

- Mastic Joint Sealing
- Diamond Core Drilling
- Diamond Saw Cutting
- Controlled Demolition
- Concrete Repair & Protection
- Waterproofing



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HEALTH & SAFETY POLICY

GENERAL STATEMENT

The Directors of Sealant & Construction Services Ltd. recognise and agree with the aims and provisions of the Health and Safety at Work etc. Act 1974, and Regulations made under the Act.

They accept it is their duty and responsibility to maintain, as far as is reasonably practicable; healthy, safe and hygienic working conditions and practices for employees.

They also recognise their duties and responsibilities to visitors, contractors and persons other than employees who may be affected by Sealant & Construction Services Ltd. activities.

The Directors believe that responsibility for health and safety matters should be shared by management and employees.

They are committed to continuous improvement in health and safety performance.

They consider that all management have responsibilities to ensure that safety rules and practices are observed and that employees are obliged to co-operate with management on matters of health and safety.

In recognition of this duty, Sealant & Construction Services Ltd. undertake to provide and maintain such facilities and systems as are laid out in its Health & Safety Policy document, and procedures relating to it.

This policy, and those seeking to implement it, will have the full backing of the Directors.

Signed:

Date: 6th January 2025

Review Date: 6th January 2026

Philip Alden
 Managing Director





ORGANISATION

RESPONSIBILITIES

Chairman –

Is responsible in leading the board of directors in setting corporate goals and determining if managers are pursuing and achieving the goals set.

To act as a facilitator and guide to the board and management team.

To represent the Company at corporate social and promotional events as required.

To preside over annual board and management meetings as required.

The Chairman has no executive responsibility in day-day operational activities of the Company.

The Managing Director –

Is the 'Appointed Person' under Regulation 7(1) of the Management of Health and Safety at Work Regulations 1999, and has ultimate responsibility for the provision of adequate health and safety arrangements and resources, including the financial resources to enable sufficient employee training and PPE supply, and for ensuring the effective implementation of the arrangements made. The Managing Director will also oversee the selection and monitoring of any sub-contractors employed inclusive of their competence in accordance with CDM Regulations 2015. The Managing Director also has responsibilities in overseeing all incidents / investigations involving the Company and to monitor at a strategic level the effectiveness of the arrangements made and review these as necessary.

It is the responsibility of the Managing Director to ensure that suitable funds are allocated to enable health & safety to be properly managed and that Sealant & Construction Services Ltd. has insurance cover of the correct / legal monetary value for all works carried out, inclusive of Employers Liability, Public / Product Liability and Contractors all Risks.

To assist with this task, the services of an internal Safety, Health, Environmental and Quality Manager (SHEQ) are retained.

Senior Contracts Manager & Contract Manager –

Are responsible for ensuring the Directors commitment to health and safety is considered and given proper regard within all operations and activities carried out by the Company and are responsible for ensuring health and safety is effectively promoted on site. Senior Contracts Manager and Contracts manager are also responsible for communicating with site operatives to ensure that the correct training is being carried out by the Company for that individual and that site operatives are aware of all H&S arrangements and allocated PPE is suitable for the individual and the job prior to works commencing.

Operations Manager –

Are responsible for the application of Company health and safety procedures on site and for monitoring and maintaining health and safety performance; this includes ensuring that only suitably trained operatives carry out the allocated works and that all suitable safe systems of work are adhered to including the provision and wearing of correct PPE.

Safety, Health, Environmental & Quality Manager (SHEQ) –

Is responsible for supporting the Managing Director in his/her duties under Health and Safety Law, ensuring that all relevant and statutory CDM documentation is completed, communicated and reviewed accordingly, including risk assessments, COSHH assessments, Method Statements, Safe Systems of Work, completion of sub-contractor selections, competence verification of monitoring and in the communicating of health and safety information to all staff within the Company and its





customers, and implementing and assessing H&S operating procedures in accordance with the Company's H&S policy.

The SHEQ Manager will work in conjunction with the Internal Trainer to ensure that suitable training is carried out to enable works to be carried out safely and efficiently.

The SHEQ Manager will record and report any accidents and incidents to the correct authorities in accordance with current legislation and investigate the accident or incident with the assistance of all Company employees involved and compiling and communicating the findings of the accident report to the main contractor and Company management.

