



LEE & PLUMPTON

Inspiration At Work

Quality, Safety, Health & Environmental Policy

Lee and Plumpton Ltd. have a commitment to maintain a Company culture where through the involvement of all stakeholders, their motivation and valued contribution, we are able to ensure commitment to efficiency, quality, service, health, safety and the environment; resulting in a sustainable and enduring relationship with all our business partners.

We have a clearly defined set of values that underpin the company: integrity, commitment, development, accountability and teamwork. These are the foundations upon which the company is built.

Our activities include the design, manufacture, marketing, sales and distribution of flat pack and assembled high quality furniture. Our principal activities include the processing of particleboard and the manufacturing of epoxy powder coated metalwork components.

Lee and Plumpton are committed to working to the highest possible standards and shall ensure so far as reasonably practicable that

- ✓ We aim to meet customer needs and expectations by providing quality products and services
- ✓ We will maintain quality by our established ISO 9001 Quality Management System (QMS)
- ✓ We listen to our customers, and provide a framework for any feedback and communication
- ✓ We will strive for continuous improvement by planning, establishing, & reviewing appropriate business goals and objectives and implementing the plans to achieve them.

- ✓ We will provide and maintain a safe working environment and infrastructure for all our employees, without risk of injury or ill health
- ✓ Any hazards or risks identified from our operations will be assessed, and measures taken so far as reasonably practicable to remove or control them
- ✓ Visitors and contractors are not exposed to risks of personal health and safety and understand their responsibility
- ✓ A framework is in place to communicate and consult with its employees H&S, and Environmental concerns
- ✓ All accidents, incidents and unsafe actions are investigated to take effective actions and prevent reoccurrence

- ✓ We are commitment to preventing pollution

Lee and Plumpton Ltd. Registered in England No. 1201175 VAT Registration No. GB 282 1353 72 E&OE

HEAD OFFICE
Bunns Bank
Attleborough
Norfolk
NR17 1QD

SHOWROOM
12-14 Berry Street
Clerkenwell
London
EC1V 0AU



T: +44 (0)1953 453830
F: +44 (0)1953 456349

sales@leeandplumpton.co.uk
www.leeandplumpton.co.uk



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- ✓ Waste is controlled, and actively reduce waste and promote increased recycling
- ✓ We have good relationships with regulatory authorities, neighbours, customers, suppliers and stakeholders
- ✓ The company shall be compliant with all legislation, regulations, and codes of practices relevant to our operations and other requirements to which we subscribe. Whilst minimising any lasting impact of our operations on the environment.

- ✓ Our Managers and senior leadership are accountable for their role in meeting the company commitments
- ✓ Roles and responsibilities are clearly defined, communicated and understood regarding Quality, H&S, and the Environmental standards
- ✓ Sufficient information, training, instruction and support is given to all employees for their roles
- ✓ We will monitor, measure and review our Integrated Management Systems (IMS) performance, and strive for continuous improvements
- ✓ This policy is communicated and understood by all employees and is available to the public, customers, authorities or any other interested parties.

The objective of this policy can only be achieved with the commitment and support of all employees.

All staff have a duty at work to take reasonable care of their own health, safety and environmental impact, and that of others that may be affected by their act or omissions.

The company expects employees to assess risk of any activities they are involved in, ensuring all tasks and activities are undertaken safely, and are compliant with the relevant quality, health & safety and environmental rules, policy and procedures and is a contractual requirement

The policy shall be monitored for effectiveness and reviewed annually

Signed  A.A.W. LEE Managing Director, Dated *14th July 2018*

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