

Health & Safety Policy

This is the statement of general policy arrangements for:	Silvester Norton LLP
Overall and final responsibility for Health & Safety	Matthew Wilson
Day to day responsibility for ensuring this policy	Matthew Wilson & Mark Bullard

Statement of general policy	Responsibility of	Action / Arrangements
Prevent accidents and cases of work related ill health by managing the health and safety risks in the workplace	Matthew Wilson	Task specific risk assessments undertaken to ensure a safe working environment before work can commence
Provide clear instructions and information, and adequate training, to ensure employees are competent to do their work	Matthew Wilson	Full training and competency checks are performed regularly on staff and contractors and kept on record, including excavator competencies and working in confined space. We will ensure suitable arrangements are in place to cover employees who work in the field
Engage and consult with employees on day to day health and safety conditions	Matthew Wilson	Staff routinely consult on health and safety matters as they arise but also formally if required.
Implement emergency procedures	Matthew Wilson	Full training is provided for staff working in an open excavation and shoring is used regularly to ensure a safe working environment. Lone working is not permitted by employees. A second man will be on hand to ensure the safe exit in the event of a collapse wall.
Maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances.	Matthew Wilson	Toilets and washing facilities are often provided by the site location. When this is not the case alternative options are highlighted within the risk assessment and arranged on a case by location basis. Systems in place to ensure the routine inspections and testing of equipment and machinery and for ensuring that action is taken to address any defects.

Signed:

Print: Matthew Wilson
Date: 08-Jul-19

Health & Safety Poster is displayed	Silvester Norton Hub, Container Wall
First Aid boxes are located:	In vehicle, Excavators and Container
Accident book is located:	See Matthew Wilson
Local Hospital & A&E Dep List located:	In vehicle, Excavators and Container