

1.0 STATEMENT OF POLICY



GENERAL STATEMENT OF HEALTH & SAFETY POLICY

Cresswell Office Services Limited trading as Cresswell Cleaning and Facilities Management is a professional and safety conscious organisation, which values the effective management of health, safety and welfare throughout all stages of its work. The clear objective is to minimise harm to persons and property by adopting a proactive approach to effective risk and safety management. All work will be carried out in accordance with Best Management Practices (BMP's), to the relevant statutory provisions with all reasonably practicable measures being taken to avoid risk to employees and others who may be affected by our work.

Management and supervisory staff have responsibilities for the implementation of the policy and must ensure that health and safety is given adequate consideration in the planning and day-to-day supervision of all work.

Cresswell Cleaning and Facilities Management will fully comply with the duties placed upon it within the requirements of Statutory Legislation, whilst at all times complying with, as a matter of best practice, the requirements and duties set out within Approved Codes of Practice and Guidance as issued by the Health and Safety Executive.

All employees and sub-contractor staff are expected to co-operate and assist in the implementation of this policy, whilst ensuring that their own works, so far as is reasonably practicable, are carried out without risk to themselves, others or the environment. This includes co-operating with management on any health, safety, welfare or environment related matter.

Employee consultation and participation is a vital part of our policy. Individuals also have duties and are encouraged and expected to co-operate, contribute ideas, suggest improvements, report shortcomings and generally look after the health, safety and welfare of themselves and others.

Cresswell Cleaning and Facilities Management will take all practical steps to ensure that potential hazards and risks are identified and that suitable and effective preventative and control measures are implemented. The correct safety equipment and personnel protective equipment will be provided to all employees. All employees will be provided with the necessary information, instruction and training in safe methods of work, and the safe and efficient operation and maintenance of tools and equipment.

The Directors have overall responsibility for all Health, Safety, Welfare and Environmental matters. The operation of this policy and the associated procedures will be monitored and reviewed on a regular basis to ensure that they remain current and applicable to the company's activities. This policy has been endorsed by the Board of Directors who gives their full support to the implementation of the policy.

Signed:

A handwritten signature in black ink, appearing to read "S. Wadsworth", is written over a horizontal line.

Date: 23 April 2013

Director