

W.D.Close & Sons Limited

Engineering

Units 14, 15 & 16 Valentia Avenue, Walkergate

Newcastle Upon Tyne, NE6 4QR

Tel: (0191) 224 4552 (5 lines) Fax: (0191) 276 4078

Accounts Fax: (0191) 276 7992

E-mail: enquiries@wdclose.co.uk

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Health and Safety Policy Statement

W. D. Close and Sons Limited recognise and accept their responsibilities under the Health and Safety at Work Act 1974 and this statement forms part of our health and safety policy as required under Section 2 (3) of this Act. We are committed to ensure that the health, safety and welfare of all employees and those who may be affected in any way by our undertakings, is of the highest possible standard, so far as is reasonably practicable.

It is our policy to comply with all Health and Safety Legislation, Acts, Regulations, Codes of Practice and other guidance. We will endeavour to provide a healthy working environment including, premises, equipment and systems of work that are, so far as is reasonably practicable, safe and without risks to health.

To ensure the policies are understood and implemented we will provide suitable and sufficient information, instruction, supervision and training for employees. Employees must comply with any instruction, information and training provided and follow the arrangements and safe systems of work, including the use of any personal protective equipment/clothing.

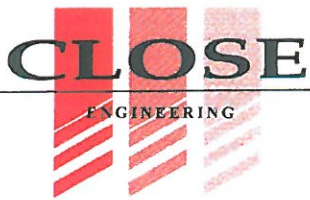
Every employee must cooperate with us to ensure our statutory obligations are observed. The successful implementation of this policy requires total commitment from all levels of the organisation. Each employee has a legal obligation to take reasonable care of themselves and others who may be affected by any act or omission carried out by that employee. All employees therefore have a legal duty to follow company rules and procedures with regards to Health and Safety.

Adequate facilities and arrangements will be maintained which will enable employees and their representatives to raise issues of Health and Safety. Employees themselves are actively encouraged to discuss any Health and Safety concerns with the Managing Director and an open door policy is adopted in such circumstances.

The Company's aims and objectives are to reduce accidents and to ensure that the health, safety and welfare of all its employees, in fulfilment of its moral, legal and economic responsibilities. These measures are also aimed at protecting others who may be affected by our works. The Company will ensure that it has made adequate financial provisions for the implementation of Health and Safety legislation and its procedures and safe working practices.

Competent people will be appointed to assist us in meeting our statutory duties including, where appropriate, specialist advice from outside the organisation.

The company undertakes training programmes to advise employees of any necessary statutory and company revisions to Health and Safety arrangements. Relevant safety issues and new safety information will be displayed and notified to all employees.



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The Company is committed to providing the necessary resources in order to meet the aims and ambitions of this policy. General responsibility for Health and Safety exists at all levels throughout the Company, however, the Managing Director accepts overall responsibility for all matters, including those regarding health, safety and welfare and is responsible for ensuring that the safety policy is implemented and monitored within the workplace to ensure that safe conditions are maintained. Where risks are identified the Managing Director will ensure that these are rectified, so far as is reasonably practicable.

The Company will ensure that adequate welfare facilities; toilets, drinking water, washing facilities, temperature, ventilation, lighting and first aid equipment are available and maintained.

All employees and interested external parties shall have access to this Health and Safety Policy. The Policy will be revised and amended accordingly in the light of legislative or organisational change and will take into account any new equipment, processes or changes to work which affect Health and Safety. It will be kept up to date by periodic reviews (at least annually) and will be regularly monitored to ensure that the objectives are being achieved.

The company will ensure, so far as is reasonably practicable that all people who may be affected by our business processes will have access to our policy and our processes with regard to health and safety. This policy will be reviewed on a regular basis either annually or as is necessary by for example changes in working practices or changes in technology.

W D Close believes in continuous improvement and will always strive for continuous improvement in all our activities including health and safety.

W.D. Close
Managing Director

Date 15 JUNE 2016