

# Camfaud

Concrete Pumps Ltd

**Premier**  
CONCRETE PUMPING LTD



## Safety, Health and Environmental Policy



CP CONSTRUCTION PLANT  
CS COMPETENCE SCHEME



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# Camfaud Concrete Pumps Limited

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# Camfaud Concrete Pumps Ltd

## SHE POLICY STATEMENT

Health, Safety and Environmental management is considered a vital component in the success of The Camfaud Group's business. The Directors, through the appointed safety champion, responsible for ensuring effective safety management systems are planned, delivered, monitored, and reviewed. Their involvement in these processes through visible and active commitment sets the example that is essential for staff and workforce engagement and promotes safe and healthy working conditions. This generates an excellent culture in line with company values that improves our performance standards.

The Policy is to take all reasonably practicable steps to ensure all operations are carried out in such a way that the **environment** the **safety** and **health** of its employees, employees of third-party companies and others who may be affected by our undertakings are not prejudiced in any way. As the Health and Safety Champion for the Camfaud Group, I recognise that effective leadership is essential to business success and therefore encourage involvement from the senior management team to ensure health, safety and environmental management is considered during all business decisions. Together with the involvement of all management staff, for our undertakings, hold responsibility for their individual area of the business and therefore demonstrate leadership in their said areas. However, in all instances each and every employee also has their own duty to act responsibly, to actively participate in carrying out the Policy and to co-operate with others to minimise the likelihood of accidents, incidents, dangerous occurrences and environmental impacts.

The requirements of compliance with the Health and Safety at Work Act etc. 1974, the Regulations made there under and the relevant environmental legislation are the minimum standard required. Continual improvements on these standards, whenever and wherever reasonably practicable, will be achieved at all offices, depots, transient sites, and premises.

### It is the Policy of The Camfaud Group to:

- Provide and maintain a safe place of work, safe systems of work, Vehicles, plant, and equipment that is safe and without risk to the safety and health of all employees and third parties who may be affected by its undertakings, so far as is reasonably practicable
  - Prevent instances of work-related ill health; (Inclusive of COVID-19)
  - Allocate sufficient resources to enable the Safety, Health and Environmental Policy to function effectively.
  - Monitor and review safety, health and environmental management and performance to ensure legal compliance and continual improvement
  - Set and review safety, health, and environmental objectives in order to improve performance
  - Promote joint consultation with employees, third parties, the Health and Safety Executive, the Environment Agency, and other relevant organisations
  - Comply with statutory regulations, approved codes of practice, recognised guidance notes, accreditation agencies e.g. FORS, and other requirements applicable to the organisation
  - Seek to minimise environmental disturbance and pollution as far as it reasonably practicable
  - Promote sustainability
  - Seek to reduce the quantities of energy and water consumed and waste generated by the Group of Company's activities
  - Promote environmental awareness and understanding along all employees so that their working activities are carried out in lines with the Safety, Health and Environmental Policy
  - Endeavour to ensure that major suppliers and contractors are aware of, and apply safety and environmental standards compatible with our Safety, Health and Environmental Policy
  - Provide information, instruction, training, and supervision to allow employees to carry out all their duties without risks to themselves, others, and the environment. (including Driving and Operating responsibilities)
- We are fully committed to improving our performance by investigating accidents and incidents, reviewing the results of audits undertaken and an annual review of our Business management systems.



**D A Faud**  
**Managing Director**  
Camfaud Group (27.11.23)

## Organisation for Safety, Health & Environmental

Health, Safety and Environmental management is considered a vital component in the success of the Camfaud Group's Pumping businesses.

