

## HEALTH AND SAFETY POLICY STATEMENT

In every activity of its business, Paneless Services Limited is fully committed to minimising the risk of injury or ill health to people and damage to property or the environment.

Paneless Services Limited fully accepts its moral and legal obligations to safeguard, so far as is reasonably practicable, the health, safety and welfare of its employees and anyone who may be affected by the actions of the Company and its employees.

The Company will set standards to comply with the relevant statutory requirements relating to health, safety and welfare with regard to the effect on employees, contractors, visitors and the public.

Paneless Services Limited will:

- Meet its responsibilities as an employer to do all that is reasonably practicable to prevent accidents, injuries and damage to health.
- Provide and maintain safe working environments that minimise the risks to health, safety and welfare.
- Ensure all employees play an active part in the health and safety of the Company by consulting with them and providing them with adequate information, instruction, training and supervision so they can understand their role within the Company.
- Safeguard employees and others from foreseeable hazards connected with work activities, processes and working systems.
- Collect and use personal data to ensure the health, safety and welfare of its staff and others.
- Ensure that:
  - hazardous areas are kept secure from the public, employees, tenants or contractors not required to enter them;
  - adequate guidance, instruction, training and supervision are provided for safe methods of work to be developed when new substances, plant, machinery, equipment, processes or premises are introduced;
  - all plant and equipment is maintained in a safe condition and is subject to routine and statutory inspections and examinations;
  - contractors working for the Company are informed of the relevant standards required and are monitored to ensure compliance without detracting from the contractor's legal responsibilities to comply with statutory requirements.

The Company will communicate the Health and Safety Policy to all employees and it will be freely available to customers and the general public. This policy will be reviewed annually and updated as required to conform to current legislation.

Employees are required to cooperate with the Company to ensure their personal safety and to ensure they are not prosecuted for breach of legislation nor have disciplinary action taken against them by the Company for breach of company rules.

This policy, supported by Instructions, Procedures and Organisational Arrangements will be applied to all activities carried out by the Company.

All employees and sub-contractors will enforce this policy. The Managing Director is personally responsible for the health and safety performance of the Company and signs this policy statement in acknowledgement of this.

Signed:



For and on behalf of Paneless Services Ltd  
Colin Leaver – Director Responsible for Health and Safety

Date: 01 February 2020