

HEALTH & SAFETY POLICY STATEMENT

ACTION SIGNS recognise and accept their legal responsibility as employers in duties imposed upon them by the Health and Safety at Work Act 1974 and other relevant statutory provisions.

The Health and Safety Policy Statement is applicable to all operations carried out by **ACTION SIGNS**. It fully recognises that the Management of Health and Safety, and the co-operation of employees at all levels is essential, if we are to continually improve our Health and Safety standards.

The Company shall ensure the Health, Safety and Welfare of its employees at work by:

- Ensuring all employees are informed of the contents of this policy and consulted regarding its application.
- Providing and maintaining machinery, equipment, and safe systems of work.
- Arranging safe systems of use, handling, storage and transport of machinery, equipment and appliances and solid, liquid or gaseous, natural or artificial substances.
- Providing information, instruction training and supervision as necessary.
- Maintaining any workplace under their control in a safe condition and providing and maintaining safe means of access to and from the workplace.
- Providing and maintaining working environments, which are safe and have adequate facilities and arrangements for the welfare of employees whilst at work.
- Providing adequate resources to ensure the health and safety of its employees.

The following duties are imposed on all employees:

- Management shall be responsible for the health, safety and welfare of employees and any person that comes into contact with the Company's operations.
- Each supervisor will ensure full compliance with Company provisions in respect of the Company's responsibilities to employees and statutory obligations.
- All employees must take reasonable care for the health, safety and welfare of themselves and of others who may be affected by their acts or omissions and must report any transgressions that they may be aware of.
- Employees must co-operate with their employer and anyone else, where necessary, to enable them to comply with their statutory duties.
- Employees must not interfere with or misuse items provided under statutory requirements in the interest of their health and safety at work.

The effectiveness of this policy shall be reviewed periodically and changes implemented as required.

This policy is endorsed for Action Signs by:

A handwritten signature in black ink, appearing to be 'Neil Kelly', written over a light grey rectangular background.

Signature:

Neil Kelly
Proprietor

Action Signs 398 Northolt Road, South Harrow, Middlesex, HA2 8EX.