Site Supervisors –

Responsible for the application of procedures on site and for monitoring and maintaining health and safety performance, including the correct storage and use of PPE. They must inform the Company of any accidents or incidents they have witnessed or been involved with and are to inform the Company management of any failures in the Health & Safety arrangements that the Company or its client has put in place.

Individual operatives –

Are responsible for ensuring that their day-to-day tasks are carried out using safe and recognised procedures, including the correct storage and use of PPE.

They must inform the Company of any accidents or incidents they have witnessed or been involved with and are to inform the Company management of any failures in the Health & Safety arrangements that the Company or its client has put in place.

PERSONAL LIABILITY OF EMPLOYEES

It is the statutory duty of every employee under the Health & Safety at Work etc. Act 1974 Section 7 & 8 to take reasonable care for the health and safety of themselves and of others who may be affected by their acts or omissions at work.

COMMUNICATION

Senior Contracts Managers, Site Supervisors and SHEQ Manager will consult with employees on decisions affecting the health and safety of employees, and health and safety will be a permanent item on the agenda of all Management Team meetings.

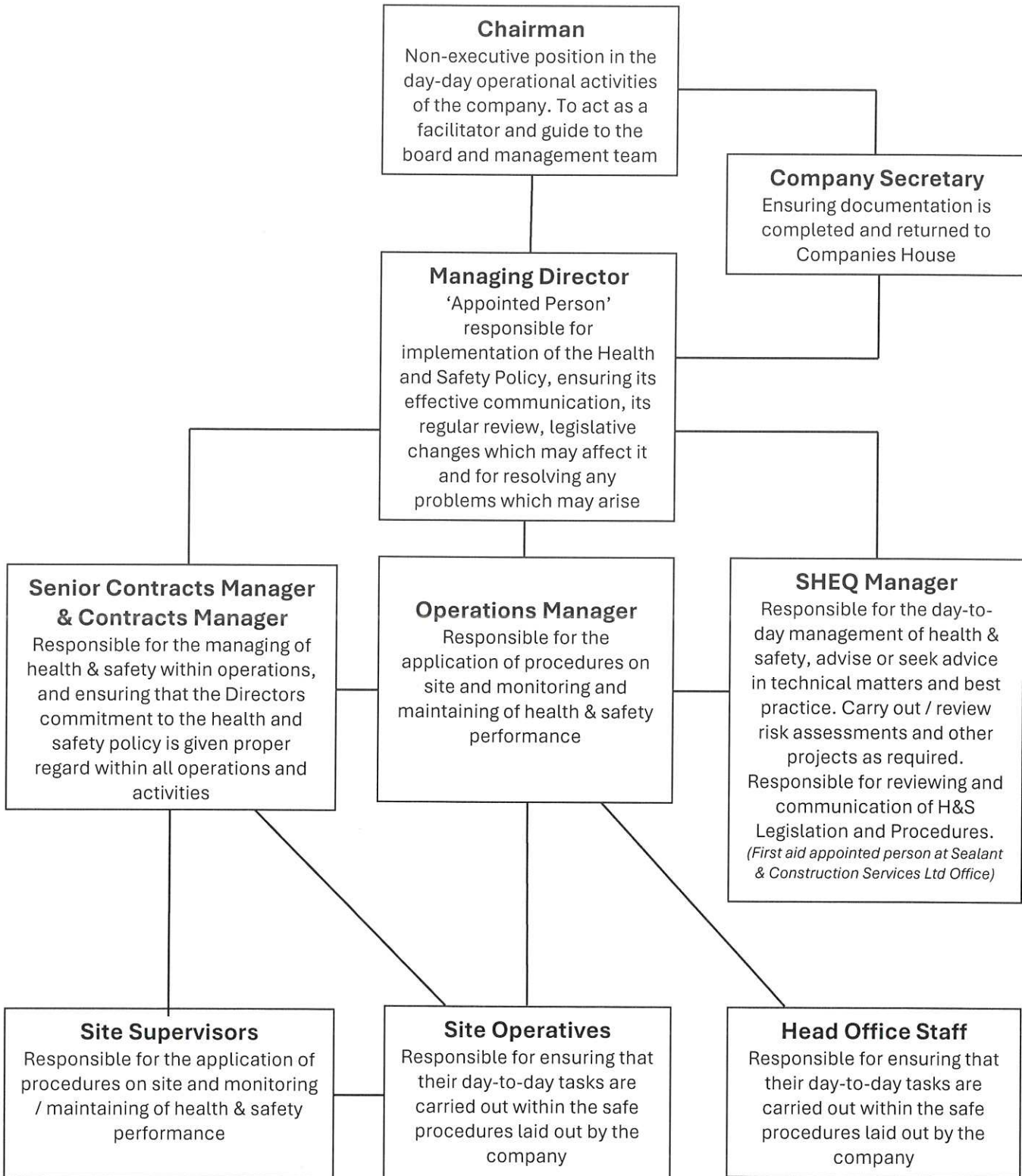
Employees will be issued with information on hazards and risks which may affect them, and working procedures necessary to ensure safety in the workplace, this will include the issue of generic and site

