

HEALTH & SAFETY POLICY STATEMENT

1. General Statement

Generay Limited fully recognises the duties placed upon it under the Health and Safety at Work Act 1974 and all other relevant legislation. It also recognises the obligations it has to others with regard to its activities. The organisation is committed to working with these partners to ensure a safe and healthy working environment.

The organisation recognises the duties it has to not only its staff, but also to trainees, contractors, visitors and any others who may be affected by its activities on its sites.

2. Policy Objectives

Health and Safety must be regarded as a mutual objective for management and employees at all levels. Therefore management will:

- Provide and maintain a safe, healthy working environment with safe access and egress;
- Provide safety training, information and instruction as required for all employees, trainees, visitors and contractors etc, as appropriate.
- Provide all necessary safety devices, protective equipment and supervise their use.
- Maintain a constant and continuing improvement in all aspects of safety, in particular by introducing and monitoring safety procedures.
- Consult employees on matters relating to workplace health, safety and welfare, development and review of policy and procedures through safety committees established throughout the organisation.
- Communicate relevant health and safety information on Safety Notice boards in the workplace.

3. Policy Implementation

All personnel must comply with the guidelines set out in the companies' Healthy & Safety Policy during the course of their working duties, whilst actively considering the safety of their colleagues within the workplace.

The Health and Safety Officer shall maintain the safety management systems and ensure processes are in place for its continual improvement and monitoring.

Department Managers are responsible for implementation and operation of the safety management systems in their departments and will be accountable to the Manager responsible for Health and Safety. Managers will be supported in this function by the Health & Safety Officer.

This policy shall be issued to all new members of staff and be made available on Safety Notice Boards. This Policy will be included in the induction of new staff. All staff are actively encouraged to provide comments and suggestions in the continued improvement of the policy procedures and safety measures.