



Policy Health and Safety

Revision: 5

Document Number: OPT 001

PART 1: HEALTH & SAFETY POLICY STATEMENT

As required under section 2 (3) of the Health & Safety at Work Act 1974

AIM

The function of the Health & Safety policy is to ensure that the responsibility has been adequately discharged - **creating accountability** - which is the primary route for a successful Health & Safety culture within the company.

GENERAL POLICY

- It is the policy of Options Energy Group Limited to take all reasonable measures, including adequate resources, to ensure the health, safety and welfare of all employees, sub-contractors and agency workers, and to include visitors to our worksites and depots. These measures will also be aimed at members of the general public who may be affected by the company's operations.
- It is for the Management Team within the company, so far as is reasonably practicable, to provide working conditions which are safe and to ensure prevention of injury and ill-health.
- The employees, sub-contractors and agency workers must understand however that they are to co-operate with the employer so far as is necessary to enable the employer to comply with his duties under the Health and Safety at Work Act 1974.
- The company will maintain close liaisons with clients, suppliers, sub-contractors, HSE and other authoritative bodies to ensure, so far as is reasonably practicable, that the procedures and practices are continually improving and compliant with current legislation.
- Every reasonable effort will be made to promote amongst the Options Energy Group Limited workforce a genuine awareness of Health & Safety matters, so as to create an understanding of the importance of safe working practices.
- The Options Energy Group Limited workforce will be encouraged to involve themselves in the safety activities and the reporting of unsafe conditions or practices.
- Options Energy Group Limited will establish and maintain appropriate documented procedures which will define responsibility and accountability at all levels throughout the company.
- The appointed Safety Advisor will provide information and guidance on all Health & Safety matters and ensure safe working systems are put in place and maintained.



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- Investigations will be carried out on all incidents, accidents and dangerous occurrences, reports written and recommendations made relating to improved methods and procedures, where required.
- An organisation with clearly defined responsibilities will be developed which actively supports risk management and includes involvement from the entire company workforce.
- Copies of this policy will be displayed on all notice boards to bring to the attention of employees and all persons working for the organisation, the importance of the progressive Health & Safety culture within the company.
- This policy will be reviewed every twelve months to ensure it meets the requirements of any acts, regulations, codes of practice which are relevant to the company business.

SIGNED: -

John Flannery

Date: 06/01/2020

SIGNED: -

Steve Wignall

Date: 06/01/2020