



## **Health & Safety Policy: Statement of Intent**

Calstan LTD (hereafter known as the company) is committed to ensuring the Health, Safety and Welfare of its employees, so far as is reasonably practicable. The company is also committed to providing sufficient resources to carry out the policy arrangements and strive for continual improvement in safety performance behaviour as far as reasonably practical by setting and monitoring our safety objectives and re-educating unsafe behaviours. All accidents and injuries which occur at work (however minor) must be reported to the nominated health and safety officer or most senior member of staff available.

The company also accepts its responsibility for other persons who may be affected by its activities such as the public and other visitors and will take steps to ensure that statutory duties are met at all times. The company considers that its legal obligation to provide a safe working and public environment is complimented by an equally important moral obligation. It will strive not only to comply with all relevant legislation, but also to promote and maintain an environment that is safe at all times. The company's commitment to all existing and future regulations will apply with consideration to the financial implications, balanced against degree of risk. Where the company employs contractors to work it will undertake to ensure the safety measures of contractors are in keeping with its own.

Company health and safety management aims to manage all risks to provide a safe working environment for staff, and better customer care and protection against loss or damage. An important part of the company's obligations is to carry out a comprehensive programme of risk assessment. All people involved within the company business are expected to contribute to and co-operate with these assessments, and to ensure that necessary actions are taken as a result of them.

### **Management and Supervision Responsibility**

Each employee will be given such information, instruction and training as is necessary to enable the safe performance of work activities. Adequate facilities and arrangements will be maintained to enable employees and their representatives to raise issues of health and safety. It is the managers duty to work closely with staff to produce a positive open-door culture amongst staff and to ensure that all processes and systems of work are designed to take account of health and safety. Competent people will be appointed to assist the company in meeting its statutory duties and to this end the company has appointed accredited occupational safety practitioners from outside the organisation to provide expert advice, training and audit.

### **Employees' Responsibility**

Every employee or subcontractor (with acquired stator rights and/or duties) must co-operate with the Company to enable all statutory duties to be complied with. The successful implementation of this policy required total commitment from each level of employee. Under the Health and Safety at Work etc Act 1974, each individual has a legal obligation to take reasonable care for his or her own health and safety and for the safety of other people who may be affected by his or her acts or omissions.

### **Review**

This policy will be regularly monitored to ensure that the objectives are achieved. It will be reviewed at least annually and, if necessary, revised in the light of legislative or organisational changes.

A handwritten signature in black ink, appearing to read 'Lisa Purvey', is written over a horizontal line.

Lisa Purvey  
Signed on behalf of the Board of Directors

Date : 1 . 1 . 20 .