

# Health and Safety Policy

This is the statement of general policy and arrangements for:

**Connexion Developments Ltd**

Overall and final responsibility for health and safety is that of:

**Michael Freye – Director**

Day-to-day responsibility for ensuring this policy is put into practice is delegated to:

**Arron Wright – Warehouse**

Statement of general policy	Responsibility of	Action / Arrangements	
To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities	Arron Wright	Relevant risk assessments completed and actions arising out of those assessments implemented. (Risk assessments reviewed every year, or earlier if working habits or conditions change.)	
To provide adequate training to ensure employees are competent to do their work	Arron Wright	Staff and subcontractors given necessary health and safety induction and provided with appropriate training in regards to their relevant department (including working at height, display screen assessment, electrical safety, manual handling and use of company equipment) and personal protective equipment. We will ensure that suitable arrangements are in place to cover employees engaged in work remote from the main company site.	
To engage and consult with employees on day-to-day health and safety conditions and provide advice and supervision on occupational health	Michael Freye Arron Wright All staff	Staff routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required.	
To implement emergency procedures - evacuation in case of fire or other significant incident & complete Fire risk assessments on a 3 monthly basis.	Arron Wright	Escape routes well signed and kept clear at all times. Evacuation plans and fire alarms are tested from time to time and updated as necessary as well as dealing with any fire risk that may occur.	
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage / use of substances	Arron Wright	Toilets, washing facilities and drinking water provided. System in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects. relevant staff trained in safe handling/use of substances.	
Health and safety law poster is displayed:	by main entrance and in stores		
First-aid box and accident book are located: Accidents and ill health at work reported under RIDDOR: (Reporting of Injuries, Diseases and Dangerous Occurrences Regs) <a href="http://www.hse.gov.uk/riddor">www.hse.gov.uk/riddor</a> Tel: 0845 300 9923	In sales office above filing cabinets. Contact Michael Freye in the event of sickness or Graham Williams (First aider) in the event of an accident		
Signed: <i>Michael Freye</i>		Date:	18.01.2019
Subject to review, monitoring and revision by:	Arron Wright	Every:	12 months or sooner if work activity changes