

POLICY STATEMENT

1. The Policy

Section 2(1) of the Health and Safety at Work etc Act 1974 states that it is the duty of every employer to ensure, so far as is reasonably practicable, the health, safety and welfare of all his employees.

Section 2(3) of the Health and Safety at Work etc Act 1974 also requires each organisation to prepare and as often as may be appropriate, revise a written statement of general policy with respect to the health and safety at work of its employees. The HASAW Act 1974 also requires that the organisation and arrangements in force for carrying out the policy are detailed within it and that the policy statement and any revisions of it are brought to the notice of all employees.

This statement has been drafted in response to these requirements and covers the operations of IST Limited.

IST Limited will ensure that, in accordance with good practice and all relevant statutory provisions and so far as is reasonably practicable - their work is carried out in the safest possible manner, without risk to employees or others who may be affected by their activities. IST Limited will seek to continually improving their performance in this respect and will incorporate this as a business objective that ranks equally with the provision of a quality service.

The Directors of IST Limited accept both their collective and individual responsibilities for the health, safety and welfare at work of all its employees. We will ensure that, so far as is reasonably practicable:

- The provision of maintenance of plant and systems of work that are safe and without risk to health
- Arrangements for ensuring the safety and absence of risks to health in connection with the use, handling, storage and transport of articles and substances;
- Adequate competent resources are made available
- The provision of information, instruction, training and supervision as is necessary to achieve this objective;
- The safe access to and egress from any place of work under the employees control;
- That Health and Safety is never compromised for other objectives

Managers and staff also have responsibilities for the implementation of this policy, ensuring that it is considered during the planning and execution of all work.

It is the duty of each employee to exercise personal responsibility for his or her own safety and that of others. Rellium will ensure that employees are consulted on matters relating to health or safety in an appropriate manner and to encourage active participation in the prevention of accidents. The duties of both employers and employees are detailed in law.

The Managing Director, Geoff Archenhold, has been appointed to have specific responsibility for this policy, its implementation, review and monitoring to ensure its effectiveness. The Board has also appointed a health and safety co-ordinator - Peter Parr - who will assist us in meeting the requirements of specific provisions and advising us on health and safety matters generally.

This statement is supported by our health and safety manual, which details the organisation, arrangements and the standards to be achieved in our operations. Specifically, it covers our arrangements in relation to the Management of Health and Safety at Work Regulations 1999 and the general risk assessments required by them. A copy of this manual is held on our intranet site and will



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be brought to the attention of all personnel, along with this Policy Statement and any revisions to it.

This statement will be displayed prominently at all of our premises and made available to other stakeholders - on request.

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[This policy document will be reviewed regularly, typically annually to comply with the requirements of HASAW Act 1974.](#)

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G. Archenhold

Signed:.....

Dated and last reviewed on...[31/01/22](#).....

Geoff Archenhold, Managing Director, IST