



Tomorrow's Design Today's Solution

## **HEALTH AND SAFETY POLICY**

This policy sets out the Health and Safety policy for Techworx Ltd. This statement is published in accordance to current Health and Safety legislation.

The Directors of Techworx Ltd accept their responsibility to all employees to provide, as far as reasonably practical, a safe and healthy workplace, and will continue to improve its performance on health and safety matters.

### **It is the policy of Techworx Ltd:**

- To provide and maintain plant, machinery and working areas that are safe and without risk to health.
- To carry out sufficient risk assessments on a regular basis and review findings.
- To provide information, instruction and any required training to employees to ensure they are able to carry out their jobs safely.
- To maintain high standards of housekeeping, cleanliness and disposal of rubbish and to ensure access and egress points are kept clear.
- To control high standards of stock management ensuring that supplied and manufactured goods, products and supplies are stored in their correct areas.
- To ensure that handling and transport of goods is safe and without risk, and adequate training and information made available.
- To keep the workplace environment safe to prevent the development of disease, and to provide adequate welfare facilities.

### **Statement of Responsibility**

- The Directors have ultimate responsibility for ensuring compliance with the Health and Safety at Work act and its regulations.
- The Directors, and their staff are responsible for the safe and healthy working conditions in their working environment.
- Queries, suggestions or complaints regarding Health and Safety are to be made to the Directors, who will keep a written record.
- Every person operating on the premises of Techworx Ltd has a legal responsibility:
  - To take reasonable care of his / her own Health and Safety matters.
  - Be conscious of his/ her actions and the implications to other people's Health and Safety.
  - Do not misuse, interfere with or damage anything provided for their Health and Safety welfare.
  - To co-operate fully with the Company's requests on Health and Safety matters to ensure legal requirements are fulfilled.

Signed: 

Position: Director

Date: June 2014