

# Health & Safety

## GENERAL POLICY STATEMENT

### SPARTA

SYSTEMS

**Sparta Systems Ltd** recognises that it has responsibilities for the health and safety of our workforce whilst at work and others who could be affected by our work activities. We are committed to the promotion of a safety culture, the elimination of hazards and the reduction of OH&S risks, the prevention of injury and ill health and providing a safe and healthy working environment for our employees and others.

Our managers and supervisors are made aware of their responsibilities and required to take all reasonable precautions to ensure the safety, health and welfare of our workforce and anyone else likely to be affected by the operation of our business. This business intends meeting its legal obligations and other OHSAS requirements and to achieving the highest levels of health and safety performance through continual improvement.

This will be achieved by;

- providing leadership and adequate control of identified health and safety risks;
- all employees and key subcontractors will be actively encouraged to take ownership of health and safety and empowered to assist in decision making through the consultation and participation of workers and worker representatives. All employees and contractors will be made aware of their Health and Safety obligations and compliance with this policy is a condition of employment.
- providing and maintaining safe plant and equipment;
- ensuring the safe handling and use of substances;
- providing information, instruction, training where necessary for our workforce, taking account of any who do not have English as a first language;
- ensuring that all workers are competent to do their work, and giving them appropriate training;
- preventing accidents and cases of work-related ill health;
- actively managing and supervising health and safety at work;
- regular (at least annual) review and revision of this policy; and
- the provision of the resource required to make this policy and our health and safety arrangements effective.

We also recognise;

- our duty to co-operate and work with other employers when we work at premises or sites under their control to ensure the continued health and safety of all those at work; and
- our duty to co-operate and work with other employers and their workers, when their workers come onto our premises or sites to do work for us, to ensure the health and safety of everyone at work.

H&S duties are explained on first employment at induction and also set out in an Employee Safety Handbook, given to each employee, which sets out their duties and includes our specific health and safety rules.

In support of this policy a responsibility chart and more detailed arrangements have been prepared. We will ensure that this policy is documented, implemented and maintained, and communicated and understood at all levels throughout the organisation. Responsibilities for health and safety are defined in our Health and Safety Management System which conforms to the requirements of ISO 45001:2018. The day-to-day management of health and safety is a responsibility of managers at all levels but overall responsibility rests with the Projects Director. To assist with the implementation of our health and safety management system, professional external advice will also be obtained where necessary.

To facilitate continuous improvements in health and safety standards we will identify specific health and safety objectives. A programme for the objectives will be outlined with timescales and responsibilities. Progress towards the objectives will be closely monitored.

Periodic auditing of our Health and Safety Management System will be undertaken to ensure its continued suitability and effectiveness and we will review this policy at least annually and revise it as often as is appropriate.

Please also be aware that Health and Safety Management forms part of our Integrated Management System which conforms to ISO 9001:2015 (Quality Management) and ISO 14001:2015 (Environmental Management) as well as ISO 45001:2018.

This policy will be made available upon request to all interested parties.

**SIGNATURE:**  ..... **DATE:** 22 September 2023 .....

**POSITION:** Projects Director .....

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**PENINSULA**

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