

Health & Safety Policy

LAMILUX U.K. LIMITED

Authorised by	Revision Number	Date
James Fisher	2	July 2021

Health and Safety Policy Statement

It is LAMILUX U.K. Ltd policy to ensure, as far as reasonably practicable, the health, safety and welfare of its employees whilst at work, and to have due regard for visiting and neighbouring members of the public. This is a statutory duty under the Health and Safety at Work Act 1974 and supporting regulations.

Our employees have a statutory duty to take reasonable care for the health and safety of themselves and others that may be affected by their acts or omissions at work and to co-operate with the company to meet its duties.

To enable these duties to be carried out, it is our intent to ensure that responsibilities for health and safety matters are effectively assigned, accepted, and fulfilled, consistent with good practices throughout the company at all levels within the organisational structure.

The company so far as reasonably practicable will

- provide and maintain safe and healthy working conditions, plant, equipment and systems for all our employees.
- provide and maintain safe workplace with safe access and egress to the workplace.
- ensure storage, handling, usage and transporting of articles and substances is safe and without risk to health.
- provide all employees with information, instruction, training and supervision as necessary to secure their safety and health at work
- ensure continuous risk assessments are carried out.
- ensure monitoring activities are undertaken to maintain agreed standards.

With this intention, the company will provide funds, materials and staff, together with the necessary information, instruction, training and supervision to provide a safe environment.

Competent Health & Safety advice as required by the Management of Health Safety Regulations 1999 is provided by T Hill CMIOSH (Principal Consultant TCH Safety Ltd)

Whilst it is a statutory duty to comply with regulations, these are seen as a minimum requirement only. LAMILUX U.K. LTD expects the full co-operation of all employees to improve standards in all aspects of health and safety at work.

All employees have my full support in the implementation of this policy.

James Fisher

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Director Responsible for Health and Safety

01/07/2021

.....
Date

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Responsibilities

1.1 Board of Directors

The board of directors have ultimate responsibility. They will:

1. Initiate and oversee the company Health and Safety Policy with a view of effective implementation of the policy.
2. Arrange for funds, facilities and resources for health and safety.
3. Set a personal example including the use of personal protective equipment even for brief periods.

1.2 Director Responsible for Health and Safety

1. Have an understanding of legalisation especially Health and Safety at Work Act 1974 and supporting regulations.
2. Ensure proper and effective implementation of policy by attention to
 - Selection and maintenance of equipment
 - Design and operation of process
 - Information, instruction and training of people at risk
 - Supervision
3. Ensure that responsibilities are properly assigned understood and accepted at all levels.
4. Ensure Health and Safety Policy is kept reviewed.
5. Ensure risk assessments are carried out and the points raised receive proper attention.
6. Report to the board of directors on major safety matters that arise.
7. Act as the board of directors' representative to the Health and Safety Executive.
8. Ensure corrective actions are undertaken in any aspect of health and safety.
9. Set a personal example including the use of personal protective equipment even for brief periods.

1.3 Functional Managers, Cell leaders and Team Leaders

This covers all levels of management, who have key responsibility for making Health and Safety Policy work effectively. They will:

1. Ensure due attention paid to health and safety matters in areas of responsibility in particular.
 - The use of equipment and operation.
 - Provision information, instruction and training.
 - Supervision
2. Be aware and operate within standards required by legalisation and the Company Health and Safety Policy and check these standards against actual work practices.
3. Ensure risk assessments of their areas are carried out and hazards where as so far as reasonably practicable are eliminated.
4. Review accident and other investigation reports and satisfy themselves that they have come to the correct conclusion and that corrective action is taken.
5. Review safety accident statistics and other safety reports and take action to reduce unfavourable trends.
6. Ensure that all personnel under their control know and accept their responsibilities under the Health and Safety Policy and that they are competent to carry out their duties.
7. Carry out regular inspection of their departments to ensure as far as reasonably practicable health and safety standards are being maintained.
8. Promote safe conduct within their department.
9. Make use of company disciplinary procedures in the event of any member of staff failing to adhere to company procedures.

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10. Investigate and report on accidents and dangerous occurrences in accordance with company procedures and take prompt remedial action.
11. Ensure that their department is aware of the fire procedures and know who are First Aid Personnel and the location of the first aid facilities on each shift.
12. Set a personal example including the use of personal protective equipment even for brief periods.

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Index to Procedures

Procedures can be found within the H&S Manual (Arrangements)

1. Fire
2. First Aid
3. Accidents and Incidents
4. Control of Contractors
5. Risk Assessment
6. Inspections
7. Manual Handling
8. Display Screen Equipment
9. Control of Substances Hazardous to Health
10. Personal Protective Equipment
11. Induction and Training
12. Safety Signs
13. Visitors
14. Health & Safety Assistance
15. Construction Work
16. Asbestos
17. Working at Height
18. Plant and Equipment

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Health & Safety Policy & Procedures

LAMILUX U.K. LTD

Name:

Job Title:

Date:

I have received a copy of the Health & Safety Policy document together with a copy of the Health & Safety Procedures Manual. I confirm that I have read and understood the contents and will conform to my responsibilities outlined within these documents.

Signed:

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