

## OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEMS MANUAL

### 4 - OH&S MANAGEMENT SYSTEM REQUIREMENTS

#### OHSAS POLICY STATEMENT OF HEALTH & SAFETY

Sitek Consultancy Services Limited is a professional and safety conscious organisation, which values the effective management of health, safety and welfare throughout all stages of its contracted works, being an integral part of efficient business management contributing to its operational efficiency and profitability. The clear objective is to employ all reasonably practicable measures minimise harm and to avoid risk to employees or others and property by adopting a proactive approach to effective risk and safety management. All work specific to the provision of engineering services is carried out in accordance with best practice, to the relevant statutory provisions and the requirements and duties set out within Approved Codes of Practice and Guidance as issued by the Health and Safety Executive.

The Managing Director has overall responsibility for all Health, Safety, Welfare and Environmental matters. Delegated management and other supervisory staff implement procedures ensuring that health and safety considerations are always given priority in planning and day-to-day supervision of all work. The operation of this Policy and the associated procedures will be monitored and reviewed on a regular basis to ensure that they remain current and applicable to Organisation's activities.

All employees and sub-contractors are expected adopt a responsible behaviour towards safety, and to co-operate and assist in the implementation of this Policy, whilst ensuring that their own works, so far as is reasonably practicable, are carried out without risk to themselves, others or the environment. This includes co-operating with management on any health, safety or environment related matter. Management will pursue progressive improvement in health & safety performance, by the controls inherent within compliance to OHSAS 18001:2007.

Sitek Consultancy Services Limited will take all practical steps to ensure that potential hazards and risks are identified and that suitable and effective preventative and control measures are implemented. The correct safety equipment and personnel protective equipment will be provided to all employees, along with necessary instruction and training in safe methods of work, and the efficient operation / maintenance of tools and equipment. The Organisation will ensure so far as is reasonably practicable that:

- There is positive integration of its Quality, Environmental and Health & Safety Management Systems
- Safe and healthy conditions of work are provided and safe working methods adopted
- Statutory requirements are the minimum standards to be observed in all activities
- Adequate information, instruction, training and supervision will be provided to all staff
- All accidents will be investigated to identify the underlying cause to implement action to prevent recurrence
- Employees at all levels will be encouraged to participate in the continued development of all health & safety arrangements, and suggest ideas further improvements

Signed:  Name: Simon Gill Date: 3/1/2019