

POLICY

POL-000-DIR

Health and Safety Policy Statement



Statement of Intent

Cordek Ltd ("Cordek"), is committed to ensuring the Health, Safety and Welfare of its employees so far as is reasonably practicable and will take steps to ensure that any applicable statutory duties are met at all times. Cordek also recognises its responsibility for other persons who may be affected by its products and service activities and for its duties as a landlord. Cordek will therefore endeavour to comply with all relevant legislation whilst promoting best safety practices and codes of conduct to create an environment that is both safe and comfortable.

Management and Supervision Responsibility

All employees will be given a full induction as well as training on specific tasks, as dictated by their role, to enable the safe performance of work activities. It is each manager's duty to work closely with staff to ensure that all processes and systems of work are designed to take account of Health and Safety.

Health and Safety is discussed at both Board meetings and Management meetings and competent people will be appointed whenever necessary to assist Cordek in meeting its statutory duties.

Employees' Responsibility

Under the Health and Safety at Work Act, everyone has a legal obligation to take reasonable care for his or her own Health and Safety and for the safety of other people who may be affected by their acts or omissions. Details of the organisation and arrangements for Health and Safety are contained within the Health and Safety Handbook. Employees are also expected to raise any Health and Safety concerns with their line manager or representative.

An important part of Cordek's commitment to continuous improvement is a comprehensive scheduled programme of risk management review and auditing. All employees are expected to contribute to and co-operate with these assessments, and to ensure that necessary actions are taken as a result.

Review

The Policy will be reviewed annually or at appropriate intervals to implement measures to comply with legislative or organisational changes.

A handwritten signature in blue ink, appearing to read "S. Hearn".

Stephen Hearn
Managing Director