/ job specific risk assessments and method statements. Documents relating to policy and procedure will also be available on site for reference by employees or clients. Constructive comments on safety measures are encouraged from employees.

All operatives have access to a Senior Contracts Manager, Site Supervisor and Managing Director and should raise any queries regarding health and safety with them and / or the SHEQ Manager. Office employees should raise any queries with their immediate line manager and / or SHEQ Manager.



Organisational Structure for the management of Health & Safety





PERSONNEL LIST AS AT JANUARY 2025

Chairman Darren Rogers
01728 860198 Office

Managing Director Philip Alden
01728 860198 Office
07795 973755 Mobile

Company Secretary / Director..... Alison Rogers
01728 860198 Office

SHEQ Manager Andy English
01728 860198 Office
07738 321589 Mobile

Senior Contracts Manager. Matthew Harrowven
(Diamond Drilling)
01728 860198 Office
07771 676198 Mobile

Contracts Manager..... Darren Livermore
(Mastic Joint Sealing)
01728 860198 Office
07825 223288 Mobile

Operations Manager..... Julie Nelson
01728 860198 Office
07956 013989 Mobile





HEALTH AND SAFETY ARRANGEMENTS

THE CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS 2015

The company operates as a Contractor as defined under Regulation 15 of the CDM Regulations 2015.

The Managing Director assumes overall responsibility for identifying, meeting and discharging duties under these regulations but devolves day to day responsibility to the SHEQ Manager and Contracts Management team through implementation of the following process.

Regulation 15 (1) – Departmental Senior Contracts Managers/Supervisors ensure works are only undertaken for approved clients aware of duties owed under these regulations.

Regulation 15 (2) - The SHEQ Manager in consultation with the Contracts Management team creates site and task specific RAMS for each project to plan, manage and monitor construction work carried out either by the Company or by workers under our control, to ensure that, so far as is reasonably practicable, it is carried out without risks to health and safety. All safety plans are approved by the client prior to work commencing.

Regulation 15 (3) - Where there is more than one contractor working on a project, the Departmental Senior Contracts Manager must ensure we comply with— (a) any directions given by the principal designer or the principal contractor; and (b) the parts of the construction phase plan that are relevant to our work as a contractor on the project.

Regulation 15 (7, 8, 9) – The Contracts Management team supported by the SHEQ Manager and Operations Manager plan works and allocate tasks to ensure workers employed in construction work are provided with appropriate supervision, instructions and information to work safely. They maintain up to date Training Plans, certification and confirm suitable site inductions to ensure workers have the necessary skills, knowledge, training and experience to carry out the tasks allocated in a manner that minimises risk.

RISK ASSESSMENT

The Company undertakes mastic joint sealing, diamond cutting & drilling, concrete repairs and waterproof coating application. All such works take place at customer's premises, which may be either normal work premises or a construction site.

The hazards associated with all works undertaken by Sealant & Construction Services Ltd are foreseeable but vary site to site. To ensure that all risk assessments are site specific the Company relies on co-operation and co-ordination with customers to receive information regarding risks at customer premises and the preventative measures necessary to ensure the safety of Company employees working there (as provided for in the Management of Health & Safety Regulations).

For sealant works classed as low risk, such as domestic premises, or internal works on finished buildings; Sealant & Construction Services Ltd operatives, under the instruction of Sealant & Construction Services Ltd management, are able to complete generic risk assessments presented in a tick box format to reduce on site hazard / risk complacency and to ensure that a risk assessment is in place for the works, in accordance with Health & Safety legislation.





