

### **Health & Safety Policy**

In accordance with the Health & Safety at Work Act 1974 it is the responsibility of the employer to secure the health, safety and welfare of all individuals within the workplace.

This extends to risks arising from all work related activities and covers employees and sub-contractors as well as the public where they may be affected by work related actions.

In addition, section 7 of the Act states that it is the duty of every Employee at work to take reasonable care of his/her own health and safety. This duty extends to the health and safety of those who may be affected by his/her acts and omissions.

As a result of these acts we have to bring to your attention the risks associated with the Manual Handling Operations Regulation 1992 and the Safe Use of Equipment Regulations 1998. These are explained in the risk assessments which are issued to every employee upon commencement of employment. These outline the hazards, risks and controls we have implemented to minimize the risk of accidents or injury.

All those persons working on any of our sites are required to be fully familiar with have read and understood all risk assessments, working procedures and company policy's relating to the work employed to undertake. This is a mandatory instruction.

Internal policies, procedures and legislation can and do change from time to time. As the company become aware of such changes affecting our operations, then updates will be made available to all employees. It is the employee's responsibility to ensure that they frequently monitor and check back to the company notice boards for any updates.

Employee's failing to comply with any of the company procedures, policies and instructions relating to Health and Safety will face disciplinary action being taken against them.

Lee Sheppard

Director – L Sheppard Group Ltd t/a Harpenden Skips



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