

	<b>HEALTH AND SAFETY POLICY</b>	INT-052 Issue 05
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## 1. General Statement by Managing Director

The Health & Safety at Work Act 1974 and all other associated legislations points out the obligations and duties on every employer to ensure, so far as is reasonably practicable, the Health, Safety and Welfare at work of all employees.

At the same time it also places duties on the individual employees to take reasonable care for their own Health & Safety and that of others who may become affected during the course of the employee's duties.

The principal objectives of Intelect's Health & Safety Policy is to prevent accidents which could result in the following actions –

- The injury or ill health of any person.
- Damage to or destruction of property.
- The cessation of operations.
- Any other incident that may have a detrimental effect on the efficiency or good name of Intelect.

I place the highest priority on the proper integration of Health & Safety in all of the company's activities and undertakings, whether this is office or site based operations. It is our intention to promote a safety culture within the organisation and to create a safe working environment for our employees, visitors and customers employees during our working activities.

The directors will commit to ensuring that reasonable sufficient funds and resources are made available to ensure that the Health and Safety can be achieved, and will appoint and Health and Safety Manager that will be responsible to the Board of Directors for the implementation and continual review of the Health and Safety Policy

We will ensure that adequate records are maintained in order that our performance can be monitored, measured, set and reviewed with the objectives and targets within the company and effective actions taken to control the process

We will commit as an organisation to provide relevant training to our employees to enable them to perform their duties in a safe manner.

Particular attention will be given to the following –

- Plant, equipment and safe systems of work.
- Safe arrangements for handling, storage and transportation of articles and substances.
- The identification and elimination of hazards.
- A healthy working environment.
- Sufficient information, instruction, training and supervision.
- Fire prevention and control.
- Promote near misses, toolbox talks, site audits.
- Zero accident rates.

It is crucial that we take and maintain a proactive approach to Health & Safety. I also require that all employees take an active interest in Health & Safety, not only their own safety and welfare but also that of others, which may become affected by their actions this will be done by consultation via employee safety representatives and safety committees.

This policy is to be reviewed at least annually unless change of company activities or statutory requirements.

We will ensure arrangements are made for effective communication and the promotion of competency throughout the company by educating and training our staff to reduce accidents and incidents. We will use our newsletter and staff notice boards to publicise out targets and performance.

The directors endeavour to purchase, as far as us reasonable practicable, products and services from suppliers and contractors that have sound health and safety policies.

Signed.....

**Fran Cormican**  
**Managing Director**

Dec 2016  
 Review Date Dec 2017