The Directors, through the appointed safety champion, responsible for ensuring effective safety

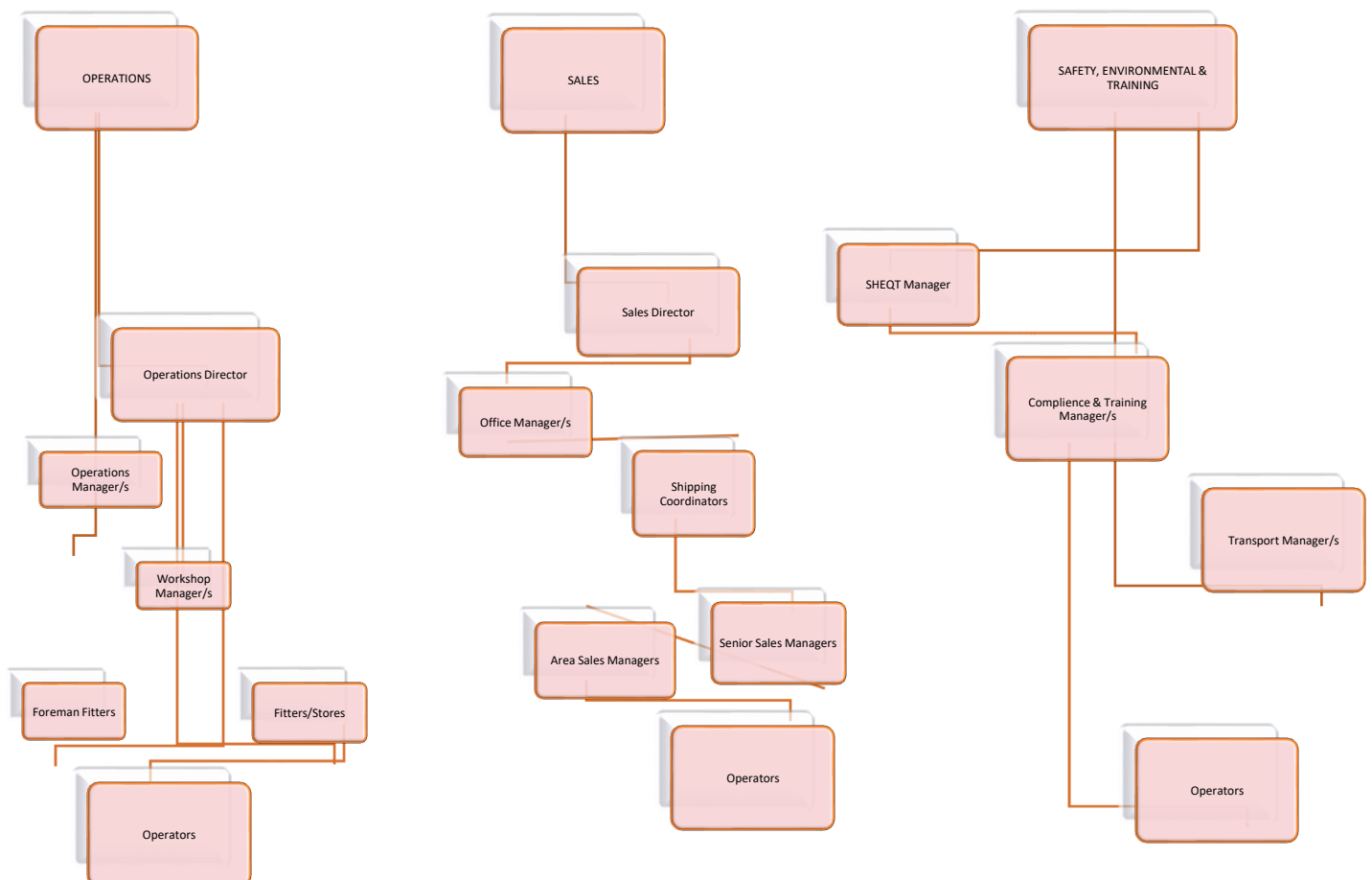
Camfaud Concrete Pumps Limited – Premier Concrete Pumping Ltd – Eco-Pan Ltd

The Company operates a business management structure within which safety, health and environmental matters are a line management function.

Directors, managers, and supervisors at all levels have responsibilities (appropriate to their position), for the wellbeing of those under their control and for those who may be affected by the operations of the Company.

Regulation 7 of the Management of Health and Safety at Work Regulations 1999 requires competent persons to be appointed to assist employers to undertake the measures necessary to comply with the requirements and prohibitions by or under the relevant statutory provisions - for Camfaud Concrete Pumps Limited & Premier Concrete Pumping Ltd, the SHEQT Manager is appointed as the competent person in respect of the aforementioned.

