

Statutory

We have an obligation under the Health and Safety at Work etc. Act, 1974 to ensure, so far as is reasonably practicable, the health, safety and welfare of our employees at work. Additional regulations such as the Workplace (Health, Safety & Welfare) Regulations, the First Aid at Work Regulations, the Regulatory Reform (Fire Safety) Order, the Manual Handling Operations Regulations, the Noise at Work Regulations and the Personal Protective Equipment at Work Regulations enforce additional and specific requirements which we must adopt (as applicable) to prevent incident, injury, disease and dangerous occurrence.

Commitment

We are committed to the health, safety and welfare of our employees and have designated the General Manager as our appointed person for Human Resource functions appropriate to this by:

- carrying out necessary medical screening via initial questionnaire during induction and then adopting any follow-up medical screening as deemed necessary by a qualified medical practitioner;
- advising where general medical and health advice and information can be found.
- provide instruction, guidance, advice and training relating to controls on known hazards including those associated with DSE assessments, manual handling and COSHH;
- undertaking environmental surveys, risk assessments and COSHH assessments to provide advice on issues relating to the workplace, hygiene and safety.
- acting upon any concerns raised or results from screening or symptoms shown by employees working with processes, materials or substances that fall within medical surveillance parameters. require them to receive medical supervision;
- providing sufficient first aid arrangements – first aiders, first aid training and first aid supplies;
- monitoring sickness absence to ensure that it is not attributed to occupational health issues then to provide advice and support to the employee where it is known to be attributable.
- assisting with the rehabilitation needs of employees who return to work following diagnosis of occupational health issues.

Employment Medical Assessment & Surveillance

It is the company's aim to advise of the potential health risks each employee may be exposed to and then encourage them to self-check for early signs and symptoms of ill health relating to this.

This could be through the effects of substances, processes or materials on the health of employees working with them.

As we do not employ medically trained staff, we will assist and support them whilst this is determined by a competent medical practitioner and thereafter with any programmes or actions necessary resultant from medical screening.

All employees accepting an offer of employment complete a confidential medical questionnaire which is reviewed by the General Manager. A periodic re-issue is undertaken. If further information is required then we will contact an external Medical Advisor.

Medical Surveillance for Substance under COSHH

Anyone unavoidably working with substances known to be hazardous to health are to use self-checking medical surveillance to ensure that the measures being taken to control the working environment and protect them from the effects of the substances are effective. The General Manager will act on any reports of early signs of ill health or symptoms (e.g. defatting of skin, dermatitis) and will assist with further medical surveillance through an approved medical examiner.

Environmental Issues

Any environmental concerns with ergonomics, occupational hygiene and safety of working areas are reported to the General Manager who will ensure action is taken using competent external persons where the issues cannot be dealt with in-house. The occurrence will be reported via RIDDOR where applicable.

Users of Display Screen Equipment

It is our policy that a DSE Assessment is conducted in accordance with The Display Screen Equipment Regulations by any employee having access to a workstation and computer monitor / keyboard regardless of the amount of time this device is used by them for their work activities. This ensures that we capture high usage periods which may arise.

Actions relating to the assessment are input including making eyesight testing available. .

Manual Handling

Manual handling techniques are provided within the induction period. Training, guidance and instruction is in accordance with HSE Guidance INDG143.

Refresher training is conducted periodically.

Manual handling risk assessments support activities and are communicated to understanding to all those persons affected.

Noise and Hand Arm Vibration (HAV)

Risk assessments and associated controls support activities and equipment with noise and hand arm vibration elements that could affect persons working for and on behalf of our company. Where we cannot eradicate, substitute or reduce levels to permissible levels, we provide suitable ear protection and conduct medical surveillance as directed by an approved medical examiner.