



## HEALTH AND SAFETY POLICY STATEMENT

Express Assemblies Ltd is committed to protecting the health, well-being and above all safety of our employees and others that come into direct contact with our working practice.

We will provide a solid support network and adapt a responsible business environment to develop the potential of each of our employees. We will comply with all health and safety legislation and moreover strive to improve our performance on a continual basis.

Our current health and safety system appoints duties to both management and employees. All employees must demonstrate a duty of care to themselves and observe the health and safety of others whilst also co-operating with management. Where an employee has concerns or doubts as to the safety of their working conditions they must report this to the relevant appointed health and safety representative.

The company will 'in so far as is reasonably practicable' undertake to:-

- **Identify the hazards to employees and third parties affected by the work, and control the risks adequately.**
- **Maintain healthy and safe working conditions, including the provision of plant and safe equipment.**
- **Work through continuous improvement, to prevent accidents and work related ill health.**
- **Ensure that employees are competent to do their work and provide them with adequate and appropriate training.**
- **Ensure the safe transport, storage and handling and use of hazardous substances.**
- **Consult with employees on health and safety issues affecting their well-being, giving them necessary information, instruction and supervision.**
- **Review and revise the Policy at regular intervals.**
- **Comply with current legislation; demonstrate continual performance to care for the welfare of all staff.**
- **Provide a safe and healthy working environment**
- **Offer advice and maintain constant monitoring of health and safety standards**
- **Work with competent suppliers**
- **Provide personal protective equipment [PPE] to all staff**
- **Carry out a risk assessment and hazard awareness programme**
- **Perform a thorough training programme educating staff on correct health and safety procedures**
- **Caring for the safety and welfare of staff and visitors**

Express Assemblies Ltd has appointed directors and a health and safety representative to review and observe this process. The directors are responsible for maintaining a responsible and organised approach to all matters concerning health and safety. The role of the health and safety representative is to ensure that safe systems of work have been implemented and to supervise the working practices of all staff, determining whether he/she is conforming to health and safety regulations.

Audits and regular inspections will be carried out in accordance with the company's quality management system and where poor records of health and safety measures are found, operations will be suspended until the safety and welfare of our employees and working practice has been resolved. The health and safety policy will be reviewed annually.