Generally, the assessment of the site wide issues will be expected to have been undertaken by Principal Contractors under CDM Regulations 2015, and Sealant & Construction Services Ltd, as subcontractors, advised of any significant hazards and risks prior to the commencement of their work.

Risk assessments and method statements will be compiled, monitored and reviewed by the SHEQ Manager and issued to the client prior to commencement of the work. Our operative(s) shall be presented with a copy of the documents either by the company or from the site manager.

If young workers or pregnant women are employed within the Company, then an additional risk assessment will be undertaken to take account of any increased risks to such employees.

It is a policy of Sealant & Construction Services Ltd to eliminate or control identified risks so far as is reasonably practicable, and at a minimum to comply with the requirements of the relevant regulations.

Risk assessments are reviewed yearly for ongoing works unless any additional risks or hazards are identified and / or the work process / working environment changes.

SAFE SYSTEMS OF WORK / METHOD STATEMENT

Where significant risks have been identified, a method statement with signed and dated cover sheet will be incorporated in the risk assessment documentation detailing the control measures and how they are to be incorporated.

The method statement will focus on The Scope of Works, Programme of Works, Access & Egress, Lighting, Plant & Equipment, Materials (delivery & storage), Sequence of Works, Risks & Controls, Technical Information, Emergency & Welfare, Arrangements, Training, Supervision, Housekeeping / Environmental, Site Rules, Personal Protective Equipment and Adverse Weather.

ACCIDENT PREVENTION

Arrangements for the control of hazards, as identified in Risk Assessments, will be implemented at all times.

All protective equipment, devices and clothing, will be maintained in a serviceable condition at all times.

It is the responsibility of Senior Contracts Managers & Site Supervisors to eliminate or control any potential hazards reported to them.

It is the responsibility of all employees and the self-employed to be vigilant and have regard for their own and their colleagues' health and safety and to report any potential or actual hazards.





INSPECTION OF EQUIPMENT AND MACHINERY

All access and lifting equipment and powered machinery will be inspected by a competent member of staff or authorised contractor on a regular basis, and records kept in accordance with PUWER Regulations 1998 and LOLER Regulations 1998.

Where such equipment is hired or hired and assembled by an outside contractor or supplier, then Sealant & Construction Services Ltd will ensure that arrangements are made for inspections to be carried out as necessary.

All electrical and mechanical equipment will be inspected and maintained in line with company maintenance schedules, manufacturers' recommendations and as required so as to comply with the relevant regulations.

In addition to the above inspections, it is the stated duty of all employees to report any defect that comes to their notice.

CAPABILITY AND TRAINING

It is the policy of Sealant & Construction Services Ltd. to only employ persons physically and mentally capable of safely performing their task, and who have had, or are willing to undertake, the necessary training for the type of work they are to carry out.

Basic general safety training will be part of induction, and site operatives undergo Construction Skills health & safety training as soon as is reasonably practicable following initial employment to enable registration for their CSCS Card.

Where the results of assessments identify a need for more specific health and safety training, Sealant & Construction Services Ltd ensure that such appropriate training is provided, including manual handling and COSHH awareness training undertaken internally.

An annual training plan / matrix is compiled by the Company internal trainer in conjunction with the H&S Manager from induction forms, previous training matrices and employee assessment appraisal sessions. Where a new employee is untrained in a specific trade they will, after their probationary period, be enrolled either onto an approved external apprenticeship scheme or trained internally and then externally assessed to NVQ Level 2 standard to enable the upgrade of their CSCS card to 'Skilled Worker'.

SUPERVISION OF EMPLOYEES

Although the majority of general works that Sealant & Construction Services Ltd. carry out on behalf of contractors can be carried out by one fully trained operative (not lone works) and overseen by Sealant & Construction Services Ltd contracts managers, Sealant & Construction Services Ltd have the facility to provide fully trained site supervisors to supervise works on site as required. The site supervisors have all completed the Construction Skills / CITB Site Supervisors Safety Training Scheme for Construction & Civil Engineering.





