



Technical excellence: delivered

Forms part of

Alderley



**Head Office:**  
Starling House  
Lancelot Road  
Beacon Park  
Gorleston-on-Sea  
Norfolk  
NR31 7BF

## Health & Safety Policy

SMS (Incorporating SMS-Eastern) shall continue to implement and maintain a Health & Safety Management System which meets the requirements of OHSAS 18001.

To manage the risks associated with our premises and activities, we shall regularly monitor our performance and review our Health & Safety Management System on an annual basis as necessary, to ensure we achieve our objectives of prevention of injury, ill health and continuous improvement in Health & Safety Management and performance.

We shall:

- Provide sufficient resources to meet the requirements of current Health & Safety legislation and aim to achieve the standards of 'Good Practice' applicable to our activities.
- Actively promote an open attitude to Health & Safety issues, encouraging staff to identify and report hazards so that we can all contribute to creating and maintaining a safe working environment.
- Communicate and consult with our staff on all issues affecting their Health & Safety and, in doing so, bring this policy to their attention, and to provide health surveillance where appropriate and maintain records.
- Provide adequate training for our staff to enable them to work safely and effectively, and to ensure they are competent and confident in the work they carry out, and maintain our premises and work equipment to a standard that ensures that risks are effectively managed.
- Carry out and regularly review risk assessments to identify hazards and existing control measures. We will prioritise, plan and complete any corrective actions required to reduce risk to an acceptable level.
- Ensure that responsibilities for Health & Safety are allocated, understood, monitored and fulfilled.
- Retain access to competent advice and assistance through the support of HSE, thereby ensuring that we are aware of relevant changes in legislation and 'Good Practice'.
- Co-operate with other organisations on construction sites to ensure that they are aware of any risks to their employees and other people posed by our activities, that we are aware of any risks to our employees from their activities, and that we comply with the requirements of relevant legislation and other requirements that are applicable to Health & Safety.

It is the duty of all of us when at work:

- To take reasonable care of our own safety and the safety of others who may be affected by what we do or fail to do
- To ensure we do not interfere with or misuse anything provided in the interests of Health & Safety

This policy will be communicated to all personnel through induction training, on-going Quality, Health & Safety and Environmental awareness training, staff briefings, the company intranet and notice boards.

This company policy has the full support and commitment of the Board of Directors and will be regularly reviewed for its continuing suitability during planned management review meetings.

Signed:

Date: 28 June 2018

D Howlett - Managing Director  
SMS-425/v11

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