

## HEALTH AND SAFETY POLICY

At Chiller Box we are committed to achieving high standards of health, safety and welfare at work at all times, and are fully aware and comply with The Health & Safety at Work Act 1974.

### EMPLOYEE SAFETY

Our statement of general policy is to:

- Provide adequate control of the health and safety risk arising from our work activities
- Consult with employees on matters of their health and safety
- Provide full training and instruction of equipment and substances
- Provide COSHH assessments detailing the safe storage, handling and disposal of hazardous substances
- Ensure employees are competent to do their tasks and are provided with adequate supervision where necessary
- Maintain a constant and continuing interest in health and safety matters
- Ensure safe and healthy working conditions
- Review and revise this policy at regular intervals

### TAKING RESPONSIBILITY

Whilst we take prime responsibility for ensuring the health, safety and welfare of our employees, it is expected that all employees accept their responsibilities under the Health and Safety at Work Act.

We ask our employees to:

- Take care of their own health and safety and that of others who may be affected by their acts or admissions
- Cooperate with management to enable Chiller Box to fulfil its legal obligations
- Not interfere with, or misuse, anything provided to safeguard their health, safety and welfare
- Report any health and safety concerns to the Managing Director

### SITUATION ASSESSMENT

To ensure we are providing a high standard of health and safety in the workplace, Chiller Box will do the following:

- Risk Assessments will be carried out annually or when work activities change - whichever is sooner. Assessments will be carried out by the Managing Director or a nominated person
- Results will be recorded and any actions to improve, remove or reduce risks identified will be checked by the Managing Director

## OUR EQUIPMENT

To ensure our equipment is of the safest standards we propose the following:

- The Managing Director or a nominated person is responsible for identifying any equipment that requires maintenance
- Any identified maintenance problems must be recorded and procedures put in place to fix or replace equipment
- Any new equipment must be checked before purchase to ensure it meets with Health and Safety standards

## SUBSTANCE HANDLING

To ensure our staff are knowledgeable and capable of handling substances, we propose the following:

- The Managing director or a nominated person is responsible for identifying all substances which need a COSHH assessment
- COSHH assessments will take place annually or when the work activity changes whichever is sooner
- All relevant employees will be informed about the COSHH assessment
- Any new substances must be checked before purchase to ensure they meet with Health and Safety standards

## EXTRA CARE

Health and Safety is a primary concern, which is why we also offer:

- Consultation to employees wishing to discuss any health and safety issues
- Health and safety instruction to all new employees

This policy will be subject to an annual review or when process conditions change.