



HEALTH & SAFETY POLICY STATEMENT

Health and Safety at Work Act 1974

Section 2 [3]

Hire or Buy Group Limited

25th February 2021

GENERAL COMMITMENT

The Company will, so far as is reasonable and practicable, take all measures to ensure the safety and health of all employees at their work. It will honour any commitments placed on it by all relevant safety legislation, for example, The Health and Safety at Work etc. Act 1974. These measures will also include provision, in so far as is reasonable and practicable, for the safety of other persons who are not employed by the company.

The company will also, so far as is reasonable and practicable take appropriate action to see that all employees are made aware of this policy statement.

Signed:

Jon Masterson - Director

Date: 25th February 2021

First Issued: 9th August 2002

Revised: June 2011

Revised: 25th February 2021

ORGANISATION

Jon Masterson will be allocated the duties and responsibilities of Safety Director. He will be responsible for the implementation of the company safety policy.

The Safety Director will review and revise the safety and training policy from time to time and if necessary make such alterations as are required in the light of the company's activities. The views and comment of other relevant persons or committees will be taken into account. Any changes will be published in a revised policy statement, which will be communicated to the workforce by the best practicable means.

The duties imposed on the nominated persons by this policy have been discussed and agreed by those persons. Future changes in duties will also be discussed and agreed. The Safety Director will oversee the general implementation of the company policy and delegate through the management structure [i.e. Branch Manager or Safety Officer] specific duties concerning the action necessary to inform and train the workforce in safety related matters.

The Branch Manager will be directly responsible for the day to day implementation of the policy, training and instruction of the workforce in safety matters.

It is understood that the co-operation of the workforce is essential and to that end employees will be consulted and play a substantial role in the implementation of this policy.

RESPONSIBILITIES

ACCIDENT NOTIFICATION

Any notification and recording action arising out of an accident in accordance with Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 [RIDDOR] will be carried out by the Branch Manager or Safety Officer.

FIRE PRECAUTIONS

The Branch Manager will make the workforce aware of the action to be taken in the event of fire, primarily by use of fire drills.

The position of, and access to, emergency exits and fire appliances will be made clear to staff and customers.

FIRST AID

At least one member of the branch staff is to be trained in first aid. His or her name is to be shown on the first aid box. Additionally, sufficient "Appointed Persons" are to be nominated to ensure that a first aider or appointed person is available whenever employees are at work.

RISK ASSESSMENTS

The Branch Manager will make regular assessments of risks and will review existing risk assessments on a regular basis

SAFETY INSPECTIONS

The Safety Officer [or an appointed responsible member of staff] will take on the duties of regular site safety inspections, reporting his or her findings to the Branch Manager or Safety Director.

TRAINING

The Branch Manager will have overall responsibility for training the workforce in fire precautions and first aid.

In particular, he will place special emphasis on ensuring that the workforce is fully trained in the use of all tools, plant and equipment in the company's current hire fleet. This is to develop their competence in communicating relevant information about the safe use of this equipment to customers.

STATUTORY INSPECTIONS

The Safety Officer will have the duty to ensure that those items in the company's inventory which are subject to statutory inspection and testing, such as pressure vessels and lifting equipment, are brought forward at the required time. He will also arrange the posting and display of statutory notices and placards etc.

SAFETY OF HIRE EQUIPMENT

The Branch Manager in conjunction with the Safety Officer will take all actions necessary to see that items offered for hire are inspected and tested as appropriate after each hire and are in a safe condition for issue to the next user.

HAZARDOUS SUBSTANCES

The Branch Manager will have overall responsibility for the safe storage and handling of hazardous substances including LPG and will ensure compliance with COSHH regulations.

CALOR GAS

The Branch Manager will have overall responsibility for maintaining safe storage and handling of Calor Gas in relevant branches

AGGREGATES

The Branch Manager will have overall responsibility for maintaining safe storage and handling of Aggregates in yard area at relevant branch. The Branch Manager will also be responsible for maintaining a safe system of loading and unloading in yard area

PROPERTY MAINTENANCE AND GOOD HOUSEKEEPING

The Branch Manager will inform his senior manager of any repairs and maintenance required to keep the premises in good repair. If necessary, he will take immediate action at local level in cases of emergency.

He will also be responsible for the general cleanliness and tidiness of buildings, workrooms, wash places and toilets. This will be achieved by regular inspections by the Branch Manager or by a responsible person appointed by him and reporting to him.

He will also ensure that all personal protective equipment required by employees in the course of work will be available and used.

SUPERVISION OF TRAINEES AND YOUNG WORKERS

The Branch Manager will take particular care to see that young workers will be under the personal oversight of a skilled and competent person during their training.

WORKFORCE

In order that the Company can achieve these objectives, it is important that employees recognise their duty, whilst at work, to take reasonable care for the health and safety of themselves and of other persons. Employees should also co-operate fully with the Company or anyone else concerned, to ensure that their obligations are performed or complied with

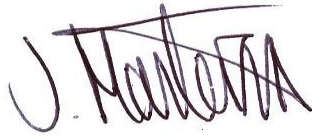
All employees of the Company agree, as a term of their contract of employment, to comply with their individual duties under the Health and Safety at Work Act 1974, and the Management of Health and Safety Regulations 1999 and other legislation's, and to generally co-operate with the Company so as to enable it to carry out its duties towards them. The attention of all employees is drawn to the attached safety rules and procedures, and employees should recognise that failure to comply with their health and safety duties and obligations can lead to dismissal from employment. In the case of serious breaches, such dismissal may be instant without prior warning.

PROVISION OF INFORMATION

The company will provide information and instruction as may be necessary to ensure the health & safety of its employees and others, and the promotion of awareness and understanding of health and safety throughout the workforce

POLICY

This policy has been prepared in furtherance of section 2(3) of the Health and Safety at Work Act 1974 and binds all staff. We request that our customers and visitors respect this policy, a copy of which can be obtained on demand.



Signed:

Jon Masterson - Director

Date:

25th February 2021

First Issued: 9th August 2002

Revised: June 2011

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