

## Health and Safety Policy

Document Control Record	
Issue No:	v01
Date:	01 October 09
Author:	RD
Filename:	H & S Policy

## STATEMENT OF INTENT

It is the policy of Mechanical Services (NW) Ltd to comply with the Health and Safety at Work etc. Act 1974 and with the legislation made under it to provide and maintain safe and healthy working conditions and workplace. Our Company's objective is to minimise the number of instances of occupational accidents and illnesses and ultimately to achieve an accident free workplace.

This health and safety policy will be monitored and updated on a regular (annual) basis and if/when changes occur in the nature of our operations or when legislation has been updated or amended. The Managing Director in charge of safety and the Safety Adviser will conduct the reviews in consultation with employees.

We recognise and accept our duty to protect the health and safety of all visitors/guests to our Company, including contractors, temporary workers and any members of the public who might be affected by our undertakings.

In order to achieve our objective of an accident free working environment all employees will be provided with such equipment, information, supervision and training as are needed to implement this policy.

While the Directors of Mechanical Services (NW) Ltd will do all within its powers to ensure the health and safety of its employees, it must be recognised that health and safety at work is the responsibility of every person associated with the Company. It is the duty of each employee to take reasonable care of their own and other people's welfare and to report any situation which might pose a threat to the well being of any other person.

The management of Mechanical Services (NW) Ltd will provide every employee with the necessary training to carry out his or her tasks safely. However, if an employee is unsure how to perform a certain task or feels it would be dangerous to perform a specific job then it is the employee's duty to report this immediately to their Line Manager. We welcome any employee's comments and concerns regarding their work areas, open communications about health and safety issues are to be encouraged throughout our Company.

An effective health and safety programme requires continuous communication between workers at all levels. It is therefore every worker's responsibility to report immediately any situation, which could jeopardise the well being of himself or herself or any other person. Clear commitment and support with regard to Health & Safety matters from all employees is necessary in order for us to reach our objective.

Injuries at work (no matter how small) and any near miss incidents should be reported immediately to Line Managers. In order to effectively monitor our safety record it is essential that accurate, clear, comprehensive records are kept. This is vital to the effective monitoring and revision of our Health & Safety Policy.

Anthony Webster - Mechanical Services (NW) Ltd

Managing Director in charge of safety October 2009