

Quality Procedure	Health and Safety (H&S) Policy		
Approved by: Jing Luo	Date: 19/03/2026	QESP-6.3.1	Revision: E
Updated by: Ian Cuthbert	Document Owner(s)	Manager Director / Quality Manager	

Health and Safety (H&S) Policy

Health, safety and welfare at work are matters of vital importance to the company, who shall:

- Carry out suitable and sufficient assessments of the risks to the health and safety of employees to which they are exposed to at work, and to persons to in our employment so far as may be affected by the work activities as part of the organisations legal compliance, and obligations.
- Initiate and operate healthy and safe working practices by planning, organising, controlling, monitoring, and periodically reviewing working areas, processes, and practices in order to continually improve these standards of health, safety, and welfare.
- Train employees to work efficiently and safely with an understanding both of the nature of known hazards and the reasons for preventive and proactive measures to guarantee employee participation through the consultation of workers, and other stakeholders.
- Investigate any accidents, incidents, dangerous occurrences and near misses and decide what measures should be implemented to mitigate their effects.
- Provide adequate arrangements for communication and consultation between management and employees on health and safety matters; and
- Provide the resources necessary to implementation of this policy, and the commitment to the development of these processes.

Not all responsibility for health and safety rests with management. Each employee has a duty to co-operate with their employer in carrying out the employer's statutory duties and must:

- Take reasonable care for the health and safety of themselves and other persons who may be affected by their acts or omissions.
- Not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety, or welfare; and
- Report immediately any injury or ill health episode sustained at work or any practice or situation regarded as unsafe.

Signed:



Jing Luo
MANAGING DIRECTOR

Date 19-03-2026

As an employer, we must appoint a competent person to meet our health and safety legal duties.
Our OSHCR registered competent person is; Dr. David Rogers – Woodglade Consultants
www.woodglade.co.uk