## Organisation Chart for SHE Management – The Camfaud Group Limited





## **Arrangements for Safety, Health, Environmental Management**

*The purpose of this section of the document is to demonstrate and communicate the arrangements that are provided for the management of health, safety, and environmental matters.*

### **Responsibilities**

The Managing Director has ultimate responsibility for the management of health, safety, and environmental matters within the group.

Employed individuals also have responsibilities, as detailed later in this document.

### **Resources**

The Group evaluates the need for and provides adequate resources to ensure the safety and health of its employees, and others affected by its operations.

These resources include competent advice, information, instruction, training and supervision, vehicles plant and equipment, materials, time, and finance availability as appropriate.

### **First Aid provision**

The Group will endeavour to provide the necessary legally guided First aid requirements across all of its work activities, and communicate with the owners, clients, and hirers.

### **Documentation**

Management procedures are developed based on business needs and are issued with related information in support of this Policy.

The Group operates a Business Management System ('BMS') to provide standard procedures and documentation for the management of 'SHE' matters.

The Group has implemented an 'Operator Procedure Guide' to its operatives involved with the pumping operation. This sets out the concrete pump operational procedures implemented by the company i.e. our generic method statement. The OPG is an enteral part of the company's safe system of work, and to help maintain these standards the company has obtained the FORS (Fleet Operator Recognition Scheme) accreditation.

Documentation regarding the safety of road uses should be adhered to in Ref: The official Highway code and supplement Road traffic act documentation. All references towards driver and venerable road uses are located in the Operators Procedure Guide – Drivers Manual section & PROCEDURE 04 - Travelling on the Public Highway. (referencing the new and current additional requirements)

### **Training**

Effective training is fundamental in ensuring the competence of employees to undertake their duties in a manner that is safe, healthy, and environmentally acceptable. Training whether driving or operating will be provided. Its requirement will be identified by way of assessment, monitoring, review, or changes in operational circumstances.

Safety, health, & environmental training will be implemented 'in house' through the Camfau Concrete Pump Operators Test Centre (CPOTC) or shall be provided by appropriate competent external services.

### **Records**

Health, safety, environmental, and SHE training records are appropriately maintained in order provide operational overviews and evaluations of our performance to be undertaken.

## **Planning**

Effective planning is an integral part of our management procedures for ensuring a safe system of work. It is the intention of the Company that all work is planned in such a manner so as to reduce the risk of any occurrence that may result in incident, injury, or ill health. E.g. journey organisation.

## **Communications**

SHE information, shall be provided to employees and other interested parties by means of inductions, formal procedures, toolbox talks, SMS specific texted messages, briefings, instructions, memos, Driver's Handbook, notice boards etc.

These processes promote consultation and co-operation between management and all levels of operation and employees.

## **Safe Systems of Work – Work Equipment Provision & Operational Safety**

All operations shall be assessed for risk to safety, occupational health, and environmental impact.

The necessary arrangements and measures shall be implemented to control and minimise the risk.

Written procedures shall be prepared and implemented where significant risks are found to be present.

Vehicles, plant, and equipment is inspected, maintained, and tested in accordance with the manufacturers' guidelines, and in compliance with any relevant statutory regulations.

Vehicles, plant, and equipment is only permitted to be operated by authorised, trained, and competent persons.

## **Control of Substances Hazardous to Health (COSHH)**

All the required measures will be put in place to protect all our employees from potential hazardous substances whilst carrying out their allocated work activities and potential emergency situations.

## **Manual Handling**

Measures shall be put into place to protect employees from the risks of manual handling

Identifying whether manual handling assessments are required, and ensuring the implementation of control measures are in place where appropriate

Avoiding the need for hazardous manual handling operations

Ensure that affected employees are suitably trained and informed of any manual handling implementations

## **Welfare Provision & safety**

Suitable and adequate welfare provision shall be provided to all employees in all our company locations, planned cleaning and maintenance will be supplied.

## **Personal protective Equipment**

Provision of PPE will be supplied to all employees to carry out their necessary work activities. All PPE will be issued free of charge

## **Reports**

Formal reports on safety, health, and environmental performance shall be made where appropriate.

Relevant and appropriate information shall be circulated and briefed as required to individuals or groups of employees.

