

Health and Safety Policy – 2022



Introduction

Westwood Technical Limited is committed to ensuring the health, safety and welfare of its employees along with any others who may be affected by our activities. We will take all practical steps to comply with our statutory obligations, to promote a positive health and safety culture throughout our organisation and to create a work environment that promotes wellbeing. We view this as imperative to our responsibility as a business.

It is the responsibility of the management team and all employees to understand and apply this policy, associated procedures, practices, and to maintain our high standards and reputation. Westwood Technical's management team will ensure that the company complies with all health & safety legislation, including the Health and Safety at Works Act (1974). All employees and visitors can expect that Westwood Technical has made the necessary arrangements to ensure a safe and healthy environment in the workplace.

Policy

The following points outline the key aspects of this policy:

1. **Application.** This policy applies to all persons working for us or on our behalf in any capacity, including employees at all levels, directors, managers, contractors etc.
2. **Provisions.** Westwood ensures the following:
 - Adequate control of the health and safety risks arising from our activities, primarily through risk assessments and safe systems of work.
 - Maintaining the workplace in a safe condition, including safe access and egress.
 - Adequate facilities and arrangements for welfare at work.
 - Suitable equipment, properly maintained with appropriate safety devices installed where applicable.
 - Information, instructions, training and supervision as is necessary to all employees.
 - Maintaining arrangements for emergency response including fire and medical emergencies.
 - All incidences of injury and work-related ill-health will be investigated.
3. **Communication.** This policy is communicated to all employees and contractors to ensure compliance. Westwood consults with staff on health and safety matters, via team meetings, notice boards, and email bulletins.



Enforcement

Westwood enforces this policy in the following ways:

1. Communicate and provide a copy of this policy to all employees and contractors.
2. Explain that all employees and contractors are expected to work in full compliance with this policy.
3. Explain that all employees and contractors in addition to the stipulations of this policy personally have a responsibility to the health and safety of themselves and others working with them.
4. Encourage open communication and for both employees or contractors to point out any unsafe working habits or improvements to this policy or company processes to ensure a better standard of health and safety.
5. Any employee or contractor found to be in breach of this policy may face disciplinary action or dismissal dependant on the extent of the offense.
6. Regularly review this policy and any controls to ensure it is enforced properly.

The Company recognises its duty to protect the health and safety of all visitors to the Company, including contractors, temporary workers, and members of the public who might be affected by the Company's work operations.

This policy will be drawn to the attention of all new employees as part of their induction. It is the duty of each employee to take reasonable care of their own and other people's health, safety and welfare; to familiarise themselves with, and implement company procedures; and to report any shortcomings in the arrangements.

It is the responsibility of the management team to monitor the effective implementation of this policy and ensure that adequate resources are provided.

This Health and Safety Policy Statement and the documents which support it, will be reviewed at least annually and when there have been changes in the organisation or the activities of the Company.

Andy Ridge
Operations Director