



HEALTH & SAFETY POLICY STATEMENT

North East Radio Communications Ltd is committed to safeguarding the health, safety and welfare of all employees, customers and other visitors to its premises. This will be achieved by co-ordinating and promoting efforts to ensure a safe working environment, safe working practices, together with the monitoring of performance in policies and procedures in the related illnesses etc. in an effort to reduce these incidents to their lowest level.

Employer and Employee Duties

The above commitments will be undertaken within the requirements of the Health and Safety at Work etc. Act 1974, which states: -

Section 2 (1)

- a) It shall be the duty of every employer to ensure so far as is reasonably practicable the health, safety and welfare at work of all his/her employees.

Section 2 (2)

- a) Plant, equipment and machinery and systems of work must be provided and maintained so as to be safe and without risk to health.
- b) Articles and substances must be used, handled, stored and transported in a safe manner.
- c) Employees must be provided with information, instruction, training and supervision.
- d) A place of work must be safe, with safe access and egress.
- e) The working environment must be safe and healthy, and adequate welfare arrangements must be provided.

It will be the responsibility of all employees to carry out their tasks whilst at work in a safe manner and to co-operate so as to enable the Company to fulfil its statutory obligations as required by the Health and Safety at Work, etc. Act 1974. The general duties of employees being covered in the following sections of the aforementioned act.



Sections 7 & 8. Employees are obliged to: -

- a) Take reasonable care for themselves and others who may be affected by their acts or omissions at Work.
- b) Co-operate with the employer, so far as is necessary, to enable the employer to carry out his legal obligations under the Health and Safety at Work, etc Act 1974.
- c) Not interfere intentionally or unintentionally or recklessly with anything provided for their health, safety or welfare.

This Policy and the way in which it has operated will be reviewed every year.

The policy will be drawn to attention of all new employees on appointment, and to all employees as part of an annual Health & Safety training schedule.

Each department will carry out a safety audit every 6 months, which will be allocated to employees within that department on a rotation basis.

Allocated personnel will be responsible for monitoring the effectiveness of the policy, and ensuring all employees are aware and adhere to the policy.

For North East Radio Communications Ltd

A handwritten signature in blue ink, appearing to be "R. Smith", is written over a dotted line.

Director.

Date: 4.1.16