

Health and Safety Policy Statement

I, as Managing Director, with my Board of Directors and Managers, have made a commitment to ensure that the health, safety and welfare of our employees, subcontractors and the general public, is effectively managed to prevent harm and avoid accidents, injury and ill-health. We are committed to delivering continual improvement and monitoring of our health and safety management systems to ensure full compliance with the duties of the Health and Safety at Work etc. Act 1974 and all other relevant legislation and regulations by ensuring that:

- adequate resources are provided to ensure that proper provision is made for health and safety
- risk assessments are carried out and periodically reviewed
- systems of work are provided and maintained that are safe and without risk to health
- arrangements for use, handling, storage, and transport of articles and substances for use at work are safe and without risks to health
- all employees are provided with such information, instruction, training and supervision as is necessary to secure their safety and health at work and the safety of others who may be affected by their actions
- where appropriate, health surveillance will be provided for employees
- the provision and maintenance of all plant, machinery and equipment is safe and without risk to health
- the working environment of all employees is safe and without risks to health and that adequate provision is made with regard to the facilities and arrangements for their welfare at work
- the place of work is safe and that there is safe access to and egress from the workplace
- monitoring activities are undertaken to maintain agreed standards
- there are established and maintained effective procedures for consultation and communication between all levels of management and employees on all matters relating to health, safety and welfare

With the aim of delivering continual improvement to Office Watercoolers, our clients and the general public the Health and Safety Policy will be reviewed at least annually, amended and updated as and when necessary. Communication of any such changes will be made to all employees.

A handwritten signature in black ink, appearing to read "Ken Skelton".

Ken Skelton, Managing Director
March 2016