



The Salvatori Group of Companies Ltd

Health and Safety Policy

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Amendments			
Number	Reason	Date	By Who
1	Issue	03/01/19	MP

Health and Safety Policy Statement of The Salvatori Group of Companies Limited

The management of The Salvatori Group of Companies Limited (the SGC) consider that the health and safety and the impact they have on the environment of their employees is of paramount importance to the Company achieving consistent high standards in all its activities. It is therefore the policy of the SGC to develop a health, safety and environmental awareness culture throughout the company which is committed to taking all reasonable precautions for the prevention of injuries and ill health to our employees, sub-contractors and others who may be affected by our work activities, to maintain a healthy environment and to prevent any damage or loss to property, plant, equipment and the environment. Our aim is to achieve an incident and injury free workplace.

Every employee of the company has a role to play in ensuring that these aims are achieved, by acting with due regard for their own and others' health and safety. Sub-contractors will be expected to perform in a similar manner to ensure A company is not compromised. The SGC will provide the resources to achieve this aim, so far as is reasonably practicable.

Every employee has a responsibility to co-operate with the company to enable all statutory duties and obligations to be complied with. The successful implementation of this policy requires total commitment from all levels of employee, from the boardroom to the youngest employee. Everyone has a legal obligation to take reasonable care for their own health and safety and the safety of others who may be affected by his or her acts or omissions.

Adequate facilities and arrangements will be maintained for employee consultation at all levels on health and safety issues, to encourage active participation and feedback. The company will always be committed to comply with health and safety legislation, adopt industry best practice and ensure that all aspects of the business take proper account of health and safety requirements.

Every effort will be made to set standards that are the highest achievable, consistent with efficiency and technical excellence. To achieve this aim, training, instruction, formal procedures and monitoring systems are provided. The Health and Safety organisation together with individual responsibilities and arrangements are also set out in the Company Health and Safety Manual which complements this policy.

This policy will be regularly monitored to ensure that these aims are achieved. It will be reviewed and, if necessary, revised in the light of legislative or organisational changes and communicated to all employees and those associated with our business in accordance with our programme of continuous improvement.

The Company is committed to the success of this policy.

Signed



Daniel Salvatori - CEO

17 November 2020

1. Organisation

The company is divided into departments where a Manager is directly responsible for the activities of each department, they are also responsible for the management of Health and Safety of those based at and working within that department. The Department Manager will report on health and safety matters to the Managing Director and the HSHEQ Manager.

Within each sector, managers maintain the day to day standards of health and safety by the provision of such tools, equipment and supervision as are necessary to ensure the health and safety of site staff.

They will be assisted by site supervisors (where appointed) who will maintain healthy and safe conditions on site.

All levels of staff and management will have access to advice and the assistance of the SHEQ Manager. Where appointed site supervisors will in general terms maintain a health and safety supervisory role of site work by advising site staff in working practices.

Further details of the organisation are given in Appendix 1 of this document.

2. Responsibilities

It must be recognised that safety is the responsibility of **all** employees and the role of the safety manager is to act as the competent person providing the expertise and support necessary to enable each manager to carry out their responsibilities with regards to occupational health and safety, safety management, accident investigation and loss control systems.

Managing Director

The Managing Director has special responsibilities for health and safety. All changes of policy or procedures will be notified to the Managing Director.

Company SHEQ Manager

The Company Health, Safety, Environmental and Quality Manager (SHEQ) will undertake the day to day arrangements for implementing the Company Safety Policy, advising the Managing Director on matters requiring the attention of the Company and advising management on all aspects of health and safety at work. The Company SHEQ Manager is also responsible for the design, development and validation of all health and safety training.

Management

The Director/Managers will ensure that all accepted contracts can be carried out without risks to the health and safety of Company employees and any other persons who may be associated with the work.

They will in conjunction with the Company SHEQ Manager assess the training needs of persons under their control and ensure that health and safety personal protective equipment is available as necessary. In addition, they will ensure that the periodic inspection of tools and equipment, supervision of work and the monitoring of health and safety standards applicable to contract work and within the offices under their control are in compliance with the Company Health and Safety Policy.

Site Health and Safety Supervision

Site health and safety supervision will be undertaken by Supervisors implementing the Company Health and Safety Policy, they will be given training in all aspects of health and safety to enable them to carry out their duties. Site supervisors (where appointed) will also be provided with health and safety training to enable them to undertake their work without risks to those working for them or others who may be affected by the work.

