



HS27: COMPANY HEALTH & SAFETY POLICY

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1 Intro

1.1 About this policy

A Company employing five or more persons has a legal duty to prepare a written health and safety policy. Policy documents are the most effective means of demonstrating management commitment and support with regard to health and safety and are considered to be the centre piece of company's health and safety. This document will therefore require editing to reflect your company's aspirations etc in this respect.

This Policy is divided into three parts:-

PART A

This makes a statement or general declaration based on your obligations under the Health and Safety at Work etc Act 1974.

PART B

This explains organisation and the chain of responsibility for health, safety and welfare within the company. It is important to identify posts or positions and ideally, named individuals, with specific responsibilities and duties within this part of the policy.

Your health and safety organisation can probably be best illustrated with a simple diagram. Employees also have a duty to take care of themselves and others who may be affected by their work activities, and to co-operate with you in respect of health, safety and welfare.

PART C

This deals with the arrangements that have been made by the Company. It should identify the particular hazards that are applicable to your specific activities.

1.2 Reviewing Procedure

- This Policy should be formally reviewed at least every 12 months by the Company's Board of Directors. It should also be reviewed following legislative changes, Company structural changes or when any new materials, plant or technology is introduced.
- The Directors should consider alterations and amendments, which become essential between review dates.

Date	Name	Signature