



# 1. HEALTH AND SAFETY POLICY

## 1.0 Introduction

In compliance with the requirement of Section 2 (3) of the Health and Safety at Work etc Act 1974, Hydro-Logic Ltd are effectively discharging its statutory duties by preparing a written health and safety policy.

A copy of the policy, which outlines the company's health and safety arrangements and organisational structure, is provided at the company premises along with a copy of the company's staff handbooks that must be read by all employees and any other interested person who may be affected by their work activities.

In order for Hydro-Logic Ltd to discharge its statutory duties, employees are required by law, to co-operate with the management in all matters concerning the health, safety and welfare of themselves and any other person who may be affected by their acts or omissions whilst at work.

The health and safety management system documents and records are kept in the Head Office at Bromyard and are available for inspection by any interested party upon reasonable request.

Hydro-Logic Ltd agrees that in order to ensure that the health and safety policy is sustained in an effective condition, it is essential that the information is up-to-date and accurate. It is the responsibility of the Health and Safety Director and the Health and Safety Advisor to liaise with health and safety consultants and to ensure that suitable revisions are made that reflect changes that have taken place. The consultants will advise on new and relevant legislation throughout the year and review all documentation on their annual audit. In addition the policy will be reviewed if accident reports or the findings of any management inspections raise concerns.

Hydro-Logic Ltd encourages all employees to inform their immediate superior of any areas of the health and safety policy that they feel are inadequate to ensure that the policy is maintained as a true working document.

1.01 Health and safety policy statement

The following is a statement of the company's general health and safety policy in accordance with section 2 of the Health and Safety at Work etc Act 1974.

It is the policy of Hydro-Logic Ltd to ensure so far as is reasonably practicable the health, safety and welfare of all of the employees working for the company or other persons who may be affected by our undertakings.

Hydro-Logic Ltd acknowledges that the key to successful health & safety management requires an effective policy, organisation and arrangements, which reflect the commitment of senior management. To sustain that commitment we will continually measure, monitor and revise where necessary an annual plan to ensure that health and safety standards are adequate.

The Health and Safety Director will implement the company's health and safety policy and recommend any changes to meet new circumstances. The instructions will then be carried out through the normal chain of management. The company recognises that successful health and safety management contributes to successful business performance and will allocate adequate finances and resources accordingly.

The management of Hydro-Logic Ltd looks upon the promotion of health and safety measures as a mutual objective for themselves and their employees at all levels. It is their policy to do all that is reasonably practicable to prevent personal injury and damage to property. Also the company aims to protect everyone, including all visitors and members of the public, insofar as they come into contact with the company or its activities, from any foreseeable hazard of danger.

All employees have duties under the Health and Safety at Work etc Act 1974 and they are informed of their personal responsibilities to take due care for the health and safety of themselves and to ensure that they do not endanger other persons by their acts or omissions. They are also informed that they must co-operate with the company in order that it can comply with the legal requirements placed upon it and in the implementation of this policy.

The company will ensure continued consultation with the workforce to enable all viewpoints and recommendations to be discussed at regular intervals.

The company will ensure a systematic approach to identifying hazards, assessing the risk, determining suitable and sufficient control measures and informing employees of the correct procedure.

The company will provide, so far as is reasonably practicable, safe places and systems of work, safe plant and machinery, safe handling of materials and substances, the provision of adequate safety equipment and ensure that appropriate information, instruction, training and supervision is given.

The company regards all health and safety legislation as the minimum standard and expects management to achieve their managerial targets without compromising health and safety.

Signed:



Position: Managing Director

This document to be reviewed at all board meetings. Date: 21<sup>st</sup> August 2006 Version:1.1