



## Health & Safety Policy Statement

The Hawk Group (from this point referred to as "the company") is committed to provide and maintain a safe and healthy working environment for all employees, visitors and customers to its premises, with safe equipment and systems of work.

Health and safety is a continuing objective and as such is an integral part of the business plan. We will "so far as is reasonably practicable" carry out the provisions as stated in the *Health and Safety at Work Act 1974*.

The Company recognises that safety is the responsibility of everyone and is not just a function of management. The management and employees have specific duties and responsibilities to comply with the letter and the spirit of this policy.

The company maintains that the health and safety of its employees and the general public is of paramount importance.

In particular, the company will:

- Provide and maintain safe and healthy working conditions, taking account of prevailing statutory requirements;
- Use risk assessments and control measures to ensure that the health and safety of employees, other contractors, occupiers of premises and members of the public is not adversely affected by work operations;
- Clarify individual roles with respect to health and safety using a set of Personal Safety Standards;
- Outline minimum acceptable standards for key operations and processes using a set of Operational Safety Standards;
- Encourage all persons to challenge unsafe behaviours as well as acknowledging safe behaviour to promote a safe working culture;
- Encourage all persons to report incidents (injuries or near misses, unsafe acts or conditions and assist in incident investigation with the objective of jointly developing measures to prevent recurrence;
- Actively encourage suppliers and subcontractors to promote good health and safety practices as part of supplier approval and monitoring procedures; and
- Co-operate with clients and other parties to reduce occupational health and safety risk.

Employees of the company are expected to co-operate in the operation of this policy by:

- Working safely and efficiently and complying with the requirements of Personal and Operational Safety Standards;
- Reporting incidents whether they are injuries, near misses, unsafe acts or incidents of ill health or damage;
- Assisting in the investigation of incidents with the objective of jointly developing measures to prevent recurrence.

The company will provide the necessary information, instruction and training to employees and others, including temporary staff and contractors to ensure their competence with respect to health and safety.

The company will ensure that procedures are established to ensure that safe equipment and plant are provided for employees and non-employees.

With regard to the communicating of health and safety matters the company will consult with employees on a regular basis to encourage feedback with the aim of introducing proactive health and safety ideas from all levels of the company.

The company will ensure that health and safety is fully integrated into the management, planning and decision-making processes within the organisation.

The company believes that the vast majority of incidents and/or accidents can be prevented and request all concerned to co-operate in making this establishment a safe and healthy environment in which to work.

The company has ensured that there are arrangements in place for the effective development, review and communication of this policy statement.

The Managing Director is ultimately responsible for the implementation of this Policy and for the provision of resources and access to competent occupational health and safety advice.

Signed on behalf of The Hawk Group:

Chairman & Managing Director:

Signed: 

**Mike Hawkins.**

Date: 19<sup>th</sup> October 2011