INFORMATION & INSTRUCTION

All relevant information regarding Health, Safety and Welfare received by Sealant & Construction Services Ltd. will be passed on to those persons (Company and Non-Company) affected, including risk assessments, method statements and COSHH assessments for works being carried out. Specific instruction with regard to the necessary actions to be taken to avoid risks is also issued to the relevant persons.

Sealant & Construction Services Ltd employees are consulted on Health, Safety & Welfare issues through toolbox talks, management meetings, induction meetings, group meetings and individual meetings.

USE OF EQUIPMENT AND MACHINERY

In adherence with PUWER Regulations 1998 and LOLER Regulations 1998, all equipment and machinery used by Sealant & Construction Services Ltd. is chosen for their suitability towards the individual using the equipment and for the purpose and conditions that they are to be used for.

No person will be permitted to use equipment or machinery unless they have received sufficient training to achieve competence and have been authorised to do so.

Every employee shall use any equipment, machinery or safety device provided to him by Sealant & Construction Services Ltd. in accordance both with any training in the use of the equipment concerned which has been received by him and the instructions respecting that use which have been provided to him by Sealant & Construction Services Ltd. in compliance with the requirements and prohibitions imposed upon that employer by or under the PUWER Regulations 1998 / LOLER Regulations 1998.

PROTECTIVE CLOTHING AND EQUIPMENT

All protective clothing and equipment necessary to protect employees from hazards identified in job specific risk assessments (which cannot be adequately controlled in other ways), or as prescribed in relevant regulations, will be provided at no extra cost to the employee in accordance with The PPE Regulations 2002.

All PPE will be assessed for suitability to protect against the risks involved and be suitable for the operative to wear and use correctly (including use with additional PPE).

Employees are to be given the correct instruction and training to enable the correct safe use and storage of all PPE issued to them to carry out their work duties.

Employees have a duty under the PPE Regulations 2002 to ensure that all PPE allocated to them is worn and used for the purpose for which it has been designed and in the way they have been trained / instructed to use the equipment.

PPE issued as a necessity must be worn in the relevant circumstances. It is the duty of all employees not to damage or misuse any equipment provided for safety purposes and to report any PPE that is no longer in efficient working order.





Regular inspection of non-disposable PPE will be undertaken and recorded where applicable.

CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH REGULATIONS 2004

Where works carried out by Sealant & Construction Services Ltd requires the use of or produces substances that are hazardous to the health & safety of Sealant & Construction Services Ltd employees, adjacent workers, visitors or the general public then a substance specific risk assessment (COSHH assessment) shall be carried out by the SHEQ Manager in addition to the job specific risk assessment to ascertain the risks and control measures / emergency procedures that need to be put in place to enable the works to be completed safely.

The findings of the COSHH & Risk Assessments will be recorded and communicated to the persons affected and suitable training in the safe storage and use of hazardous materials will be given to the SCS employees using and/or affected by the substances, including any PPE that may be required for use with the substances.

A review of the COSHH assessment will be carried out 6-monthly when there is a reason that the current assessment is no longer valid, there has been a significant change in the work or the results of monitoring employee's exposure shows it to be necessary.

MANUAL HANDLING REGULATIONS 1992

Although Sealant & Construction Services Ltd carry out their works without the need for hazardous manual handling as far as is reasonably practicable, some manual handling risks cannot always be avoided.

Manual handling hazards / risks are assessed for each job undertaken and recorded on the job specific risk assessment. From the information on the risk assessment, control measures are put in place to reduce the risks to as safe a level as is reasonably practicable. The risks involved and control measures / safe systems of work put in place are communicated to the employees affected and reviewed when there is a reason that the current assessment is no longer valid, there has been a significant change in the work or the results of monitoring employee's exposure shows it to be necessary.

All employees undergo internal manual handling awareness training during their induction process and refreshed every 2/3 years.

Employees have a responsibility under the Manual Handling Regulations 1992 to follow all safety procedures put in place to reduce the manual handling risk, make use of any equipment provided for their safety in accordance with any training / information given, inform Sealant & Construction Services Ltd if they identify any hazardous handling activities, ensure that their activities do not put others at risk and must co-operate with Sealant & Construction Services Ltd on all health & safety matters.

WORKING AT HEIGHT REGULATIONS 2005

The nature of the works undertaken by Sealant & Construction Services Ltd sometimes requires employees to work at various heights on site.





