**POLICY STATEMENT**

**(Under 5 employees)**

The following Statement is a declaration of commitment for ---------------------------------

It is the policy and objective of ---------------------to ensure the health, safety and welfare of all employees and of those who may be affected by our undertakings.

------------------ acknowledges the key to successful health and safety management requires an effective policy, organisation and arrangements, which reflect the commitment of senior management.

------------------ is committed to good working practice and continual improvement, particularly in the respect of health safety and welfare. We will endeavour to take a proactive approach to reduce workplace incidents, accidents, dangerous occurrence and hazards to safety or health.

**The company will, as far as is reasonably practicable:**

* Provide adequate resources and finance to ensure the health, safety and welfare of employees.
* Provide and maintain suitable and safe plant and equipment.
* Ensure means of safe access and egress for employees at their place of work.
* Provide and maintain a safe and healthy working environment and adequate welfare facilities.
* Provide or arrange for appropriate information, instruction, training and supervision, to ensure employees are fully competent in the tasks they undertake.
* Implement safe systems of work.
* Conduct and record risk assessments and controls in all areas where potential hazards may exist.
* Appoint a competent person to coordinate Health and Safety matters and provide such resources and competent technical advice as necessary to enable all employees to meet their responsibilities.
* Consult employees on matters relating to their health, safety or welfare at work.
* Actively seek to prevent accidents and cases of work-related ill health.

The Directors of ------------------ give full backing to this policy and fully support any persons implementing it.

Everyone with managerial responsibility must recognise and accept responsibility for health and safety in all area(s) under their control and employees for whom they are responsible.

All employees have a duty to cooperate with the organisation in the implementation of this policy and are reminded of their duty under **Section 7 and 8 of the Health and Safety at Work Act.**

As a minimum, this Policy will be reviewed on an annual basis, or upon any changes within the company or legislation, which affects the adequacy of this policy.

Detail of any such changes, will be communicated to employees as necessary.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Managing Director / Chief Executive Officer Review Date: \_\_\_\_\_\_\_\_\_\_\_\_