45001 standard

ISO45001 Clause 9.3

References

[The Management of Health and Safety at Work Regulations 1999 \(legislation.gov.uk\)](#) accessed 05/02/2024

[Prepare a health and safety policy - HSE](#) accessed 15/02/2024