Health & Safety Policy

All Employees and Sub-Contract Labour

All employees and sub-contract labour will undertake their work with due regard for the health and safety of themselves and others and will conform to the company Health and Safety Policy.

No work should be undertaken that endangers the health or safety of those doing the work or anyone else who may be affected. In any case of doubt as to the safe procedure to be followed, the immediate supervisor should be consulted. Failure to co-operate by company personnel in matters of health and safety may result in disciplinary action.

Agency Labour

Agency labour will only be sourced from suppliers who are on the Company's approved list. Such agencies will be regularly assessed to ensure that the operatives provided are adequately trained and provided with tools and equipment necessary for the work intended and in compliance with legal requirements.

Sub-Contractors

All sub-contractors will be competent and comply with the Company Health and Safety Policy and are expected to know the standards of health and safety applicable to their work. At all times they should ensure that their work is conducted so that it complies with legal standards for safe methods of work and which are without risks to health. Detailed guidance on working procedures is available on request to contract management or the Company SHEQ Manager.

Sub contractors not undertaking their work in a safe and healthy manner may be removed from site. Further general guidelines applicable to all persons who work for the Company are given in Section 6. The Company will provide to the employer of externally sourced sub contract labour health and safety information relevant to the works to be carried out. The employer is required by law to ensure that his employees are given this information before they commence work on site.

3. Arrangements

Health and Safety Manual

The Company will maintain a Health and Safety Manual for the information of persons who organise or carry out site work. The topics covered are listed in the index to the manual. The latest version will always be maintained by the company SHEQ Manager. In any case of doubt as to the proper procedure or legal requirements for particular situations the manual should be consulted. If further information is required, then the Company SHEQ Manager should be consulted.

Use of Substances Hazardous to Health

The Company will ensure that information on substances hazardous to health is always available. The assessment forms will be made available to any person handling or using the substance.

Reference information on Health & Safety

A library of relevant publications will be kept providing up to date reference documents on all aspects of health and safety appropriate to the company's business. The library will be maintained by the Company SHEQ Manager and can be consulted on request.

Policies and Assessments on Specific Items of Legislation

Where legislation requires that the company set out a policy or assessment, these are stated in Section 5.

Health & Safety Policy

Training

The training needs of individuals will be identified by Management. Appropriate training will be provided as necessary. General training requirements will be provided on new technology and procedures as required and as necessitated by changes in legislation. The company employs a SHEQ Manager who should be consulted on all health and safety training matters.

Consultation of Employees

The Company has undertaken to consult with employees and safety representatives in compliance with legislation. Full details of the arrangements are contained in the Company Health and Safety Manual.

4. Company Policies and Assessments

The Company will maintain independent policies and assessments relative to the hazards that exist with work activities. This section sets out to define the policies adopted by the Company in respect of health and safety legislation currently in existence. Detailed application of these policies is set out in the relevant sections of the Health and Safety policy.

Asbestos

The Control of Asbestos at Work Regulations requires that the Company assess the exposure of its employees to asbestos and, where relevant, manage asbestos in non-domestic premises.

Policy

The Company does not permit its employees or sub-contractors to work with asbestos or asbestos products. No work will be permitted on low density asbestos materials to which the Asbestos licensing requirements apply. The Company will ensure that all non-domestic premises where The SGC are the duty holders are subject to an asbestos investigation and, if found to be present, an asbestos management plan is to be completed and an asbestos register made available specific to those premises.

Application of Policy

Excluding asbestos insulation the following are typical asbestos products: asbestos cement products, electric storage heaters, packing, gaskets and hidden insulation materials. The detailed procedures for controlling such matters are given in the Health and Safety Manual. In all cases a cautionary approach is to be followed to ensure that exposure is kept to the lowest level, but this requires a constant vigilance by all employees and sub-contractors. All exposures are to be recorded and a copy kept by the SHEQ Manager. All premises where A company are duty holders will be subject to an asbestos management plan to identify materials in premises likely to contain asbestos and to check its condition. Any asbestos found will be entered in an asbestos register. This information will include the location and condition of the material and will be made available to those at risk.

Assessment of Exposures

The policies are procedures which when followed will result in exposures which are unlikely to affect the health of employees.

