

## 1. Introduction

- 1.1 This Health & Safety Policy applies to all properties owned by the Company.
- 1.2 The Company recognises its responsibilities to all tenants and users of the premises under the Health and Safety at Work etc. Act 1974.

## 2. General Principles

The Company will ensure that:

- 2.1 at the beginning of the tenancy the premises is free from hazards that might be detrimental to the health or safety;
- 2.2 any common/shared areas are properly maintained and do not pose hazards to the safety of the tenants or other building users;
- 2.3 any furnishings supplied meet current fire safety standards as per the Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended).

## 3. Utilities – Gas and Electricity

The Company will ensure that:

- 3.1 all gas equipment is installed by a Gas Safe registered engineer;
- 3.2 if under a lease agreement, all work on gas appliances is carried out by a Gas Safe registered engineer and a full annual gas safety check on each appliance is carried out;
- 3.3 if under a lease agreement, all electrical work is carried out by a competent person. For example, sockets and light fittings are tested at intervals no longer than 5 years. For the Company, the same are tested at intervals no longer than 5 years by a Competent Person (currently 17<sup>th</sup> Edition NICEIC).

## 4. Fire Safety

The Company will ensure that:

- 4.1 a Fire Risk Assessment is carried out annually on the common areas of the building by a competent person;
- 4.2 all escape routes and exits are clearly marked and maintained at all times;
- 4.3 an automatic detection system including emergency lighting is installed in the building.

- installed as per the manufacturer's instructions; BS5839-1:2013, and BS9999:2008;
- 4.4 the alarms in the building are tested weekly and records kept; and
- 4.5 the alarm system is serviced by a competent person/organisation. The building is serviced at intervals no greater than 6 months.

## 5. Water Safety (Legionella)

The Company will ensure:

- 5.1 flushing out the system before letting the property if it has been vacant for any significant period;
- 5.2 action is taken to access the parts of the system within the Company's control (e.g. hot water tanks, where fitted, have a tight fitting lid);
- 5.3 control parameters are monitored (e.g. temperature of the hot water cylinder (calorifier) to ensure it is above 60°C); and
- 5.4 any redundant pipe work is removed to prevent water stagnating.

## 6. Asbestos

The Company will ensure:

- 6.1 an Asbestos Survey is carried out on the premises and any Asbestos Containing Materials are identified, as such and their location and condition logged in the Register;
- 6.2 the Register will be kept up to date by contractors before they start any works authorised by the Company;
- 6.3 no works will be carried out on or near ACM without the approval of half of the Company on locations where an assessment being done beforehand;
- 6.4 no ACM will be left in place where it is within the Company's control where they may become a hazard.

This policy will be reviewed annually or if there is a change in legislation.

**Landlord  
Name:**

**Date:**

**Signature:**