

	Health, Safety & Environmental Compliance Services Limited Integrated Management System		
Document Title: Health, Safety and Environmental Policy	Mandatory Guidance CPD / Professional Update		
1.Document Number	HSEC0065	2. Relevant Documents	HSEC0012
3.Target Audience	Customers / Centre Staff / Assessors / IQA / Learner / Tutor / Trainer	4.Version Number	004
5.Latest Document Review Date:	01/10/2020	6.Next Document Review Date:	01/10/2021
7.Developed By	B.Saville		

Health, Safety & Environmental Policy
<p>Health, Safety & Environmental Compliance Services Limited, is committed to ensure the welfare of all its employee's, assessors, internal quality assures, and anyone else who comes into contact with the centre directly or indirectly.</p> <p>We must ensure we meet our obligations under the "Health & Safety At Work Act 1974" and the "Management Of Health & Safety at Work Regulations 1999" and all other relevant Health, Safety and Environmental Legislation.</p> <p>HSEC Services is committed to:</p> <ul style="list-style-type: none"> ✓ Ensuring it takes a proactive approach to ensure the reduction in its carbon footprint, by reducing vehicle usage by its employee's, assessors and internal quality assures. Recycling waste where reasonably practical and ensuring where possible recycled products are bought and utilised. ✓ Provide training and advice to its employee's, clients, assessors and internal quality assures to improve their performance and minimise any impact on the environment through our activities or that of the client. ✓ Promote and provide information to customers and those involved in assessment activities with regular updates on best practice methods regarding health, safety and the environment both through its website and via email updates. ✓ Comply with Health, Safety & Environmental Legislation and Regulation, to include approved codes of practice, best practice, industry standards and requirements and those requirements set out by its clients. ✓ Ensure all hazards and risk have been fully evaluated at the centre and suitable control measures where reasonably practical, have been put in place to reduce the likelihood of accident or injury to its employee's, visitors and contractors. ✓ Ensure regular review of all its health, safety and environmental policies, practices and procedures at least annually or in the event of a significant change. ✓ Ensure the correct provision of personal protective equipment is available to all employee's, visitors and contractors attending the centre and that its correctly maintained. At cost provide those who are not directly employed by the centre, but who carry out assessment activities with low-cost access to the correct standard of personal protective equipment and clothing when attending client's sites on behalf of the centre. ✓ Provide suitable methods of reporting hazards, risk and near miss incidents to its employee's, contractors and visitors and to ensure suitable inductions are carried out and or requested by all those carrying out assessment activities. ✓ Ensure suitable safeguarding to ensure the welfare of all those carrying out assessment activities to include employee's, contractors, visitors and clients and those deemed as vulnerable groups. ✓ Ensure all learners can complete their chosen qualification in a safe and suitable environment and ensure those carrying out training and assessment activities report such instances where the client's site(s) are not safe or suitable. ✓ Ensure we carry out an annual review of its policies, practices and procedures to include but not limited to risk/impact/aspect assessments and safe working procedures and that its analyses all health, safety and

environmental data, to ensure trends are spotted and the to identify where improvements to its activities can be implemented.

Through continuous review of every aspect of our business, and utilising reporting tools, feedback from those carrying out assessment activities and government statistics; we will ensure continuous development of our health, safety and environmental systems.

We will ensure where reasonably practical, improvements are made to benefit the safety and welfare of all those who carry out or those who are involved in assessment activities and training are safe, and that were possible we reduce the impact we have on the environment.

We must take proactive steps and be committed to continuous improvement and applications of all areas of health, safety and the environment to include training of our own employee's, visitors and contractors.



Ben Saville
Managing Director
01/10/2020