## **Monitoring**

Operational health, safety, and environmental performance shall be monitored to ensure compliance with both statutory and Company standards.

Monitoring shall take the form of checks, samples, tours, inspections, audits, and assessments. The results of the monitoring shall be used to evaluate, action, and improve performance.

Operational safety performance is measured against Group's standards and targets and compared against recognised industry statistics (e.g. A.F.R – Accident Frequency Rate)



### **Accidents and Incidents – Reporting and Recording**

All accidents and incidents shall follow the company's Management procedures on reporting both accidents and near miss incidents all must be recorded and shall be investigated to the appropriate level.

Statutory recording and reporting requirements shall be fully complied with  
(RIDDOR – *Reporting of Incidents, Diseases, and Dangerous Occurrences Regulations 2013*)

### **Emergency Procedures**

In the event of a major incident at or on company premises, the company will endeavour to plan certain emergency procedures to ensure injury and damage limitation.

The company will ensure that all the employees are aware of, and adhere to, emergency arrangements and any additional safety, health, or environmental guidance issued by the Group

## ***SHE Responsibilities***

The following responsibilities are generally applicable.  
Specific duties for employees will be defined by line management.

### **All Employees will:**

- take reasonable care to safeguard their own health and safety at work; (inclusive of COVID-19)
- act responsibly at all times, and demonstrate a commitment in relation to safety, health, and environment issues:
- take reasonable care for the health and safety of others who may be affected by their actions at work, e.g. colleagues, contractors, members of the public etc.
- co-operate with the Company to enable it to implement its SHE Policy:
- co-operate with the Company and will not interfere or misuse anything provided in the interests of health, safety, or welfare:
- comply with all Group's procedures, rules and instructions which affect their work, and report to their manager or supervisor any defective vehicles, plant or equipment or any hazardous situation:
- ensure they are aware of, and adhere to, emergency arrangements and any additional safety, health, or environmental guidance issued by the Group:
- ensure ANY accident or incident that occurs in the workplace (to themselves, other employees, OR nonemployees) is reported to management.
- to take into consideration of the route required to travel to designated job considering all Safety and Environmental concerns.
- decide the best route possible minimise the risk to vulnerable road users.

### **The Managing Director will:**

- set a strong personal example of safe behaviour:
- promote interest and enthusiasm regarding health, safety, and environmental issues:
- agree and set Divisional standards in respect of SHE performance:
- ensure health, safety and environment is included on the agenda of management meetings and that any actions are followed up:
- oversee senior managers to ensure the adoption, maintenance, and compliance with procedures for safety, health, and environmental issues:
- ensure adequate finance and resource is provided to implement the requirements of this Policy, and associated SHE management requirements:
- ensure that lines of SHE responsibility within the organisation are clearly defined:
- ensure that formal SHE monitoring, and reporting is undertaken.

## ***SHE Responsibilities***

### **ALL Managers will:**

- set a strong personal example of safe behaviour:
- develop the safety, health, and environmental culture within their area of responsibility:
- understand the Group's Safety, Health & Environmental Policy, and the responsibility of individuals in implementing the Policy.
- be aware of current safety, health, and environmental legislation and understand the Camfaud Business Management System (BMS) that applies to their area of control.
- oversee the implementation of systems of work that are safe and without risk to the health of employees under his control, and others (non-employees) that might be affected by their actions:
- consult and communicate with all personnel under their control, in respect of safety, health, and environmental issues:
- ensure that employees receive appropriate induction, information, instruction, training, and supervision, especially young persons or those who are less experienced:
- ensure that employees under his authority are competent and understand and comply with their safety, health, and environmental responsibilities:
- be aware of the Group's emergency and reporting procedures:
- act upon advice given by the Camfaud Group Limited SHE Advisor, or upon advice provided by enforcing authorities:
- ensure that all accidents and incidents are reported in accordance with the Group's procedures, and that they are investigated to appropriate levels:
- ensure that work by (external) contractors is only undertaken subject to satisfactory acceptance of competent safe systems of work documentation:
- ensure provision of procedures for health, safety, and the environment, to include:
  - arrangements for a good standard of welfare and other facilities
  - arrangements for the provision and maintenance of suitable plant, transport, and equipment
  - assignment of responsibilities for all levels of employee to ensure safe systems of work
  - management of safety non compliances:
- implement appropriate action against any employee under their control who, deliberately or persistently, is negligent in the application of the Group's SHE Policy, or other BMS rules and requirements.

