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Policy Statement

POLMAI_General_Health & Safety Statement_v3.1.1026



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PART 1: Statement of Intent

This is the health & safety policy statement of:
Absolute Plumbing & Maintenance Limited t/a MyAbsolute.co.uk

Our Health & Safety Policy:

Our health and safety policy is to, so far as is reasonably practicable:

1. Prevent accidents and cases of work related ill-health.
2. Manage health and safety risks in our workplace.
3. Provide such information, instruction, training and supervision necessary to ensure that our employees are competent to undertake their work.
4. Consult with our employees on matters of health and safety.
5. Encourage all employees to engage in maintaining safe working practices.
6. Provide and maintain safe plant and work equipment.
7. Provide all necessary Personal Protective Equipment.
8. Ensure that all substances are used, stored and handled safely.
9. Maintain safe and healthy working conditions.
10. Implement all necessary emergency procedures, including evacuation procedures in the event of fire or other significant incident.
11. Ensure that adequate provision for welfare facilities and that adequate first aid provision is made.
12. Review this policy annually and revise whenever there is a change in circumstances, in work practices or the introduction of new legislation affecting the policy, so as to ensure that these standards of health and safety are maintained.

Through proper and diligent management of these risks, we can create a safe management environment and work culture for all colleagues and customers with each team member having a shared and equal responsibility for managing health, safety, and wellbeing in the workplace.

Absolute management team maintain full accountability for the provision of information, tools, and systems to help manage and ensure health and safety is maintained and wellbeing of all is paramount whilst we operate within the workplace, in public and on client's properties.

	15 October 2026
SIGNED	**DATE**
Andrew Prest	1st March 2028
PRINT NAME	**REVIEW DATE**

PART 2: Responsibilities for health & safety

1. Overall and final responsibility for health & safety:

Accountable: Andrew Prest (Managing Director)
Responsible: All team members

Absolute Plumbing & Maintenance Limited is accountable in its duties to ensure adequate and appropriate provision of information, tools and systems to help manage and ensure health and safety is maintained and wellbeing of all is paramount whilst we operate within the workplace, in public and on client's properties. All team members are expected to familiarise and utilise these policies, and to take personal pro-active action when risks or issues are identified in the avoidance of any potential health, safety or wellbeing incidents or occurrences.

2. Day-to-day responsibility for ensuring this policy is put into practice:

Accountable: Stephanie Webster (Operations Manager)
Responsible: All team members

The Operations Manager assumes accountability for ensuring the team are aware and in receipt of all relevant guidance, information, and tools to ensure the capable management of health, safety, and wellbeing risks. All team members will assume responsibility for applying these guides and tools to effectively management the health, safety and wellbeing of themselves, colleagues, and those around them, this includes managing on-site client properties and safe driving in company vehicles.

3. To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

Andrew Prest:
- MEWPS & Working at heights in excess of 2m
- Working in areas containing identified Asbestos containing materials
- Permitted hot works areas

Stephanie Webster:
- Ensuring policy reviews are undertaken in a timely and efficient manner

4. Additionally, all employees MUST:

1. co-operate with supervisors and managers on health and safety matters.
2. take reasonable care of their own health and safety; and
3. report all health and safety concerns to an appropriate person (as detailed above).

Additionally, for a list of the duties of contractors under CDM 2015 regulations, see section ‘CDM Contractor Duties’

PART 3: Arrangements for health & safety

Risk Assessment:

Appropriate risk assessments will be completed, kept under review and their findings implemented. We have completed the following risk assessments:

CoSHH Materials (inc. material specific risk assessments); GDPR; Using Ladders & Stepladders; Gas Appliance Installation & Maintenance Works; General Maintenance & Repair Works; Mobile Elevated Work Platforms (MEWPS); Plumbing Installations & Maintenance and Working at Height.

Communication of policy

A copy of this policy is available within the Staff Handbook, OneDrive Document Store & Depot Noticeboard

Training of employees

Training shall be provided on induction and on exposure to new or increased risks, for example following the introduction of new equipment, technology or systems of work. Refresher training shall be repeated periodically. Records of all training shall be kept.

Consultation with employees

Consultation with staff on health and safety matters will take place routinely as they arise and following any review of health and safety matters where changes are required.

Fire Safety

A fire risk assessment has been carried out for the site, is clearly displayed within the depot and will be kept under review.

Manual handling assessment and policy

Manual handling instructions must be followed in accordance with our manual handing procedure and training when carrying any load.

Selection of, provision of information to and monitoring of sub-contractors to ensure competence with reference to CDM Regulations.

Appropriate checks will be carried out to ensure sub-contractors working on site have the appropriate technical knowledge and knowledge of health and safety related to their work and to ensure their work is kept under review. Sub-contractors to provide risk assessments and method statements and evidence of their competency e.g. qualifications, training completed, references, or membership of a trade body, where applicable.

Public safety assessment and procedures.

A risk assessment has been carried out for members of the public on site and will be kept under review. All visitors shall be given safety information, instruction and training, protective clothing or safety equipment as may be necessary.