The Control of Substances Hazardous to Health (COSHH)

Policy

All substances to which employees of The SGC are exposed will be assessed. Those which are classified as harmful to health under the Chemical Labelling & Packaging Regulations (CLP) formerly known as the Chemical Hazard Information and Packaging Regulations (CHIP) and any processes which expose employees of the company to a substance which presents a hazard to the health or safety of those handling or using it will be assessed or will be replaced by safer substitutes. Where a safer substitute is not available then the system for handling will be arranged to reduce the risk so far as is reasonably practicable.

Application of Policy

Details of substances and their assessments are available in the COSHH management system. Assessments will always be provided and maintained on site for substances to be used. Where the use varies from that described in the assessment, then a separate assessment must be made. Additional information is contained within the Company's Health and Safety Manual.

Dangerous Substances and Explosive Atmospheres

Policy

The company will identify all dangerous substances used and created within its undertakings ensuring that any potential explosive atmospheres created by their use or any other relevant factors are avoided or controlled. To this end, the company will ensure that risk assessments are carried out on all dangerous substances and explosive atmospheres in order that they can be identified, the hazardous nature of them either eliminated or reduced to an acceptable level by control and mitigation.

Application of Policy

To meet the requirements of the stated policy on Dangerous Substances and Explosive Atmospheres, the company will:

- a) endeavour to reduce the quantity of dangerous substances held, transported and used to a minimum.
- b) ensure storage, transportation and use will be carried out in accordance with the relevant statutory instruments, Approved Codes of Practice, Health and Safety Executive Guidance, European and British Standards.
- c) avoid or minimise releases; control any release at source and seek to prevent the formation of any explosive atmospheres.
- d) collect, contain and remove any releases that may occur to a safe place.
- e) avoid ignition sources, adverse conditions that could lead to danger and keep incompatible substances apart.
- f) provide all employees and other relevant parties with the appropriate information, instruction and training.

Assessment of Workplaces and Activities

Policy

In accordance with the requirements of the Management of Health and Safety at Work Regulations, department managers will ensure that risk assessments of the workplace and work activities are undertaken with guidance from the Company SHEQ Manager.

Application of Policy

Every work activity will be assessed by a competent person and the result of the assessment recorded.

Display Screen Equipment (DSE)

Policy

The SGC will comply with the Health and Safety (Display Screen Equipment) Regulations 1992.

Application of Policy

Information to enable the assessment of workstations is provided in the Health and Safety Manual. Workstations will be assessed by trained members of staff using the guidance provided. New workstations provided will meet the requirements of the regulations and all users of display screen equipment will be entitled to eye tests and the provision of essential visual correction devices so far as is reasonably practicable provided by the SGC.

Personal Protective Equipment (PPE)

Policy

A company will comply with the requirements of the Personal Protective Equipment at Work Regulations 1992 for employees of the Company and ensure that non-employees working for the Company are properly equipped before they commence work.

Application of Policy

Details of requirements for personal protective equipment, its selection and use, are given in the Health and Safety Manual. Where possible, systems of work using the hierarchy of controls will be selected which avoid the use of personal protective equipment.

Workplace Health, Safety and Welfare

Policy

The Company will comply with the Workplace (Health, Safety and Welfare) Regulations 1992. The Company will make provision for the health, safety and welfare of employees at all work places appropriate to the activity, number of employees and type of premise.

Application of Policy

All workplaces will be provided with adequate health, safety and welfare facilities appropriate to staff numbers and the type of premise. Detailed guidance is provided in the Company Health and Safety Manual.

Manual Handling

Policy

The Company will comply with the Manual Handling Operations Regulations 1992, having regard for the variable nature of the Company work sites. Manual handling will be avoided if possible by the use of mechanical aids or alternative materials and techniques. Information is provided in the Health and Safety Manual on lifting techniques, weights of common materials and methods of avoiding manual handling. Those persons in charge of work activities will ensure that work is organised to prevent unnecessary manual handling.

Health & Safety Policy

Application of Policy

Information is provided in the Health and Safety Manual on lifting techniques, common weights of components and materials and means to avoid manual handling. Those in charge of others must ensure that work is organised to avoid unnecessary manual handling so far as is reasonably practicable.

Assessment

The Company will ensure that an assessment is made, and work is organised to avoid unnecessary manual handling, but where manual handling is necessary, that it can be undertaken without risk of injury.

