

Health and Safety Policy



Health and Safety Partnership Consultants Limited provide health and safety advice to various businesses throughout the United Kingdom. Director Peter Robertshaw employs less than five people at this premise.

It is the policy of Health and Safety Partnership Consultants Limited to take a positive attitude to the health, safety and welfare at work of its employees, clients and subcontractors and all other persons who may be affected by its operations.

This is achieved by the provision of the Health and Safety Policy, which is monitored and reviewed, and by the provision of funds and facilities to meet the requirements of this policy.

The policy is implemented by:

- Complying with the requirements of the Health and Safety at Work etc. Act 1974 (HASAW) and all other relevant legislation
- Providing a written copy of the statement and other relevant documentation to all employees, clients and subcontractors
- Defining and adopting best working practices and relevant codes of practice.
- Carrying out hazard and risk assessment procedures
- The provision of training
- Holding regular Health and Safety meetings and implementing recommendations
- Reviewing accidents and incidents on a regular basis.

The Director is ultimately responsible for standards of health and safety and for ensuring that adequate financial provision is made for health and safety issues.

Health and Safety Partnership Consultants Limited will review and update the document every year or straightaway if there are any major changes in the workplace.

Date: **1 January 2023**

A handwritten signature in black ink, which appears to read 'Peter Robertshaw'. The signature is written in a cursive style and is positioned above a horizontal line that serves as a separator.

Director

This is the statement of general policy and arrangements for:

Overall and final responsibility for health and safety is that of:

Day-to-day responsibility for ensuring this policy is put into practice is delegated to:

Health and Safety Partnership Consultants Limited
Peter Robertshaw –Director
Peter Robertshaw- Director

STATEMENT OF GENERAL POLICY	RESPONSIBILITY OF: Name/Title	ACTION/ARRANGEMENTS (customise to meet your own situation)
To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities.	Peter Robertshaw	Relevant risk assessments completed and actions arising out of those assessments implemented. (Risk assessments reviewed every year, or earlier if working habits or conditions change.)
To provide adequate training to ensure employees are competent to do their work.	Peter Robertshaw	Staff, Clients and subcontractors given necessary health and safety induction and provided with appropriate training (including working at height, asbestos awareness and electrical safety) and personal protective equipment. We will ensure that suitable arrangements are in place to cover person(s) that are engaged in work remote from the main company sites.
To engage and consult with employees on day-to-day health and safety conditions and provide advice and supervision on occupational health.	Peter Robertshaw	Staff & Clients 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.
To implement emergency procedures – evacuation in case of fire or other significant incident.	Peter Robertshaw	Escape routes well signed and kept clear at all times. Evacuation plans are tested from time to time and updated as necessary.
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances.	Peter Robertshaw	Toilets, washing facilities and drinking water provided. System in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects trained in safe handling/use of substances.

Health and safety poster is displayed:	In the office at Unit 55, Chichester Enterprise Centre, Terminus Road, Chichester, PO19 8FY		
First-aid box and accident book are located: Accidents and ill health at work reported under RIDDOR: (Reporting of Injuries, Diseases and Dangerous Occurrences Regs) www.hse.gov.uk/riddor Tel: 0845 300 9923	In the reception of Chichester Enterprise Centre, Terminus Road, Chichester. PO19 8FY		
Signed: (Employer)		Date:	01/01/2023
Subject to review, monitoring and revision by:	Peter Robertshaw	Every:	12 months or sooner if work activity changes