Works are planned to avoid working at height as far as is reasonably practicable, however, where this is unavoidable, a job specific risk assessment is carried out to ascertain the safest form of access to enable the works to be completed without causing risk to the employee involved, adjacent workers, visitors or the general public.

Employees are internally trained in the use of ladders / step ladders (short periods only) and podium platform access equipment that is issued to them and they are responsible for the daily safety checks of the access equipment. Interim safety checks are carried out by appropriately trained persons and recorded. Where other access equipment is used for longer periods of access (scaffold towers, scissor lifts and self-propelled boom lifts) then the employee will be trained by external training companies to the correct standard.

Employees are responsible for reporting any activity or defect to work at height that is likely to endanger themselves or others and for the correct use of all equipment issued to them to work at height safely in accordance with any training or instruction given to them.

NOISE AND VIBRATION

Sealant & Construction Services Ltd have a legal duty under the Control of Noise at Work Regulations 2005 and the Control of Vibration at Work Regulations 2005 to control the noise and vibration exposure to the employees using high risk work equipment and surrounding services, visitors and general public affected by the works that we undertake.

All work undertaken is planned out in conjunction with a job specific risk assessment to ensure that the correct equipment and process is used to reduce noise and vibration exposure to a safe daily level.

All plant and equipment is purchased, where practicable, with suitable noise and vibration damping devices and are regularly maintained / serviced to ensure that the damping devices remain in full working order.

All employees receive training during induction, which includes noise and vibration hazard awareness and control measures used to reduce exposure. Employees complete at the induction phase and annually thereafter health surveillance questionnaires and Occupational Health surveillance to identify adverse effects from noise / vibration at an early stage and enable professional advice to be sought.

Employees have a responsibility to follow all safety procedures put in place to reduce noise and vibration risks to a safe level, make use of any equipment provided for their safety in accordance with any training / information given, inform Sealant & Construction Services Ltd if they identify any faults with the PPE allocated / control measures in place and ensure that their activities do not put others at risk and must co-operate with Sealant & Construction Services Ltd on all health & safety matters.

CONTROL OF ASBESTOS AT WORK REGULATIONS 2002

On premises out of the control of Sealant & Construction Services Ltd, it is the responsibility of the main contractor / client on site to safely manage asbestos on site.





Sealant & Construction Services Ltd does not undertake any works with asbestos materials but may work within the vicinity of asbestos-containing materials whilst on site.

SCS site operatives undergo annual external UKATA asbestos awareness refresher training.

FIRST AID & FIRE ARRANGEMENTS

First-aid materials are provided at head office premises. Trained first-aid staff or an Appointed Person will be provided on the basis of assessed need in particular circumstances.

A basic emergency first aid kit is supplied in Company commercial vehicles.

Principal contractors provide first aid facilities on site. Operatives are informed of site specific first aid arrangements by the principal contractor during site induction prior to commencement of any works.

All risk assessments compiled for works include a fire risk assessment section to highlight the fire hazards & risks involved within the works and what controls are required to eliminate or reduce the risk to a safe working level.

All First Aid and Fire Safety arrangements are communicated to all employees during the induction process and thereafter by annual refresher training.

SITE AUDITS / INSPECTIONS

General Site Inspections are carried out by managers at regular intervals to ensure that health & safety provisions in place are being carried out in accordance with Sealant & Construction Services Ltd policy.

Site Audits are carried out by the SHEQ Manager, depending on the duration of the works. All audits carried out assess that all site health, safety and welfare arrangements, procedures and paperwork are in place and that safe working practices are being carried out. A report is then compiled and signed by the H&S Manager and then communicated to all persons involved.

ACCIDENT INVESTIGATION & REPORTING

All accidents and their causes must be reported to the H&S Manager as soon as is practicable and recorded in the Accident Book for investigation and reporting under the Reporting of Injury Disease and Dangerous Occurrence Regulations (RIDDOR) 2013 if necessary. The SHEQ Manager will be responsible for reporting accidents under RIDDOR.

All 'near misses' (dangerous occurrences) and their causes must also be reported for investigation by SHEQ Manager or Senior Management and reporting under RIDDOR if necessary.

All accidents and incidents will be investigated by the SHEQ Manager and overseen by the Managing Director with the assistance of all Company managers and employees where required.