Work Equipment

Policy

All work equipment used by the Company will meet the requirements of the Provision and Use of Work Equipment Regulations 1998.

To safeguard employees using certain types of equipment during their duties, the Company will arrange for regular examinations and tests to be carried out on such equipment at least as frequently as stipulated in the relevant statutory requirement. The Company will also ensure that these inspections are carried out by a competent person who is experienced in the use and examination of such equipment.

Application of Policy

New work equipment will be selected to comply with the requirements of these Regulations and existing equipment will be gradually replaced. All equipment will be maintained in a safe working condition.

Periodic inspection carried out in accordance with Manufacturer information and instructions by supervisory staff will ensure that faulty equipment is identified and taken out of service or repaired.

Training will be given in the use of equipment subject to a risk assessment. Hired equipment will be obtained only from suppliers who maintain standards for their equipment in compliance with these Regulations. Initial supply of such equipment will be subject to inspection and rejected if found to be faulty.

The Company will:

- a) Ensure that tests and examinations of all listed equipment are undertaken before the equipment is taken into use,
- b) List all items of equipment requiring a statutory inspection with details of inspection intervals, nominate a person to be responsible for arranging the inspection and keeping the records of inspection,
- c) Ensure that all listed equipment is inspected at the required intervals by a competent person; take steps to ensure that the equipment is in a safe condition to be inspected
- d) Liaise with the competent person.
- e) Following inspection and issue of the report, deal with all defects listed in the report, attending immediately to all significant defects
- f) Keep records of inspections and thorough examinations.

Health & Safety Policy

Fire and Emergency Procedures

Policy

Fire and Emergency procedures appropriate to all sites and premises where persons employed by the Company are at work will be provided in accordance with the Regulatory Reform (Fire Safety) Order (England & Wales) 2005.

Application of Policy

Fire fighting equipment will be provided and maintained for all premises operated by the Company in accordance with Fire Regulations and fire risk assessments. In addition, all hot working will be completed under the conditions of a permit to work and accompanied by fire fighting equipment.

Emergency procedures exist for all offices. All sites will liaise with clients to ensure that there is an agreed emergency policy which covers both directly employed persons working for the Company and any sub-contractors. Emergency procedures will be tested periodically in accordance with codes of practice and the guidance given in the Health and Safety Manual.

Electricity at Work

Policy

All electrical systems used by A company will be maintained in a safe working condition in compliance with The Electricity at Work Regulations 1989. The appropriate practical requirements of the IEE Wiring Regulations will be applied to all appropriate installations as a basis for compliance with the statutory requirements.

Application of Policy

All fixed systems in Company premises will be periodically tested in accordance with the IEE Wiring Regulations. All portable appliances will be listed and tested periodically dependent on their use and conditions of service.

Noise and Vibration

Policy

The Company will take steps to comply with the Control of Noise at Work Regulations 2005 and the Control of Vibration at Work Regulations 2005 in order to ensure that employees are not exposed to levels of noise or vibration likely to adversely affect their health so far as is reasonably practicable.

Application of Policy

Environments in which Company employees work will be assessed for noise hazards. Where there are static sources of noise which exceed 85db (A) these will be clearly indicated, and hearing protection of an appropriate type will be *mandatory*. Where transient exposures can be anticipated assessments will be made and appropriate measures taken to avoid any hazard. Further guidance is available in the Company Health and Safety Manual. Exposure to excessive vibration will be avoided, so far as is reasonably practicable, by the appropriate selection of tools and processes with low vibration characteristics. Where there is a residual risk, monitoring (including HAVS sheets), PPE or work sharing techniques will be applied.

Assessment

Company employees should not be exposed to harmful levels of noise or vibration if this policy is followed. There is a need for individuals to recognise the potential harm that exposures to high levels of noise and vibration cause and take steps to avoid such exposures.

Health & Safety Policy

Smoking

Policy

All Company sites operate a non-smoking policy, there are designated smoking areas off site.

Application of Policy

All employees working on the site/premises of a client are required to comply with the local requirements about smoking. Anyone infringing such a requirement is liable to be removed from the site/premises and will be subject to disciplinary action, which could ultimately lead to dismissal.

Night Work and Shift Work

Policy

The Company, in recognising the obligations placed upon it by the various statutory instruments in respect of hours of work, will take such steps as it considers necessary to meet those obligations.

