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Health and Safety at Work etc Act 1974 This is the Health and Safety Policy Statement of Herts EV Specialists Ltd.

Our statement of general policy is:

- to provide adequate control of the health and safety risks arising from our work activities;
 - to consult with our employees on matters affecting their health and safety;
 - to provide and maintain safe plant and equipment;
 - to ensure safe handling and use of substances;
 - to provide information, instruction and supervision for employees;
- to ensure all employees are competent to do their tasks, and to give them adequate training;
 - to prevent accidents and cases of work-related ill health;
 - to maintain safe and healthy working conditions; and
 - to review and revise this policy as necessary at regular intervals.

Signed - Liam McDonald

Date - 06/10/2022

Review Date – 06/04/2023





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Responsibilities

- 1. Overall and final responsibility is that of Liam McDonald (Director)
- 2. Day to day responsibility for ensuring this policy is put into practise is delegated to *Liam McDonald*
- 3. To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:
- Liam McDonald RAMS
- Liam McDonald Deliver task briefings to all supervisors
- Liam McDonald/Luke King deliver task briefings on site
- Liam McDonald/Luke King RAMS sign offs on site
- Liam McDonald PAT testing/register of all plant
- Liam McDonald provision of PPE to all operatives where necessary
- Luke King site supervision
- Liam McDonald Scaffold tower construction and maintenance
- Liam McDonald Use of MEWPs
- 4. All employees have to:
- Co-operate with supervisors and managers on health and safety matters
- Not interfere with anything provided to safeguard their health and safety
- Take reasonable care of their own health and safety
- Report all health and safety concerns to an appropriate person (as detailed in this policy statement)







Arrangements

Health and safety risks arising from our work activities.

- 1. Risk assessments will be undertaken by Liam McDonald
- 2. The findings of the risk assessments will be reported to *Liam McDonald*
- 3. Action to remove/control risks will be approved by Liam McDonald
- 4. *Liam McDonald* will be responsible for ensuring the action required is implemented
- 5. *Liam McDonald* will check that the implemented actions have removed/reduced the risks.
- 6. Assessments will be reviewed every 3 months or when the work activity changes, whichever is soonest.

Consultation with employees

Employee representative(s) are - Liam McDonald

- Consultation with employees is provided by regular phone calls between *Liam McDonald* and employees. Group meetings and private meetings are held and monthly Q & As are held, so that everyone can express opinions/concerns about and improvements that could be made.







Arrangements

Safe Plant and Equipment

- 1. *Liam McDonald* will be responsible for identifying all equipment/plant needing maintenance
- 2. *Liam McDonald* will be responsible for ensuring effective maintenance procedures are drawn up
- 3. *Liam McDonald* will be responsible for ensuring that all identified maintenance is implemented
- 4. Any problems found with plabt/equipment should be reported to *Liam McDonald*
- 5. *Liam McDonald* will check that new plant and equipment meets health and safety standards before it is purchased

Safe Handling and Use of Substances

- 1. *Liam McDonald* will be responsible for identifying all substances which need a COSHH assessment
- 2. *Liam McDonald* will be responsible for undertaking COSHH assessments
- 3. *Liam McDonald* will be responsible for ensuring that all actions identified in the assessments are implemented
- 4. *Liam McDonald* will be responsible for ensuring that all relevant employees are informed about the COSHH assessments
- 5. *Liam McDonald* will check that new substances can be used safely before they are purchased





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6. Assessments will be reviewed every 3 months or when the work activity changes, whichever is soonest

Information, Instruction and Supervision

- 1. The health and safety law poster is displayed/leaflets are issued by *Liam McDonald*
- 2. Health and safety advice is available from *Liam McDonald* or Herts EV Specialists Ltd online CHAS portal
- 3. Supervision of young workers/trainees will be arranged/undertaken/monitored by *Liam McDonald/Luke King*
- 4. *Liam McDonald* is responsible for ensuring that our employees working at locations under the control of other emplyees, are given relevant health and safety information

Competency For Tasks and Training

- 1. Induction training for all employees will be provided by *Liam McDonald*
- 2. Job specific training will be provided by Liam McDonald
- 3. Specific jobs requiring special training are:
- Working at height (scaffold towers, MEWPs)
- Working with electricity (training required for multiple areas)
- Manual handling
- Working in confined spaces
- Working near ACMs
- Site supervision
- Working on or near public highways
- 4. Training records are kept online by Liam McDonald
- 5. Training will be identified, arranged and monitored by *Liam McDonald*





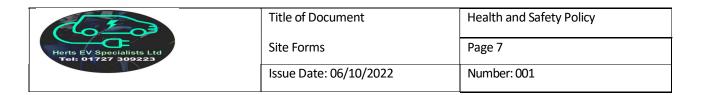
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Accidents, First Aid and Work-related III Health

- 1. Health surveillance is required for employees doing the following jobs
- Working near asbestos
- Working near any allergens
- Working with or near certain chemicals
- Working near lead
- Working areas with a lot of noise
- 2. Health surveillance will be arranged by Liam McDonald
- 3. Health surveillance records will be kept by Liam McDonald
- 4. First aid boxes are issued to employees to keep in the van and always have on site during working hours
- 5. The appointed person is *Liam McDonald*
- 6. All accidents and cases or work-related ill health are to be recorded in the accident book. The book is kept by *Liam McDonald*
- 7. *Liam McDonald* is responsible for reporting accidents, diseases and dangerous occurrences to the enforcing authority.







Monitoring

- 1. To check our working conditions, and ensure our safe working practices are being followed, we will:
- Have regular meetings to discuss any changes that need to be implemented
- Monitor employees' attitude towards health and safety on site
- Provide necessary PPE to each task
- Ensure all emplyoees have read and signed all RAMS before starting work
- Ensure daily task briefing s are carried out on site by mangers/supervisors
- 2. Liam McDonald is responsible for investigating accidents
- 3. *Liam McDonald* is responsible for investigating work-related causes of sickness absences
- 4. *Liam McDonald* is responsible for acting on investigation findings to prevent a recurrence



