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corin dudley services ltd

**Company Health & Safety Policy
Statement of Intent
Corin Dudley Electrical Services Ltd
Fitzmaurice Mews
Fitzmaurice Avenue
Eastbourne
East Sussex
BN22 8PE**

Revision No

0 – Policy Statement for 21st March 2012 -20th March 2013

Dated

21st March 2012

Statement of Intent

Our Objective

CDS Electrical Services Ltd is fully committed to meeting its responsibilities under the Health & Safety at Work etc Act 1974, and the relevant delegated legislation, such as Regulation 5 of the Management of Health & Safety at Work Regulations 1999, made under Section 15 of this Act, both as an Employer, a qualified and experienced Electrical Contractor and as a Company.

The Acts and relevant delegated legislation will be our benchmark for the minimum standards set within our organisation. They shall be referred to throughout this Policy, and shall be tabled for reference in the appendices of this document.

Targets shall be set year on year for health, safety and welfare of our employees, as a means of continuous improvement within the organisation. We aim to achieve these yearly targets.

Health & Safety Advice

To help us to achieve our objectives, CDS Electrical Services Ltd has appointed Tennyson Suite Limited – Health & Safety Consultants to assist us in compiling our Company's Health and Safety Policy; to help the Company keep work place health, safety and welfare procedures under constant review; to liaise with the health and safety executive whenever necessary; and to keep our Company and its Directors abreast of new legislation, EU directives, regulations and British Standards, in order to ensure on-going compliance with the law.

Responsibility for Health & Safety

The main responsibility for health and safety in CDS Electrical Services Ltd lies with the Director, Corin Dudley.

This Company is bound by any acts and/or omissions of the Directors, Managers or Employees; giving rise to legal liability, provided only that such acts and/or omissions arise out of, and in the course of, the undertaking of this Company's business.

Organisation – The named persons' duties and responsibilities are set out in **Part 2 of our Policy Document** – the aim is to specify the minimum standards and expectations required of management with regard to health and safety as part of their management function.

Duties of Our Company

CDS Electrical Services Ltd shall comply with its duties towards our Employees under the Health & Safety at Work etc Act 1974 and the Management of Health & Safety at Work Regulations 1999, so far as is reasonably practicable, in order to:

- Provide and maintain plant and systems of work that are safe and without risks to health, a safe place and safe system of work.
- Ensure the safety and absence of risks to health in connection with the use, handling, storage and transport of articles and substances.
- Provide such information, instruction, training and supervision as may be necessary to ensure the health and safety at work of our employees.
- Undertake regular risk assessments, and make them available to our employees.
- Take appropriate preventative and protective measures to reduce to the lowest possible limit, the magnitude of risk associated with the hazards identified with all undertakings.
- Provide our employees with the appropriate health surveillance where necessary.
- Appoint competent personnel to secure compliance with the statutory duties and to undertake with our appointed Health & Safety Consultants, reviews of this Policy as and when it becomes necessary, and at an interval not exceeding 12 months.

Co-operation of Our Employees

Our employees agree, as part of their Contract of Employment, to comply with their individual duties as required in Section 7 of the Health & Safety at Work etc Act 1974, and the relevant regulations contained within the Management of Health & Safety at Work Regulations 1999, and will co-operate with CDS Electrical Services Ltd, their Employer to enable the Company to carry out its health & safety duties under the Act.

Failure to comply with health & safety duties, work rules and procedures regarding health & safety, on the part of any employee, may lead to dismissal in the case of serious breaches or repeated breaches; such dismissal may be instant and without prior warning.

Employee and Contractors Consultation & Specific Training

The senior management of CDS Electrical Services Ltd actively encourages full participation from its employees and all Contractors working for Company. Senior management will ensure that regular consultation is undertaken with all persons on health, safety and welfare. This may be with the direct assistance of our Health and Safety Advisers, Tennyson Suite Limited.

This consultation shall be provided by the provision of necessary information to its employees directly as well as a programmed distribution of tool box talks, updated safety information and safety memos, updated, together with the provision of specific instruction and supervision as appropriate.

All appointed contractors personnel will be appropriately and adequate trained by their own employers to ensure that they are competent to do their type of work for CDS Electrical Services Ltd.

Senior Management recognises that the appointed Contractors working on behalf of CDS Electrical Services Ltd have a valuable part to play in the successful implementation of our Health, Safety & Environmental Protection Policy.

Arrangements to Control the Hazards

To assist the responsible named persons in their duties, **Parts 3 – Arrangements** of this Policy Document as well as the Company Rules, Guidelines and Information provide the acceptable standards and expectations that are to be complied with within this Company and endeavours to show the foreseeable hazards that will be identified to all employees and all other persons directly affected by the activities presently carried out, and the measures to be properly undertaken to adequately control the attendant risks.

Responsibility towards Visitors and the Public

In order to meet our obligations towards the general public and all lawful visitors to the Company's premises or designated workplace under our control, CDS Electrical Services Ltd shall pay strict attention to our duties under the Health & Safety at Work etc Act 1974, the delegated legislation made under Section 15, as well as the Occupiers Liability Acts 1957 and 1984.

Insurance

To comply with its statutory and common law duties, CDS Electrical Services Ltd has arranged suitable and sufficient insurance against liability for death, injury and/or disease suffered by any of its employees arising out of and in the course of employment, if caused by negligence and/or breach of statutory duty on the part of this Company.

Programme of Review and Revision of this Policy

This Health & Safety Policy will be reviewed and revised, as a minimum on an annual basis, (that being 20th March 2012), but will also be revised to take into account new working practices, legislation updates on a six monthly basis, (where appropriate to our undertaking), new control

mechanisms introduced into the business, as well as any changes in the Company's organisation structure. This will be undertaken initially on a pro-active basis by Tennyson Suite Limited – Health & Safety Consultants with the immediate assistance of the responsible Director.

Policy Preparation and Publication

This Policy on Health & Safety has been prepared in compliance with the Health & Safety at Work etc Act 1974, and binds all Directors, Managers, and Employees to perform their duties in respect of health and safety, to the best of their ability, competence, and positive attitude, in the interests of themselves and all others including our Customers, Contractors, Visitors and the Public.

CDS Electrical Services Ltd request that all of our Customers, Contractors, and Visitors respect our Policy and help us to maintain a very positive health and safety culture within our organisation. Authorised persons can request a copy of this Policy, which can be obtained from our Office on demand.

In Conclusion

The benefits from documenting and bringing to the attention of the employees, contractors and visitors, this Health and Safety Policy, will ensure that with all persons co-operation, CDS Electrical Services Ltd will be able to fully promote a positive safety culture.

I, Corin Dudley, am confident that in fulfilling the above intentions we will all make CDS Electrical Services Ltd as a whole, safe and healthy to work in and the working environment safe, thus making it a better place.

Signed:



Dated:

21.3.2013

Name: Corin Dudley
Position: Managing Director