Application of Policy

Shift work and night work, are, by definition, **out** of the ordinary but the Company is concerned that this should not have a detrimental affect on standards of health and safety. Consequently, all persons who are likely to be asked to participate in night work or other shift work will be carefully selected, subjected to a health assessment and to a process of consultation before agreement is reached on both sides to commence this type of work.

The Company will maintain similar standards of health, safety and welfare for people who are required to work shifts as those enjoyed by persons on normal day work. Where deemed necessary, care will be taken to monitor the affect of shift work on the individual and in the event of any problems becoming manifest, action will be taken to address these problems by medical treatment, counselling or other appropriate means.

As required by the Working Time Regulations, no young persons employed by the Company will undertake shift work outside of the hours stated in the Regulations.

Lone Working

Policy

The Company will ensure that employees and self-employed contractors who are required to work alone or unsupervised for significant periods of time are protected from risks to their health and safety.

Measures will also be adopted to protect anyone else affected by solitary working. Solitary working exposes employees and others to certain hazard. The Company's intention is either to entirely remove the risks from these hazards or where complete elimination is not possible to reduce them to an acceptable level.

Application of Policy

Assessments of the risks of working alone will be carried out and will confirm whether the work can be done safely by one unaccompanied person. Consideration will be given to the remoteness or isolation of workplaces, any problems of communication, the possibility of interference such as violence or criminal activity from other persons and the nature of injury or damage to health and anticipated "worst case" scenario. Those personnel identified as lone workers will be given the information, instruction and training necessary to carry out their duties.

All lone working operations will be adequately organised, controlled and monitored. Further guidance is provided in the Lone Working Policy.

Health & Safety Policy

New and Expectant Mothers

Policy

The Company will comply with the statutory requirements in accordance with The Management of Health & Safety at Work Regulations 1999 relating to work undertaken by new and expectant mothers and will comply with these requirements. New and expectant mothers will be given all the information, instruction and training necessary to enable them to work safely and without risks to their health.

Application of Policy

The Company will take all reasonable steps to safeguard the health, safety and welfare of new and expectant mothers and of their unborn children. The Company undertakes to assess all risks to new or expectant mothers arising from their work activities and to take appropriate preventative or control measures. Relevant training will be provided in identifying risks and implements controls. The Company undertakes to regularly monitor the work undertaken by new or expectant mothers especially during the development of pregnancy to continually assess the individual's ability to work safely and without risk.

General

Policy

Notwithstanding the content of the foregoing paragraphs, it is the intention of the Company that it will always comply with legal requirements to safeguard the Health and Safety of its employees, so far as is reasonably practicable.

5. Health and Safety - Guidelines

All persons and sub-contractors who work for the Company are required to comply with the Company Health and Safety Policy.

For the purposes of Health and Safety, the primary requirement is compliance with the Health and Safety at Work etc Act 1974. Where more specific legislation is applicable then work must be organised to comply with such legislation.

The following guidelines are not a substitute for compliance with statutory requirements. They are applicable to all places of work under the control of the Company and to all persons at work whether they are employees, labour only sub-contractors or other non-employees, unless other equally suitable guidelines are published or notified by the client or his representative.

In any case of doubt as to a safe system of work the matter must be discussed with management.

Conditions of Work

All persons and sub-contractors will be provided with (or given access to) a copy of the Company Health and Safety Policy together with these guidelines.

All sub-contractors will provide on request when tendering, or at such other time on request, a copy of their own Health and Safety Policy together with the organisation and arrangements currently in being to comply with their policy. Additionally, a copy of a 'Method Statement' specifying in detail the work and systems of work to be followed for a particular job may be acceptable. All work must be assessed in accordance with the Management of Health and Safety at Work Regulations 1999.

Sub-contractors must supervise their own employees adequately to ensure that their health and safety is not at risk and that their work does not put anyone else at risk. Their work methods will be assessed against relevant legislation, approved codes of practice and any other guidance published by authoritative bodies. Sub-contractors who work in an unsafe manner may be asked to leave site and their contract will be terminated.

General Site Safety

All persons and sub-contractors must be familiar with and comply with any site safety rules whether specified by the Client, Principle Contractor or SGC Management.

Commencement of Operations

Unless otherwise advised, all persons and sub-contractors must report firstly to the site management. If this is not the SGC then the agent or foreman for the SGC should also be contacted before any unloading or start of work. Inductions should take place for all persons new to a site before commencing work. All persons and sub-contractors employed by the SGC must be inducted using the SGC induction procedures.

