

## HEALTH & SAFETY POLICY

This is the statement of Laser Process Limited policy towards health and safety. This statement is published in accordance with current health and safety legislation.

The Directors of Laser Process Limited accepts their responsibility to all employees to provide, so far as is reasonably practical, a safe and healthy workplace.

Laser Process Limited will seek to continually improve its performance on health and safety matters.

### **It is the policy of Laser Process Limited:**

- ❖ To provide and maintain plant and systems of work that are safe and without risk to health.
- ❖ To carry out sufficient risk assessments and review findings.
- ❖ To ensure that the use, handling, storage and transport of articles and substances is safe and without risk.
- ❖ To provide such information, instruction, training and supervision to ensure that employees can carry out their jobs safely.
- ❖ To ensure that all areas are safe and healthy and have proper means of access and egress.
- ❖ To maintain high standards of housekeeping, cleanliness, disposal of rubbish and the stacking of goods in the proper place.
- ❖ To keep the workplace environment safe and healthy to prevent the development of disease and to provide adequate welfare facilities.

### **General Statement of Responsibility**

- ❖ The Managing Director, Laser Process Limited, has ultimate responsibility for ensuring compliance with the Health and Safety at Work Act and it's associated regulations.
- ❖ The General Manager, and his subordinate members of staff, is responsible for the maintenance of Safe and Healthy working conditions in the areas where they exercise control.
- ❖ All queries, suggestions or complaints concerning matters of Health and Safety must be made to the General Manager, who will keep a written record.
- ❖ Every person, whether they are directly employed by Laser Process Limited, temporary employed via an agency, or a subcontract basis has a legal responsibility to: -
  - To take reasonable care of his/her own health and safety and for the Health and Safety of others who may be affected by his/her actions.
  - Not to interfere with, or misuse anything, which is provided for his/her Health, Safety and Welfare.
  - To co-operate with Laser Process Limited, to enable the requirements of the law to be observed.

Signed: **David Lindsey**

Date: **August 2013**