

HEALTH AND SAFETY POLICY 2023



Health and Safety Policy

Manual

2023

REF: SAS H&S 23

Rev: Revision 3

Date: 01/06/2023

Page: 1 of 1

Revision 3

SAS Screeding Ltd recognises that the disciplines of health and safety are an integral part of its management function. The organisation views these as a primary responsibility and to be the key to good business in adopting appropriate Health & Safety Standards. All levels of management are to be aware of their roles and responsibilities as laid out in our Health & Safety Policy and are to ensure that these are followed at all times.

The organisations Health & Safety policy calls for continuous improvement in its Health & Safety management activities and business will be conducted according to the following principals:

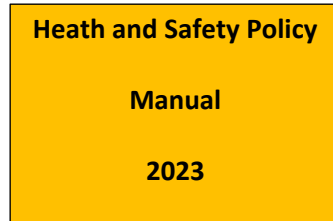
- The company commits to operating in accordance with the Health and Safety at Work (etc) Act 1974, The Management of Health & Safety Regulations and all other current applicable regulations and codes of practice, so far as is reasonably practicable.
- The management will ensure that significant risks are assessed, and suitable and sufficient measures are adopted to allow each employee/contractor to carry out his/her duties safely and without risk to health. Suitable equipment will be provided and maintained in a safe condition, and safe systems of work will be devised.
- Follow a concept of continuous improvement and make best use of its management resources in all matters of Health & Safety.
- Communicate its objectives and its performance against these objectives throughout the organisation and to interested parties.
- Each employee/contractor will be made aware of his/her responsibility for his/her own health and safety and that of others. All employees/contractors will be given the opportunity to consult with the management on matters relating to Health & Safety, or to appoint a representative to do so.
- Where necessary the company will arrange or provide suitable training for both management and operatives, where new work practices or equipment are introduced.
- The company will seek external advice as necessary to keep its health & safety policy, working practices and equipment up to date and in accordance with current legislation.
- Work closely with our Clients / Principle Contractors and suppliers to establish the highest Health & Safety standards.
- Adopt a forward-looking view on future business decisions that may have Health & Safety consequences.
- SAS Screeding Ltd will endeavour to ensure that all employees are provided with sufficient information, instruction, training and supervision to enable us to maintain a safe place of work and a safe systems of work at all times.
- Train our staff in the needs and responsibilities of Health & Safety management
- This policy is to be reviewed annually no later than 1 year after the date on this policy, in respect of changes to company structure, technological developments and identified omissions, unless require an earlier review.

Signed: *S.S. Riyait*

Date: 01st June 2023

Position: Director
SAS Screeding Ltd

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REF:	SAS H&S 23
Rev:	Revision 3
Date:	01/06/2023
Page:	2 of 2

STATEMENT OF INTENT

SAS Screeding Ltd will comply with all of its legal duties in order to provide safe and healthy working conditions for all employees and will take positive action to ensure that our works do not affect other contractors, occupiers of buildings, or the public. The company will co-operate with all those with an interest in health and safety, other employers, clients, designers, sub-contractors, and the enforcing authorities.

Michael Findlay provides help and advice with Health & safety matters where required.

The company will ensure that all persons are competent to carry out the duties asked of them, and will provide all information, instruction, supervision and necessary training.

The company will ensure that all employees are consulted on matters of health and safety and will encourage positive employee participation through an 'open door' policy of communication.

This policy will be kept up to date and will be amended to suit any changes in the size or nature of the company's activities. In support of this intent the policy will be reviewed annually.

The employees and managers shall share full delegated duties to ensure this policy is implemented across all company activities.

It is the policy of the company that all employees shall be involved actively in accident prevention as an integral part of their job, and we set out below a guide for all levels of supervision and for operatives so that employees may understand their duties and responsibilities while working for SAS Screeding Ltd.

In pursuit of this policy, we will comply strictly with the Health and Safety at Work Act and any subsequent Regulations as a minimum standard to work too. It is considered that in many instances we will achieve standards in excess of these regulations.

Employee/Contractor Responsibilities;

Each and every employee/contractor has a statutory duty to take reasonable care in relation to his/her own health & safety, and the health and safety of any other person who may be affected by his/her acts or omissions.

Therefore, it shall be the duty of all Employees/Contractors whilst at work:

To take reasonable care for the Health & Safety of themselves and others, who may be affected by their acts or omissions at work

To co-operate with the employer to ensure compliance with all the company Health & Safety policies and procedures.

To refrain from intentional or reckless interference with equipment and/or systems provided in the interest of Health, Safety and the Environment

To co-operate with management when required on such things as accident prevention and all procedures with regard to Health, Safety and the Environment as set out in the Health & Safety at Work etc. Act 1974 and the Environmental Protection Act 1990 and all associated Regulations and ACOPS

To maintain good standards of housekeeping in our premises and on client premises

To report any accident or incident including near-misses (whether or not personal injury results) to the office

To undergo any Health, Safety, Environmental and operational training deemed necessary by the company



It is the Company's policy that every Employee must have:

1. A safe working place with safe access to and from that work place;
2. Safe and suitable plant, equipment and tools;
3. A safe system of work, including consideration for others who may be affected by the operation being carried out.

You will be particularly responsible for planning ahead to ensure a proper sequence of work, as well as ensuring all essential safety equipment is available before operations start.

You will represent the Company at site level in maintaining good relationships with representatives from the Health and Safety Office. Every person in this company has the responsibility of reporting any accidents, however trivial in the Accident Report Book kept in the site office and Head Office. You are also required to report any dangerous situations or equipment to your immediate Supervisor or to the Safety Officer. Such reports will be treated seriously and no employee will be victimised or ridiculed for reporting what he or she genuinely feels is a potentially hazardous situation.

All Employees must wear protective clothing as necessary to their job, they must consider the safety of others working nearby when carrying out a particular job. It is a condition of employment that Employees, when on site, should wear a safety helmet, steel toecap ankle protected boots, hi – Vis and gloves. Face Mask's & Eye protection to be worn at all times as identified in the risk / COSHH assessment.

Every person employed must be observant for risks and take all sensible measures to prevent accidents. Safety guards and equipment must be kept in position. If in any doubt, please ask your Supervisor for help and guidance.