

# HEALTH AND SAFETY POLICY

## 1. Statement of intent

\_\_\_\_\_ [Company Name] is committed to ensuring the health, safety, and welfare of all its employees. This includes but is not limited to preventing accidents and cases of work-related illnesses, managing health and safety risks in the workplace, and providing clear information and adequate training.

## 2. Responsibilities

### Management

Overall and final responsibility for health and safety lies within \_\_\_\_\_ [Managing Director/CEO]. Managers at all levels are responsible for ensuring this policy is put into practice in their areas of control.

### Employees

Every employee must take reasonable care for their own health and safety. Employees are also required to cooperate with management, following any related rules and procedures, and reporting to them all health and safety concerns they might encounter.

## 3. Risk Assessment

Regular risk assessments to identify potential hazards in the workplace will be carried out and control measures to minimise risks will be implemented. These evaluations will be reviewed periodically or when there are significant changes in the workplace.

## 4. Health and Safety Training

Appropriate health and safety training will be provided to all employees to ensure they are competent to carry out their work safely and will be refreshed periodically. Health and safety updates will be provided through regular meetings, noticeboards, and company communications.

## 5. Emergency Procedures

Emergency procedures for fire, evacuation, and other critical incidents will be established. Regular drills will be conducted to ensure all employees are familiar with these plans.

## 6. Review of Policy

This health and safety policy will be reviewed annually or when there are significant changes in the company or legislation to ensure it remains relevant and effective.

Signed on \_\_\_\_\_ [Date]

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[Managing Director/CEO]

This Health and Safety Policy is provided as a sample only and does not constitute legal advice. It is recommended that you consult with a solicitor or licensed conveyancer in the United Kingdom to ensure it is suitable for your specific circumstances and complies with all applicable laws and regulations. You should seek professional guidance if you have any doubts about the use of health and safety policies or the relevant legislation.