

# HEALTH & SAFETY POLICY

## POLICY STATEMENT



Steve Vick International Ltd (SVI) fully recognises the duties placed upon it under the Health and Safety at Work etc. Act 1974 and all other relevant legislation. We are committed to ensuring it at least complies with the minimum requirements and wherever reasonably practicable shall exceed them. It also recognises the obligations it has to others with regard to its activities. SVI is committed to providing a safe and healthy working environment.

SVI recognises the duties it has to not only its staff, but also to trainees, customers, visitors and any others who may be affected by its activities and shall adopt the principle of zero tolerance with regard to accident prevention. This principle is underpinned by the acceptance of the organisation that no accident at work is acceptable.

### 1. Policy objectives

1.1. Health & Safety must be regarded as a mutual objective for management and employees at all levels. Therefore management will:

- Provide/maintain a safe, healthy working environment with safe access & egress
- Ensure the safety of staff who are mobile workers
- Provide safety training, information and instruction as required for all employees, trainees and visitors etc., as appropriate.
- Provide all necessary safety devices, protective equipment & supervise their use
- Maintain a constant and continuing improvement in all aspects of safety, in particular by introducing and monitoring safety procedures.
- Consult employees on matters relating to workplace health, safety and welfare, development and review of policy and procedures through safety committees established throughout the organisation.
- Communicate relevant health and safety information through Management meetings, Quarterly QSHE Meetings, Staff notice boards in the workplace and the internal toolbox talks.

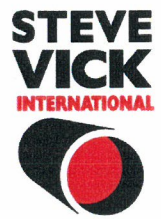
2.2. Staff have a duty to co-operate fully in the operation of this Policy by:

- Working safely and efficiently, complying with any instruction, information & training in accordance with all procedures and statutory obligations.
- Immediately reporting incidents (including accidents, near misses, which have resulted in, or may lead to injury).
- Assisting with the investigation of accidents and aiding the introduction of measures to prevent a recurrence.



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### 3. Policy Implementation

- 3.1. The organisation has appointed a Director & Manager Responsible for Health and Safety who will ensure continual strategic direction with regard to health, safety and welfare in SVI.
- 3.2. The QSHE Manager shall maintain the safety management system and ensure processes are in place for its continual improvement.
- 3.3. Departmental managers / team leaders are responsible for implementation and operation of the safety management system in their departments and will be accountable to the Operations Director responsible for health and safety. Managers / team leaders will be supported in this function by the QSHE Manager.
- 3.4. The Integrated Management System will give further guidance on the organisation and arrangements for putting into effects this policy.
- 3.5. This policy shall be reviewed whenever circumstances require it such as changes to legislation or activities and at least annually.
- 3.6. This policy shall be issued to all new members of staff during induction. It will also be made available on safety notice boards as well as to all other interested parties through the SVI web site.

### 4. AUTHORISATION

A handwritten signature in blue ink, appearing to read 'Sean Noonan', with a long horizontal line extending to the right.

Sean Noonan  
Operations Director

Date 30<sup>th</sup> May 2023  
Issue 11

