

	<b>Health &amp; Safety Policy</b>				Ref: No	IMS 16b
	Issued by	N Moore	Date	14/03/2022	Revision	4

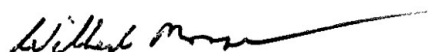
- This is the statement of general policy and arrangements for **Moore Concrete Products Ltd.**
- Overall and final accountability for health and safety is that of **Wilbert Moore, Managing Director.**
- Day-today responsibility for ensuring the Policy is put into practice is delegated to Management; **Unit Leaders; Line Managers; Team Leaders; H&S Advisor; HR Officer.**

STATEMENT OF GENERAL POLICY	RESPONSIBILITY OF: Name/Title	ACTION/ARRANGEMENTS
To provide and maintain a safe place of work, safe systems of work, safe equipment and a healthy and safe working environment.	<ul style="list-style-type: none"> <li>Managing Director.</li> </ul>	<ul style="list-style-type: none"> <li>Welfare facilities provided.</li> <li>Systems in place for routine inspections and testing of equipment, plant and machinery. Actions for repairs or defects are addressed through Maintenance team.</li> <li>RAMS completed and information conveyed to relevant workers.</li> <li>COSHH assessments completed and information conveyed to relevant employees. Staff trained in safe handling/use of substances.</li> </ul>
To ensure significant hazards are identified and risk assessed.	<ul style="list-style-type: none"> <li>Unit Leaders / Team Leaders responsible for their own areas.</li> <li>Supported by H &amp; S Advisor and HR Team</li> </ul>	<ul style="list-style-type: none"> <li>Suitable and sufficient risk assessments completed and any actions arising out of those assessments implemented. RAMS reviewed annually or if there are significant changes.</li> </ul>
To provide information, instruction and training as is necessary to ensure employees and others are assured of a safe and health working environment.	<ul style="list-style-type: none"> <li>Management as above</li> </ul>	<ul style="list-style-type: none"> <li>Staff and subcontractors given necessary health &amp; safety induction. Staff provided with appropriate on-the-job training and statutory training.</li> </ul>
The promotion of health & safety awareness and encouraging best practice throughout our business.	<ul style="list-style-type: none"> <li>H &amp; S Advisor and HR Team</li> <li>Management as above to promote H&amp;S awareness in their own areas.</li> </ul>	<ul style="list-style-type: none"> <li>Health &amp; Safety is the Company's no.1 priority. H&amp;S communicated through management meetings, toolbox talks, training, noticeboards etc. Accidents/incidents reported promptly and any corrective actions taken.</li> </ul>
To ensure we are taking the appropriate protective and preventative measures necessary.	<ul style="list-style-type: none"> <li>Unit Leaders.</li> <li>H &amp; S Advisor.</li> </ul>	<ul style="list-style-type: none"> <li>Through risk assessments, routine maintenance, audits and other aspects of the Integrated Management System (IMS).</li> </ul>
<a href="#">Make arrangements to ensure SFAIRP the safe manufacture, handling, storage and transport of</a> items	<ul style="list-style-type: none"> <li>Management as above</li> </ul>	<ul style="list-style-type: none"> <li>Staff trained in safe manufacture, handling and transport of items. Storage facilities provided and housekeeping audited monthly.</li> </ul>
Ensuring that we have access to competent advice and are able to secure compliance with our statutory duties.	<ul style="list-style-type: none"> <li>H &amp; S Advisor.</li> </ul>	<ul style="list-style-type: none"> <li>HSA ensures IMS complies with statutory regulations.</li> </ul>
Health and safety will be managed through the Integrated	<ul style="list-style-type: none"> <li>H &amp; S Advisor and HR Team</li> </ul>	<ul style="list-style-type: none"> <li>Systems in place to arrange for H&amp;S through IMS. IMS audited</li> </ul>

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Management System (IMS).		externally twice per year and any arising actions completed. System reviewed and updated regularly.	
Health & Safety poster is displayed:	Statutory Noticeboard in Factory 2		
First Aid boxes are located:	First Aid room (Office), Unit Leaders Office (factory 2), Batching Control Room (factory 4), Welding Shed (factory 1), Joiners Workshop (factory 7) and Company vehicles.		
Accidents and ill health at work reported to:	▪ H & S Advisor.		
Subject to review, monitoring and revision by:	▪ H & S Advisor	Every:	12 months or if there are significant changes

**Signed:**



**Wilbert Moore**  
Managing Director

**Date:** 14/03/2022