

Health and safety policy

This is the statement of general policy and arrangements for:		<input type="text"/> Pro Earth Ltd	
Nicholas Addison		has overall and final responsibility for health and safety	
Alexandra Addison		has day-to-day responsibility for ensuring this policy is put into practice	
Statement of general policy	Responsibility of: Name/Title	Action/Arrangements	
Prevent accidents and cases of work-related ill health by managing the health and safety risks in the workplace	Alexandra Addison Director	Complete relevant risk assessments and actions arising out of those assessments implemented. (Risk assessments are reviewed when working habits or conditions change.)	
Provide clear instructions and information, and adequate training, to ensure employees are competent to do their work. Ensure Sub-Contractors have their own comprehensive health and safety policy.	Alexandra Addison Director	Staff given necessary health and safety induction and provided with appropriate training. We will ensure that suitable arrangements are in place to cover employees engaged in work remote from the main company site. Require Sub-Contractors to provide us their Health and Safety Policy before engaging them.	
Engage and consult with employees on day-to-day health and safety conditions	Alexandra Addison Director	Staff routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required.	
Implement emergency procedures – evacuation in case of fire or other significant incident.	Alexandra Addison Director	Ensure escape routes well signed and kept clear at all times. Evacuation plans are tested from time to time and updated as necessary.	
Maintain safe and healthy working conditions, provide and maintain equipment and ensure safe storage/use of substances	X Alexandra Addison Director	Washing facilities and drinking water provided. Place for routine inspections and testing of equipment and machinery and ensuring that action is promptly taken to address any defects.	
Signed: * (Employer)		Date:	
Health and safety law poster is displayed at (location)	Reception		
First-aid box is located:	Reception		
Accident book is located:	Reception		