## ***SHE Responsibilities***

### **The Depot/Workshop Manager will:**

- ensure that vehicles, tools, equipment, and machinery used by persons under their control are fit for purpose, and are of appropriate condition
- ensure that all items of plant/ vehicles/ equipment under their control or issued for use on sites, are safe for use
- ensure that company vehicles, concrete pumps are serviced as per written schedule, and that all safety critical equipment upon the pump is inspected/ tested, and remains in working order
- ensure that statutory inspections and Company schedules for safety inspections of vehicles, plant, and equipment under his control are implemented
- ensure that action is taken on plant/ machine/ equipment defects reported by Company employees, or engineers/ surveyors of plant inspection companies
- ensure that materials, plant and vehicles for which they have responsibility, are stacked/ stored/ parked safely, and that areas of work under his control remain in a clean and tidy condition
- ensure that any activity for which they have a controlling responsibility is completed without risk to the environment
- Company's standards at depots/ parking places under his control
- ensure that only competent and authorised persons operate or drive plant, vehicles, or machines which are under their control
- ensure that appropriate and current technical and SHE advice is available for customers/ hirers to aid safe operation of the concrete pump and reduce risk of injury or incident to those who may be affected by its use.

### **Area Managers & Office Management will:**

- ensure that appropriate and current technical and safety advice is provided to customers/ hirers to aid safe operation of the Camfaud machinery and equipment, and those who may be affected by its use
- ensure that all known work-related accidents and incidents, (irrespective of where they occurred) are reported to the Managing Director, and/ or the Camfaud SHEQT Manager.

## ***SHE Responsibilities***

### **Foremen and Chargehands (Supervisors) will:**

- set a good personal example in safe working:
- supervise the implementation of safe systems of work: i.e. documented procedures
- ensure that persons nominated to carry out tasks are trained adequately and appropriately:
- report to their manager any incident of persistent disregard of safety, health, and environmental rules by employees
- ensure that instructions to employees are clear and concise and include the information necessary for the work to be completed safely and without risk to health or the environment:

- pay particular attention to the safety and health of new starters or young persons under their control by providing close supervision and advice:
- maintain the area under their supervision in a clean and tidy condition.

**The Camfaud SHE Advisor will:**

- promote the Company Safety, Health and Environmental Policy, and associated procedures throughout the Company's workforce:
- advise and consult with Directors, management and employees on current safety, health and environmental legislation and methods of safe working:
- where relevant, liaise with the Health and Safety Executive (HSE), Environment Agency (EA), local authorities, safety organisations etc., on working methods:
  - devise and promote initiatives to reduce risk of harm, and to control likelihood of injury or incident as a consequence of unsafe practices:
  - ensure SHE monitoring of the workplace is undertaken at all levels:
  - assist with SHE training for all levels of employee:
  - oversee the arrangement of statutory tests, thorough examinations and such others as may be required on plant, equipment, and associated items, and records of such:
  - to the appropriate level, investigate and report upon accidents and incidents, and make recommendations to management in the interest of preventing recurrences where possible:
  - ensure accidents/ incidents that are notifiable under RIDDOR are reported to the HSE:
  - prepare monthly and annual reports on SHE performance, and circulate as required:
  - suspend any operation if, in their professional opinion, there is an immediate risk of injury to persons, damage to plant or equipment, or serious environmental impact:
  - interact with customers/ hirers/ clients as appropriate, to reduce and control risks associated with the work of the Company.

All employees are reminded that it is a **LEGAL** requirement to take care for their own personal health and safety,

**AND**

that of other persons who may be affected by any work or operation that is undertaken by or on their behalf of

The Camfaud Group

**AND**

that wilful and knowing disregard of the Company SHE Policy or safety, health, or environmental rules may result in an increased risk of personal injury or health effects.

*This booklet has been prepared by the Organisation to explain its policy in respect of Health, Safety, and Environmental management.*

*Any questions regarding the content of this Policy should be directed to:*

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