Evacuation & Emergency Procedures.

In the event of an emergency, the fire alarm will sound and a designated person will ensure the evacuation of all persons present on site to their assembly point, contact the emergency services when required and ensure compliance with any relevant emergency procedure.

Staff shall be informed of the emergency procedures on induction and reminded each year. The emergency evacuation procedure will be rehearsed at least once each year.

Accident and investigation Procedures

Where there is an accident or incident at work, an accident or incident report must be completed. Any accident at work or in connection with work (whether involving an employee, visitor or other person), must be reported immediately to the appropriate person who shall arrange for the accident to be investigated and an accident report prepared, recommending means of preventing re-occurrence where appropriate.

Where the accident or incident is of a type that needs to be reported under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR), the appropriate person will ensure that a RIDDOR report is made to the Health and Safety Executive.

Work equipment selection and maintenance

All work equipment provided by the employer for use at work shall be:

1. suitable for the intended use;
2. safe for use, maintained in a safe condition and, in certain circumstances, regularly inspected;
3. used only by people who have received adequate information, instruction and training; and
4. accompanied by suitable safety measures, e.g. protective devices, markings and warnings.

All equipment used must be maintained in a safe condition and in good repair. Where necessary, equipment will be inspected to ensure that it is safe for use without risk of injury or damage and appropriate records will be kept up to date.

The use of any equipment that is not owned by the employer must be authorised in advance.

Personal Protective Equipment

Personal Protective Equipment (PPE) appropriate for the risks involved and suitable for the task and the person undertaking it will be supplied and must be used whenever there is a risk to staff's health and safety which cannot be adequately controlled by alternative means. Where PPE is required it shall be provided at the employer's cost and must be used by staff in accordance with any manufacturer instructions and any directions and training given. Any defects in PPE must be reported immediately on discovery.

Hazardous substances (COSHH), assessment and control measures

In accordance with the Control of Substances Hazardous to Health Regulations (COSHH), we will:

1. Undertake assessments of all work processes where substances are involved and decide which of the processes involve the use of substances hazardous to health so that decisions can be made about necessary control measures;
2. Maintain records of all COSHH assessments;
3. Inform the workforce of any findings of any assessments and provide any person exposed to substances hazardous to health with the necessary information, instruction and training for them to know the risks to health created by such exposure and the precautions that should be taken;
4. Review all assessments (if the work process changes significantly) and annually from the date of the original assessment; and
5. Provide suitable Personal Protective Equipment.

Display Screen Equipment (DSE) assessment / provision

1. The workstation of anyone who uses display screen equipment for a significant amount of time (two or more hours per day) will be assessed (and where necessary adapted) to ensure that its design and layout will avoid visual fatigue and back, shoulder, neck, arms, legs and wrist aches. Adequate chairs, work surfaces and equipment shall be provided.
2. Periodic breaks from using the equipment are encouraged.
3. On request, once a year, a voucher (or reimbursement of cost on production of a receipt) for an eye and eyesight test by an optician will be provided for the above employees who use a computer for work purposes for a significant amount of time. If special corrective appliances for display screen work only are required and a normal appliance cannot be used, the employer will bear the cost of a basic appliance (e.g. the least expensive frame and basic lenses).
4. Where necessary, training on the safe use of display screen equipment shall be made available.

Welfare provisions

Adequate provision will be made for welfare facilities at all sites.

First aid provisions

Adequately stocked first aid boxes will be kept on depot, site and in each company supplied vehicle. All First Aiders shall receive first aid training, attend refresher courses, pass all the necessary qualifications and hold a current First Aid at Work certificate.

CDM Contractor Duties

A contractor is anyone who directly employs or engages construction workers or manages construction work. Contractors include sub-contractors, any individual self-employed worker or business that carries out, manages or controls construction work.

Contractors and the workers under their control are most at risk of injury and ill health from construction work. Contractors therefore have an important role in planning, managing and monitoring their work to ensure any risks are controlled.

Contractors on all projects must:

1. make sure the client is aware of the client duties under CDM 2015 before any work starts
2. plan, manage and monitor all work carried out by themselves and their workers, taking into account the risks to anyone who might be affected by it (including members of the public) and the measures needed to protect them
3. check that all workers they employ or appoint have the skills, knowledge, training and experience to carry out the work, or are in the process of obtaining them
4. make sure that all workers under their control have a suitable, site-specific induction, unless this has already been provided by the principal contractor
5. provide appropriate supervision, information and instructions to workers under their control
6. ensure they do not start work on site unless reasonable steps have been taken to prevent unauthorised access
7. ensure suitable welfare facilities are provided from the start for workers under their control, and maintain them throughout the work

In addition to the above responsibilities, contractors working on projects involving more than one contractor must:

1. coordinate their work with the work of others in the project team
2. comply with directions given by the principal designer or principal contractor
3. comply with parts of the construction phase plan (CPP) relevant to their work

End.