

1. Introduction

- 1.1 <<Insert Company Name>> ("the Business") recognises and accepts its responsibilities for the Health and Safety at Work etc. Act 1974 including the responsibilities of the Business and its employees.
 - 1.1.1 provide and maintain safe places of work wherever the site is located.
 - 1.1.2 provide information, instruction, training and supervision to allow works to be carried out safely.
 - 1.1.3 provide and maintain safe systems of work and ensure that safe systems of work are adopted.
 - 1.1.4 ensure safe working conditions in all places of work.
 - 1.1.5 work to prevent work-related ill health.

2. General Health and Safety Policy

- 2.1 The Management of the Business is committed to achieving the highest standards of health and safety through monitoring performance and continuous improvement and safety culture throughout the organisation.
- 2.2 The <<Directors/Partners>> are committed to complying with the requirements of the Health and Safety at Work Regulations 1999, Construction (Design and Management) Regulations 2015 (CDM), and any other Regulations relating to the Business' work activities – Plumbing.
- 2.3 Through our stated policy, the Business is committed to achieve the highest standards of health and safety.
- 2.4 If the Business is a Contractor under CDM 2015, the Directors:
 - 2.4.1 will ensure that the Business is the Principal Designer
 - 2.4.2 will ensure a Construction Phase Health & Safety Plan is in place
 - 2.4.3 will ensure that all duty holders to ensure the safety of all on site
 - 2.4.4 will ensure that facilities are in place and are maintained throughout the works
- 2.5 Copies of this policy will be provided to all employees of the Business and other interested parties.

3. Directors' Duties:

- 3.1 The <<Directors/Partners>> have at least basic knowledge and understanding of the Health and Safety at Work etc. Act 1974 and its

- associated Regulations and Code of Practice.
- 3.2 The <<Directors/Partners/Proprietor>> has the ultimate responsibility for health, safety and welfare of the Business. The overall responsibility for health and safety lies with the <<Insert Name>>. [<<Insert Name>> is responsible for day to day control of the Business issues.]
- 3.3 It will be the responsibility of the <<Directors/Partners/Proprietor>> to keep all employees advised of their responsibilities in respect of health and safety matters.
- 3.4 The Management will ensure that 'suitable and sufficient' risk assessments are carried out to identify the hazards inherent in the building industry, and that measures are in place to prevent dangerous occurrences, or injury to persons or property occurring.
- 3.5 The Management will ensure that the work done by the Business does not pose a risk to the health or safety of members of the public including clients.
- 3.6 When working in or near the Business, the <<Directors/Partners/Proprietor>> will ensure that all employees are made aware of the need to minimise any hazards.
- 3.7 In order to protect the health and safety of members of the Business, the <<Directors/Partners/Proprietor>> will ensure that:
- 3.7.1 Take reasonable steps to protect themselves with the hazards and risks associated with their core work activities, and with the Business to eliminate or control those risks.
 - 3.7.2 Establish procedures for dealing with emergencies on site.
 - 3.7.3 Appoint a competent person to assist them in their duties.
 - 3.7.4 Ensure that employees receive sufficient training and information so that they can carry out their duties safely and competently. Ensure that adequate facilities are available for this purpose.
 - 3.7.5 Before entrusting work to employees, take into account their capabilities and ensure that suitable Risk Assessment is carried out for any hazardous activity.
 - 3.7.6 Ensure that any equipment (where used) are assessed for their compliance with health and safety.
 - 3.7.7 Initiate the training of the Health and Safety Policy and ensure that all employees and where relevant, contractors are aware of the business.
 - 3.7.8 Ensure that any work carried out by direct or sub contract carry out the health and safety instructions related to them.
 - 3.7.9 Ensure the Business is monitored and take action to remedy any deficiencies.
 - 3.7.10 Ensure that adequate first aid facilities are provided for welfare facilities and that they are maintained.
 - 3.7.11 Ensure that adequate information is provided to employees, and that

4. **Health and Safety Director**

- 4.1 To ensure that all employees, Supervisors and Staff >> and where relevant, sub-contractors are aware of their individual Health and Safety responsibilities.
- 4.2 To report to the other members of the Management Team, Supervisors and Staff >> on all matters relating to safety, including training requirements and updates in directives or legislation.
- 4.3 To initiate and/or recommend changes to the policy as and when necessary, developments and amendments.
- 4.4 To monitor the effectiveness of the Business' Policies for Health, Safety and Welfare against the requirements of the Business, and report to the management accordingly.
- 4.5 To inform the Health and Safety Director of all notifiable accidents. Investigate any accidents, incidents and near misses and recommend means of preventing re-occurrence.
- 4.6 To arrange appropriate training for employees and where appropriate for sub-contractors.
- 4.7 [To create and maintain a safe working environment for all staff.]
- 4.8 [To carry out Risk Assessment, COSHH, Noise, Manual Handling etc. where appropriate, and take appropriate action as needed.]
- 4.9 To promote an intelligent attitude towards Health and Safety matters throughout the Business.

This policy will be reviewed annually or when there is a change in circumstances, in work practices or the introduction of new equipment.

Name: <<Insert Full Name>>
Position: <<Insert Position>>
Date: <<Date>>
Signature:

Employee's Duties:

- Employees, Supervisors and Staff >> and where relevant, sub-contractors are aware of their individual Health and Safety responsibilities.
- Employees, Supervisors and Staff >> on all matters relating to safety, including training requirements and updates in directives or legislation.
- Employees, Supervisors and Staff >> on all matters relating to safety, including training requirements and updates in directives or legislation.
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