



ELECTRICAL+MECHANICAL SERVICES

### **Padgate Services Health & Safety Policy**

Health and safety is essential to working life and is at the heart of providing a professional engineering service to our customers. It is our aim to always adopt the safest working practices, safeguarding ourselves, our employees and those that we work with. This approach is designed to help prevent injury and losses, which is in the best interests of our employees and their families, as well as vital to the Company's efficiency and long-term success.

Padgate Services will provide and maintain safe and healthy working conditions, equipment and systems of work for all our employees and will provide such information, training and supervision as required to achieve these outcomes.

As Padgate Services frequently provides engineering services on customers' sites, we will ensure that we not only comply with our policy, but also with the health and safety requirements of our customers' businesses. This includes, but is not limited to, wearing required PPE, following required work processes and challenging any inappropriate behaviour which could lead to health and safety incidents.

Critical to the safest working practices is an open and pro-active safety culture. We encourage employees to challenge unsafe behaviours or practices wherever they see them and to highlight near misses so that lessons can be learned before more serious incidents occur. We strongly encourage our employees to raise any safety concerns that they may have and to ensure that they always risk assess their activities before undertaking them. If any employee feels unsafe, they should stop what they are doing and seek advice before continuing.

To support this pro-active safety culture, the company aims to:

1. Ensure that all employees are fully aware, through communication and training, of their own individual responsibilities for health and safety and of the safety rules and procedures applicable to their individual roles.
2. Communicate safety information regularly and pro-actively and encourage the reporting of near misses and lessons learnt.
3. Ensure that all legal safety requirements are met and where possible best practice procedures are followed.
4. Ensure that new working environments, methods, machinery and procedures are reviewed to identify potential hazards, so that protective measures can be put in place.
5. Provide prevention measures, such as fire extinguishers, in appropriate company locations.

The Company Directors have overall responsibility for health and safety matters, however, every employee is encouraged to act as safety as possible and to have a keen regard for the safety of themselves and the colleagues that they work with. Deliberate neglect of health and safety requirements will be regarded as a serious disciplinary matter.

To ensure that this policy continues to be relevant and appropriate, it will be reviewed regularly and at a minimum, on an annual basis.

Wayne and Sarah Thorp, June 2017,

**On behalf of Padgate Services Limited.**