

EU SIGNS LTD HEALTH AND SAFETY POLICY

STATEMENT OF GENERAL POLICY

At EU Signs Ltd, our commitment to health and safety is paramount. We firmly believe in creating and maintaining a safe and healthy work environment for all our employees, clients, and visitors. This policy outlines our approach to health and safety, demonstrating our adherence to The Health and Safety at Work etc. Act 1974, the Management of Health and Safety at Work Regulations 1999, and other relevant United Kingdom legislation. Our objectives are to prevent accidents and cases of work-related ill health, to provide adequate control of the health and safety risks arising from our work activities, and to ensure the well-being of all individuals associated with our operations.

Responsibilities of Employers and Employees

Employers:

- To ensure, as far as is reasonably practicable, the health, safety, and welfare at work of all employees.
- To conduct business in a way that ensures, so far as is reasonably practicable, that persons not in our employment who may be affected are not exposed to risks to their health and safety.
- To provide clear instructions, information, and adequate training, to ensure employees are competent to do their work.
- To engage in consultation with employees on matters affecting their health and safety.
- To ensure safe handling and use of substances.
- To provide and maintain safe equipment and ensure safe operation and use.
- To maintain safe and healthy working conditions, taking into account the prevailing circumstances and any specific risks associated with our operations.

Employees:

- To take reasonable care of their own health and safety and that of others who may be affected by their acts or omissions at work.
- To cooperate with their employers in respect to health and safety matters.
- To correctly use work items provided by their employer, including personal protective equipment, in accordance with training or instructions.
- To not interfere with or misuse anything provided for their health, safety, or welfare.
- To report any health and safety concerns to an appropriate person (as defined in our reporting procedures).

Health and Safety Objectives

Risk Management: To regularly assess and manage risks associated with our operations, ensuring that appropriate control measures are in place.

Compliance: To comply fully with all relevant legal requirements, codes of practice, and regulatory standards.

Training and Awareness: To provide ongoing health and safety training to all employees, promoting awareness and understanding of health and safety issues.

Continuous Improvement: To continually improve our health and safety performance through regular review, consultation, and adaptation of our health and safety practices.

Incident Management: To implement robust procedures for the reporting and investigation of workplace incidents and accidents, aiming for their prevention and the mitigation of any related impacts.

Engagement and Communication: To foster an open culture where health and safety concerns can be raised freely, without repercussion, and addressed promptly.

This policy serves as a cornerstone of our commitment to health and safety at EU Signs Ltd. It is the duty of management to ensure that this policy is applied at all times and to review its contents annually or sooner if required by changes in legislation or company operations. All employees are required to read, understand, and adhere to the contents of this policy and the accompanying procedures and guidelines that form our health and safety management system.

Signed:

M N Tokalak

05 February 2024

This document is made available to all employees and is displayed prominently within our premises.

EU-HSP-V2.01	EU Signs Ltd Health and Safety Policy		
Form Approved Date:	15 January 2023	Approved by:	M N Tokalak
Review Date:	05 February 2024	Version:	2.01

EU SIGNS LTD HEALTH AND SAFETY ACTION PLAN

Overall and final responsibility for health and safety is that of:	M N Tokalak
Day-to-day responsibility for ensuring this policy is put into practice is delegated to:	J Nicholls

Statement of general policy	Responsibility of (Name / Title)	Action / Arrangements (Customise to meet your own situation)
To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities	MN Tokalak - Director J Nicholls - Production Manager	Relevant Risk assessments completed and actions arising out of those assessments implemented. Reviewed each year or earlier if working habits change. Report all accidents using report book. Keep log book for incidents and accidents. Yearly assess all incidents & accidents up to date, discuss and take action to prevent them. EU Signs Ltd is proud to be accident and incident free since 2009.
To provide adequate training to ensure employees are competent to do their work	MN Tokalak - Director	Staff and Sub Contractors given necessary health and safety information and induction/training. We will ensure that suitable arrangements are in place to cover employees engaged in work remote from the main company site.
To engage and consult with employees on day-to-day health and safety conditions and provide advice and supervision on occupational health	MN Tokalak - Director	Staff routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required.
To implement emergency procedures - evacuation in case of fire or other significant incident.	MN Tokalak - Director J Nicholls - Production Manager	Escape routes well signed and kept clear at all times. Evacuation plans are tested from time to time and updated as necessary.
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage / use of substances.	All staff All Contractors	Toilets with washing facilities (hot water) and drinking water/canteen area provided. System in place for routine inspections and testing of equipment and machinery ensuring that action is promptly taken to address defects as they arise. Any faulty equipment should be reported immediately. Use provided PUWER inspection check list.

Health and safety law poster is displayed:	In Reception Area	
Health and Safety Policy Available	<ul style="list-style-type: none"> • In company network • Shared company drop-box • In reception area 	
Signed:	MN Tokalak - Director	Date: 05 February 2014

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This document is subject to review, monitoring and revision by: MN TOKALAK every twelve months or sooner if work activity changes

EU-HSAP-V2.01	EU Signs Ltd Health and Safety Action Plan		
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