Fire Precautions

All employees and sub-contractors should make themselves aware of emergency procedures. Special attention being given to the location of fire extinguishers, emergency means of escape and fire alarm locations. All highly flammable substances should be stored correctly. No burning of rubbish and waste materials will take place on any SGC controlled site.

Health & Safety Policy

Safe Means of Access and Egress

All walkways and work access/egress routes must always be kept clear so far as is reasonably practicable. In cases where work necessarily obstructs safe access/egress, the provision of alternative routes must be made by consultation with the client or company representative. Materials and waste must be kept tidy and not obstruct access routes.

An assessment must be made to provide a suitable safe working platform with safe access/egress.

Ladders are to be tied at the top, footed at the bottom or secured in such a manner as to prevent displacement. They must be suitable for the work to be undertaken.

Openings in floors, at excavations, in scaffolds, walls etc, which are created during the work must be barriered off as soon as possible especially where there is potential for a person to fall and injure themselves in accordance with the relevant statutory provision.

Machinery and Plant

All machinery and plant must be safeguarded and maintained in accordance with statutory requirements. Any equipment hired by sub-contractors is the responsibility of that sub-contractor, who will be expected to ensure that guards and other safety devices are fully operational. Additional information is to be found in the Company Health and Safety Manual.

First Aid and Incident Reporting

The SGC will ensure that a suitable level of first aid provision is available at all workplaces under the control of the Company. At all sites and offices, an appointed person and first aid kit will be available. At larger sites, fully trained first aiders will be provided. An assessment must be carried out to decide the level of first aid cover required.

All incidents must be reported to the Company SHEQ Manager and relevant Operations Manager promptly. The Accident Book must be completed for all incidents, however minor, and sent to the SHEQ Manager. In the case of serious injury or death of an employee, or a sub-contractor working for the Company, the facts must be reported to the Company SHEQ Manager and Managing Director within the hour. Anyone taken to hospital must be accompanied and regular reports on the condition of the injured person must be telephoned to management. Further details are given in the Company Health and Safety Manual.

All persons at work must be aware of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 1995. Unless otherwise advised, incidents reportable to the Health and Safety Executive or Local Authority are the responsibility of the person's employer, or in the case of a self-employed person, the person in control of the premises. All reportable incidents must be notified to the Health and Safety Executive Incident Report Centre by the Company Health & Safety Manager.

A copy of the HSE report should be obtained and retained by the Company. Copies of all reports must be forwarded as quickly as possible to the SHEQ Manager. The SHEQ Manager will investigate all fatal and serious injuries, and measures must be taken to prevent any repetition of the incident.

Personal Protective Equipment (PPE)

All forms of protective equipment (eye, face, body or hand protection etc.) must be supplied by the employer and worn as necessary. Sub-contractors and employers of non-employees are advised to ensure their employees wear safety footwear and have access to any other protective clothing likely to be required.

General Housekeeping

All persons and sub-contractors must carry out work in a clean and orderly manner and ensure the welfare facilities are used properly. All waste materials must be cleared at least daily to skips or collection areas.

Health & Safety Policy

Hazardous Substances - Chemicals, etc.

Use of any hazardous substance (flammable, toxic, irritant, corrosive, explosive etc) must be notified to the Company SHEQ Manager. Special precautions will have to be taken if any asbestos is exposed during the work and if significant lead work is envisaged.

Use of ionising substances - site radiography etc must be agreed beforehand with site management.

The Control of Substances Hazardous to Health (amendment) Regulations 2004 require employers, and the self-employed, to have assessed the hazards of any substance used or formed during the work. All sub-contractors should have enough information available to justify any written or verbal assessment made. In general, this will be by supplier's data sheets and such other information as is necessary. All containers must be clearly labelled as to their contents.

Young Persons and Children

No one under compulsory school leaving age will be permitted on an SGC controlled site. Any children seen on such a site must be reported to the person in control immediately. Young persons working on site (16 to 18 year olds) should not operate plant or equipment unless directly supervised or specifically trained. Certain items of plant must not under any circumstances be operated by anyone under 18 years. Detailed guidance is given in the Health and Safety manual.

Other Hazards

All other hazards must be treated in accordance with the law and other recognised safe working procedures.

APPENDIX 1

Company Organisation for Health and Safety

