

HEALTH AND SAFETY POLICY

Person Responsible:	Mark Francis
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Approved By:	Lisa Purvey
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Date of Issue	Revision Comments	Revision
11/07/2024	General Update	06
Approved By: Lisa Purvey		
Position: Managing Director		
Signed:	Date:	

Health & Safety is regarded as an extremely important priority for the company.

Calstan Mechanical (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.

The leadership team is committed, through engagement with the workforce, to create a safe work environment, we are committed to continuous safety culture development, promoting health and well-being for our staff and contractors, with an aim to eliminate accidents occurring in the course of our work activities.

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. We will seek out un-safe behaviours and re-educate staff involved as appropriate.

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.

It is our policy that all reasonably practicable steps will be taken to provide safe and healthy working conditions, and that the health, safety and welfare of our employees, sub-contractors, and members of the general public are protected at all times.

The Health and Safety at Work Act and all relevant regulations are to be complied with at all times and all employees should contribute towards making work areas as safe as possible by continually appraising working practices and ensuring that the safest possible methods are adopted.

The Company Directors and leadership team recognise the company's responsibilities for ensuring the health, safety and welfare of employees whilst at work in both our railway and non-railway operations, and our duty of care towards others who may be affected by our undertakings.

We are committed to an open approach to reporting safety issues and treating those that speak up in a fair and consistent way, we have arrangements in place for reporting safety issues including 'Close Call' reporting systems and 'Work Safe' Policies.

Calstan Mechanical Health and Safety policy calls for continuous improvement in our Health and Safety Management Systems and work activities, the business will be conducted according to the following principals:

- Comply with all applicable laws and regulations, and other voluntary requirements which apply.
- Provide an effective and continually improving health and safety management system that works towards the requirements of ISO 45001.
- Follow a concept of continuous improvement and make best use of its management resources in all matters of Health and Safety.
- Communicate our objectives and performance against these objectives throughout the organisation, and to interested parties with the intent of achieving year-on-year improvement.
- Identify hazards, assess risks and, where reasonably practicable, eliminate or reduce risk to an acceptable level.
- Consult with and encourage participation from our workforce.
- Facilitate the sharing of knowledge and lessons learned, both internally and externally.
- Adopt a forward-looking view on future business decisions that may have Health and Safety consequences.
- Train our staff in the needs and responsibilities of Health and Safety management.
- Support all those who refuse to undertake work on the grounds of Health and Safety
- Review and acknowledge all 'Close Calls' and take appropriate action to resolve them

In particular we will, so far as is reasonably practicable, provide and maintain:

- Plant, equipment and systems of work that are safe and without risk to health, safety and welfare.
- Safe arrangements for the use, handling, storage and transportation of articles and substances.
- Sufficient information, instruction, training and supervision to enable employees to avoid hazards at work, and to contribute positively to the health, safety and welfare of themselves and others.
- A safe place of work and safe means of access and egress.
- A safe and healthy working environment.
- Adequate welfare facilities.
- Ensures the policy is monitored in the workplace.

We will make available all necessary safety devices and protective equipment. The company will maintain a constant and continuing interest in all health, safety and welfare matters applicable to Calstan Mechanical Ltd and for the environment in which we work.

Management, supervisory staff and any other employees who authorise work to be carried out at any time, are responsible for ensuring that adequate health, safety and welfare facilities are made available and implemented.

Employees' Responsibility

Every employee or subcontractor (with acquired statutory 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 their safety and for the safety of other people who may be affected by their acts or omissions. They are also obliged to co-operate with their employer in respect of matters concerning health and safety. The involvement and co-operation of employees at all levels is essential for the effective implementation of this policy and the company is committed to consultation with and participation of workers and workers' representatives.

This policy will be revised, when necessary to take into account new or changing legislation, our voluntary commitments and obligations, and following any lessons learnt from Accidents, Incidents, Close Calls or Near-misses.

It will be the responsibility of all employees and those of our supply chain partners to implement the requirements of this policy by adhering to the procedures and guidance documents contained within the Company Management System.

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.