

# Solidatus health and safety policy

Version: 1.0

Date: 06 March 2020

Author: Philip A. S. Miller

## This is the statement of general policy and arrangements for:

Philip Miller, Director:

Daniel Waddington, Director:

## Threadneedle Software

Has overall and final responsibility for health and safety

Has day-to-day responsibility for ensuring this policy is put into practice

## Statement of general policy

Prevent accidents and cases of work-related ill health by managing the health and safety risks in the workplace

Provide clear instructions and information, and adequate training, to ensure employees are competent to do their work

Engage and consult with employees on day-to-day health and safety conditions

Implement emergency procedures – evacuation in case of fire or another significant incident. You can find help

## Responsibility of: Name/Title

Philip Miller

Daniel Waddington

Daniel Waddington/Philip Miller

Philip Miller

## Action/Arrangements (What are you going to do?):

Relevant risk assessments completed and actions arising out of those assessments implemented. (Risk assessments reviewed when working habits or conditions change.)

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. We will ensure that suitable arrangements are in place to cover employees engaged in work remote from the main company site.

Staff routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required.

Escape routes well signed and kept clear at all times. Evacuation plans are tested from time to time and updated as necessary.

with your fire risk assessment at:  
<https://www.gov.uk/workplace-fire-safety-your-responsibilities>

Maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances	Daniel Waddington	Toilets, washing facilities and drinking water provided. System in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects.
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Signed: * (Employer)	Name	Date
	Philip Miller	6 March 2020

Item	Location
Health and safety leaflet:	Given to all staff on joining
First-aid box is located:	Under utility table
Accident book is located:	In first aid kit

Accidents and ill health at work reported under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) <http://www.hse.gov.uk/riddor>

# Solidatus risk assessment

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What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
Slips and trips	Staff and visitors may be injured if they trip over objects or slip on spillages.	General good housekeeping is carried out. All areas well lit, including stairs. No trailing leads or cables. Staff keep work areas clear, eg no boxes left in walkways, deliveries stored immediately.		All staff, supervisor to monitor Manager	From now on	

You should review your risk assessment if you think it might no longer be valid (eg following an accident in the workplace or if there are any significant changes to hazards, such as new work equipment or work activities).

For information specific to your industry please go to <http://www.hse.gov.uk>

For further information and to view our example risk assessments go to <http://www.hse.gov.uk/risk/casestudies/>

Combined risk assessment and policy template published by the Health and Safety Executive 08/14.

# Document control

## Version history

Version	Date	Approved by	Notes
V1.0	06/03/2020	Board	Initial version