HEALTH AND SAFETY POLICY

OF

STEELDECK RENTALS LIMITED

1. INTRODUCTION

Steeldeck Rentals Ltd. is committed to maintaining safe and healthy working conditions and to preventing accidents and instances of work-related ill health through the control of health and safety risks arising from work activities, providing and maintaining safe plant and equipment and ensuring the safe handling and use of any substances. Steeldeck Rentals Ltd. will consult with employees on matters affecting their health and safety, provide information, supervision and instruction for employees and ensure all employees are competent to do their tasks and given adequate training. Steeldeck Rentals Ltd. will also assess the risks to the health and safety of anyone who may be affected by work activities to ensure that Steeldeck Rentals Ltd. complies with the law as set out in the Health and Safety at Work etc. Act 1974. This policy will be reviewed and revised every year.

2. EMPLOYEES DUTIES

Employees have a legal responsibility to take care of the health and safety of themselves and others and to co-operate with supervisors and managers on health and safety issues. Employees should not interfere with anything provided to safeguard their health and safety and should report all health and safety concerns to the appropriate person as set out in this policy.

3. RESPONSIBILITIES

Richard Howey has overall responsibility for health and safety in the workplace. Duncan Hails has day to day responsibility for ensuring that this policy is put into practice.

4. RISK ASSESSMENTS

Risk assessments will be undertaken by Duncan Hails and the findings will be reported to Richard Howey and recorded in a separate document entitled “Risk Assessment Findings”.
Action required to remove or control risk will be approved by Richard Howey and Duncan Hails will be responsible for ensuring the action required is implemented.

Richard Howey will check that the implemented actions have removed or reduced the risks.
Assessments will be reviewed every 6 months or when the work activity changes, whichever is soonest.

5. CONSULTATION WITH EMPLOYEES

The employee representatives are Craig Reece and Kris Nagy.
Employees will be consulted quarterly at Health and Safety meetings. Such meetings also to include Richard Howey and Duncan Hails.

6. SAFE PLANT AND EQUIPMENT

Duncan Hails is responsible for identifying all plant and equipment but not stock needing maintenance.
Duncan Hails is responsible for ensuring effective maintenance procedures are drawn up.
Richard Howey is responsible for ensuring that all identified maintenance is implemented.
Any problems found with plant and equipment should be reported to Duncan Hails
Richard Howey is responsible for ensuring that any new plant and equipment meets health and safety standards before they are purchased.

7. HAZARDOUS SUBSTANCES

Duncan Hails is responsible for identifying all substances that need a Control of Hazardous Substances to Health Regulations 2002 (COSHH) assessment.
Duncan Hails is responsible for undertaking COSHH assessments
Duncan Hails is responsible for ensuring that all actions identified in the assessments are implemented.
Richard Howey is responsible for ensuring that all relevant employees are informed of the COSHH assessments
Richard Howey is responsible for checking that new substances can be used safely before they are purchased
Assessments will be reviewed every six months or when the work activity changes, whichever is the soonest.

8. INFORMATION AND SUPERVISION

The Health and Safety Law poster is displayed in the office corridor.
Health and Safety advice is available from Richard Howey
Supervision of any young workers or trainees will be undertaken and monitored by Duncan Hails or Craig Reece
Richard Howey and Duncan Hails are responsible for ensuring that all employees working at locations under the control of other employers are given the

relevant health and safety information.

9. TRAINING

Duncan Hails and Richard Howey will provide induction training for all employees
Richard Howey will provide job specific training.
Training records are kept by Richard Howey
Training will be identified, arranged and monitored by Richard Howey

10. ACCIDENTS AND FIRST AID

Health surveillance, if required, will be arranged by Richard Howey
Health surveillance records are kept by Richard Howey
The first aid boxes are kept: in all trucks; in the main office; in the carpentry workshop; in the warehouse.
The person responsible for administering first aid is Craig Reece
All accidents and instances of work-related ill health will be recorded in the accident report book which is kept by Duncan Hails.
Richard Howey is responsible for reporting accidents, diseases and dangerous occurrences to the enforcing authority.

11.MONITORING AND INVESTIGATING

Richard Howey is responsible for investigating accidents
Richard Howey is responsible for investigating work-related causes of sickness absence.
Richard Howey is responsible for acting on investigation findings to prevent a recurrence.

12.EMERGENCY PROCEDURES

Richard Howey is responsible for ensuring the fire risk assessment is undertaken and implemented.
Escape routes will be checked every month by Duncan Hails.
Fire extinguishers will be maintained and checked every year by Richard Howey.