

Health and Safety Policy

To provide adequate training to ensure employees are competent to do their work.	Paul Smith - Director	Staff and subcontractors given necessary health and safety induction and provided with appropriate training (including working at height, asbestos awareness and electrical safety) and personal protective equipment. SOCF will ensure that suitable arrangements are made to cover employees engaged in work remote from the main company site.
To engage and consult with employees on day-to-day	Paul Smith - Director	SOCF will routinely consult its staff on health and safety matters as they arise but will also consult with external experts where necessary.
To implement emergency procedures – evacuation in case	Paul Smith - Director	Escape routes well signed and kept clear at all times and evacuation plans are tested regularly.
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure	Paul Smith - Director	Toilets, washing facilities and drinking water provided. System in place for routine inspections and testing of equipment and machinery and

Health and safety poster is displayed:	At reception			
First-aid box and accident book are located:	At reception			
Accidents and ill health at work reported under RIDDOR:				
Signed:		Date:		
Subject to review, monitoring and revision by:		Every	12	months or sooner if work activity changes