

Health and Safety Policy Statement

1 General Objectives

Online Lubricants Ltd. recognises and accepts responsibility as an employer for providing a safe and healthy workplace and working environment for all its employees and others who may be affected by its operations.

The company will take all reasonable practical steps to meet its obligations and will pay particular attention to:

- Providing safe arrangements for the handling, storage and transport of all goods and equipment.
- Consulting with our employees on matters that could affect their health and safety
- Providing and maintaining safe vehicles, equipment and safe systems of work.
- Providing sufficient information, instruction, training and supervision to enable employees to competently carry out their tasks and contribute positively to their own health and safety at work.
- Providing safe arrangements for operations carried out at customers' premises.
- Providing adequate control of all health and safety risks to prevent accidents and cases of work related ill health.

The above policy is supported by Risk Assessments and Procedures and it is the responsibility of all employees of the Company to understand and comply with these documents and procedures.

The company will consult with employees on matters affecting their health and safety and will ensure that those responsible for carrying out health and safety duties are provided with such technical assistance and training as necessary.

The company requires that all employees understand that they have obligations to each other and to other people and property. These obligations can only be met if employees carry out their jobs in a safe and proper manner, and use any safety equipment, personal protective equipment and facilities provided by the company in accordance with all training provided.

Employees who become aware of hazardous or potentially hazardous working conditions must take corrective action or where appropriate report these immediately to their line manager.

- In the event of an accident involving injury **on our premises**, follow **PROC006.xx**. Accident Book Procedure and report to your supervisor as soon as possible
- In the event of a **road traffic accident**, complete the actions described in **OPS081.xx** Vehicle Accident Sheet. If a major event (e.g. involving spillages) also refer to '**INSTRUCTIONS IN WRITING ACCORDING TO ADR - Actions in the event of an accident or emergency**' (carried in the cab) and refer to spill training received along with information contained on the ERI Cards (Emergency Response Intervention) held in the vehicle

Statement from David Collings:

I am committed to improving the safe working and environmental practices within our business. We will make changes to ensure that the way we do things is always getting safer and better.

This will be through awareness, training and from improvements and recommendations from all.

Nobody is expected to do (or expect others to do) anything that they consider to be unsafe or that they feel that they have not been trained or shown how to do the task.

If you are unsure about any task, procedure, policy, or any of the detail contained within this document or feel you have not been trained to or cannot undertake an activity safely, please report to your supervisor, manager or myself directly.

A copy of this statement is issued to all employees.

Approved by:
PRINT & Sign
David Collings



Approved by:
PRINT & Sign
John Collings

