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The Directors and Management of Ian Firth Hardware Ltd recognise the importance of health and safety within our organisation. It is the policy of this Company to protect and promote the health, safety and welfare of all its employees and others who may be affected by the conduct of our undertakings.

This Policy Statement defines the Company's commitment in pursuing ongoing improvements by outlining the framework in relation to its organisation and arrangements in support of health and safety. This policy is supplemented by more detailed Policies and Procedures as documented within the organisation's Policy and Procedure Manual.

I accept that I have the ultimate responsibility for ensuring the health, safety and welfare of our employees and others as outlined. It is my responsibility to implement, monitor and regularly review this policy, bringing this and any changes to the attention of all employees. In addition, all managers, Supervisors and individual employees are directly responsible for the day-to-day implementation of this policy within their respective areas of responsibility. The Company will therefore provide an effective organisation with detailed supporting arrangements.

The Company has a duty to provide:

- Suitable and sufficient risk assessments and review, with particular attention to our warehouse and manufacturing activities including forklift truck operations, storage of stock and the loading and unloading of vehicles.
- Maintained plant and systems of work which are safe and free from risks to health.
- Suitable arrangements for the safe use, handling, storage, transportation and disposal of materials, articles and substances for use at work.
- Information, instruction and training to enable employees to understand the hazards and risks within the organisation and the actions to take in the event of an emergency.
- A safe environment with suitable welfare provisions, safe means of access and egress.
- Appropriate safety devices, controls, protective guarding and personal protective equipment and the encouragement, instruction and training of employees in their safe use.
- Health surveillance for all employees where it is deemed necessary.
- Adequate fire and first aid facilities supported by competent staff.
- Formal reporting and investigations of accidents, dangerous occurrences, workplace ill-health and the implementation of effective measures to prevent their re-occurrence.
- Adequate means for employee consultation, full co-operation and co-ordination on all aspects of health and safety.
- Formal procedures to cover imminent danger, disaster and emergency workplace evacuation.

It is only with the full commitment, dedication and co-operation of all employees that our mutual objectives can be achieved.

Amanda M. Haley



Managing Director  
7<sup>th</sup> December 2024