



Olive Consultancy Ltd Health and Safety policy

Health and Safety at work etc Act 1974

Our statement of general policy is to:

- Provide adequate control of the health and safety risks arising from our work activities
- Actively involve our employees on matters affecting their health and safety
- Provide and maintain safe equipment
- Provide and maintain safe and healthy working conditions
- Prevent accidents and cases of work related ill health
- Provide information, instruction and supervision for employees
- Ensure all employees are competent to do their tasks
- Review and revise this policy as and when necessary

Signed:

Charles Burt (Managing Director)

Date: 10th May 2007

Responsibilities

Overall and final responsibility for health and safety is that of the Managing Director, Charles Burt.

Day to day responsibility for implementing this policy is delegated to the Supervisor, Helen White.

All staff are responsible for ensuring this policy is put into practice, both for their own and others safety whilst at the workplace.

All staff must:

- Co-operate with management on health and safety matters e.g. follow relevant operating procedures and guidelines
- Not interfere with anything provided to safeguard their health and safety
- Take reasonable care of their own, and others health and safety e.g. use of appropriate PPE (personal protective equipment)
- Report all health and safety concerns to their supervisor.

For further details please contact Helen White at 023 8011 1440 / hwhite@consultolive.com.