

SMITH BROTHERS BUILDERS LTD: HEALTH & SAFETY POLICY

SECTION 1: STATEMENT OF INTENT

Smith Brothers Builders Ltd ("the Company") is committed to protecting the health, safety, and welfare of our employees and anyone else impacted by our work. We view safety and operational efficiency as inseparable and will provide all necessary resources, including PPE and safety training, to meet or exceed the requirements of the **Health and Safety at Work etc. Act 1974**. This policy is reviewed annually to ensure continuous improvement in our safety performance.

SECTION 2: INDIVIDUAL RESPONSIBILITIES

- **Directors (John & Colin Smith):** Responsible for the overall safety culture, providing resources, and ensuring the board remains informed of all legislative changes.
- **Site Managers:** Charged with daily safety enforcement, conducting site inductions, maintaining statutory registers, and ensuring all work is carried out according to approved Risk Assessments and Method Statements (RAMS).
- **All Employees/Subcontractors:** Legally required to take reasonable care for their own safety and that of others, to wear provided PPE, and to report any hazards or "near misses" to management immediately.

SECTION 3: OPERATIONAL ARRANGEMENTS

3.1 Training and Education

No person shall carry out work for Smiths without proper safety instruction. We provide mandatory inductions for all staff and specialist training (e.g., **CPCS, PASMA, IPAF**) for plant and equipment operators.

3.2 & 3.3 Monitoring and Inspection Reports

Our Health and Safety Advisor will perform regular site audits. Findings are documented in a written report, and any required safety actions must be addressed by the Site Manager by the set deadline.

3.4 Consultation

We actively encourage staff feedback on safety. Formal consultations will occur during site inductions and regular "toolbox talks" to discuss new technologies or changes to work methods.

3.5 Reporting of Accidents and Incidents

Every incident, however minor, must be recorded in the Company Accident Book. Significant injuries or dangerous occurrences will be reported to the HSE under **RIDDOR 2013** and thoroughly investigated to prevent recurrence.

3.6 First Aid and Welfare

Every project will have a designated First Aider and a fully stocked first aid kit. We provide clean canteen facilities, drying rooms, and suitable toilet units as a minimum standard for all staff.

3.7 Fire Precautions and Emergency Procedures

A site-specific fire risk assessment will be completed for every project. We maintain appropriate firefighting equipment and clear evacuation routes. **Hot Work Permits** must be issued by a Manager before any sparks or heat are generated.

3.8 Risk Assessments

We conduct site-specific assessments for all activities, categorising risks as Low, Medium, or High. Any High-risk task requires a detailed **Safe System of Work** (Method Statement).

3.9 Electricity

All electrical work must comply with **BS7671** wiring regulations. Live working is prohibited. All portable tools must be **PAT tested** regularly, and temporary site wiring must be inspected every three months.

3.10 Work Equipment

All plant and machinery will undergo weekly documented inspections. Hired equipment is subject to the same rigorous checks as Company-owned assets.

3.11 Personal Protective Equipment (PPE)

Smiths provides all necessary PPE (e.g., helmets, high-vis, safety boots). It is a condition of employment that this equipment is worn correctly and maintained by the user.

3.12 Below Ground Works

Before any digging begins, buried services must be identified using up-to-date service drawings and **CAT scanning**. All excavations will be inspected weekly for stability and have safe access/egress.

3.13 Confined Spaces

Entry into confined spaces is a last resort. If required, it will only be performed by trained personnel under a strict permit-to-work system with dedicated emergency rescue plans.

3.14 Lifting Operations

All crane lifts will be planned as "Contract Lifts." Lifting gear must have current certificates of thorough examination and only be operated by qualified banksmen and slingers.

3.15 Site Traffic Management

We plan site layouts to minimise vehicle/pedestrian conflict. Reversing is avoided where possible; when necessary, it must be guided by a clean high-vis-clad banksman.

3.16 Work in Occupied Premises

When working near the public or tenants, we prioritise noise control, electrical safety, and clear housekeeping to ensure their safety is never compromised.

John Smith — Director

Colin Smith — Director

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