A report of the incident / accident will be compiled by the SHEQ Manager, approved by the Managing Director and communicated to all parties concerned. The report will include any additional precautionary measures required and a review date if required.

FIRE AND OTHER EMERGENCY PRECAUTIONS

Emergency escape exits and firefighting equipment are clearly identified within head office premises.

Fire risk and emergency escape routes and procedures will be assessed at individual sites by risk assessment.

It is the duty of all persons to ensure that emergency escape routes are kept clear at all times. All staff will be instructed in the action to be taken in the case of a fire or other emergency.

WELFARE & OCCUPATIONAL HEALTH ARRANGEMENTS

Sealant & Construction Services Ltd provides suitable welfare facilities for all Company employees and Sub-Contractors working on behalf of the Company. Company employees / subcontractors will utilise the main contractor's or client's site welfare facilities where provided. Where works are carried out at a remote site with no main contractor or client welfare facilities, Sealant & Construction Services Ltd will make suitable arrangements to enable works to be carried out in accordance with The CDM Regulations 2015.

Due to the nature of the works undertaken by Sealant & Construction Services Ltd all employees complete a personal health surveillance questionnaire during the Company induction process. This is sent to our Occupational Health provider who enrol our employees on a routine health surveillance programme to ascertain any additional precautions that need to be put in place to safeguard the employee. The questionnaire and surveillance include assessment of vibration, noise, skin disorders and manual handling issues. This includes mental health and fatigue referrals for access to counselling services and further support. Our provider also offers Mental Health First Aider Training. Should any serious issues arise from these questionnaires or health surveillance, then further professional health advice is sought. Awareness of these services is communicated at employee induction training and the policy is issued in hard copy form to all employees in a personal folder. Toolbox Talks and briefings can also include mental health and fatigue awareness and advice on what help is available.

CONTRACTORS

Sealant & Construction Services Ltd do not generally use subcontractors but do recognise the increased risk of accidents when employing subcontractors who may be unfamiliar with activities on site and the safety requirements of Sealant & Construction Services Ltd and their clients.

The Company's policy enables the employment of subcontractors and includes arrangements for co-operation on matters affecting health and safety. Subcontractors will only be employed once the Subcontractor questionnaire has been completed and reviewed by the SHEQ Manager and Managing Director to assess the subcontractor's own arrangements and facilities for health and safety.





Provision is made where small subcontractors or self-employed individuals are engaged, for them to agree to comply with Sealant & Construction Services Ltd own procedures.

Where subcontractors are used, their compliance with the company Health & Safety Policy and Procedures will be closely monitored by the SHEQ Manager with the assistance from the Sealant & Construction Services management team.

LONE WORKING

Some low-risk works are occasionally carried out by Sealant & Construction Services Ltd in remote areas without a main contractor present on site. Although lone working is not common practice, where lone works cannot be eliminated Sealant & Construction Services Ltd will ensure that a suitable risk assessment of the lone works will be carried out and suitable controls put in place to reduce any risks associated with lone works, for example lone works emergency communication devices and emergency first aid kits.

COMPANY RULES

Sealant & Construction Services Ltd considers the health and safety of its employees and subcontractors to be of paramount importance. Failure by any employee, or subcontractor under the control of Sealant & Construction Services Ltd, to observe the rules with regard to health and safety matters, will result in disciplinary action being taken. Observation of safety rules and procedures is a condition of employment.

OUR DUTY AS A SUBCONTRACTOR

Sealant & Construction Services Ltd and its employees have a legal obligation to co-operate with the client / principal contractor / main contractor in planning and managing the work to ensure that risks are properly controlled to ensure that the site is a safe and healthy place to work. This is achieved through effective communication and co-operation between all parties.

REVIEW OF POLICY

This policy will be reviewed annually to determine its effectiveness or as and when to take account of any changes within the Company or statutory regulations / legislations which may affect it.

Any weaknesses or recommendations should be referred to the Managing Director for consideration at the time of review.

SCOPE OF POLICY

This policy applies to any person working within the Sealant & Construction Services Ltd organisation whether they are contractually employed or not. It is designed to protect all people who work within or are employed by the Company and others who may be affected by its activities.

EVALUATION AND REVIEW

This policy will be communicated to all employees with a copy published on the company website. It will be reviewed annually and amended accordingly to ensure that its aims remain current.

