

# Surface Finishing Equipment Group

Including:-

**Abraclean Ltd and  
Hogg Blasting & Finishing  
Equipment Ltd**



Surface Finishing  
Equipment Group

The Surface Finishing Equipment Group are committed to ensuring the health, safety and welfare of the Company's employees, contractors and visitors so far as reasonably practicable. In accordance with this commitment the Company undertakes to:

- *Comply with all relevant health and safety legislation, approved codes of practices, standards and other applicable criteria.*
- *Formally manage risks within the workplace, using hazard identification and risk assessment procedures. These procedures shall include methods for prioritising and implementing controls.*
- *Establish and review health and safety objectives and targets in line with continuous improvement principles.*
- *Consult with employees on health and safety matters, especially where there are proposed changes that may affect workplace health and safety.*
- *Ensure that all processes and work practices are designed to take account of health and safety and are suitably supervised at all times.*
- *Provide information, instruction and training to ensure all employees are aware of the hazards within the workplace and the measures to be taken so that these hazards are managed.*
- *Provide resources for monitoring and inspecting the workplace to ensure health and safety standards are met.*
- *Ensure all supervisors and managers are aware of their responsibility in maintaining a safe and healthful workplace.*
- *Ensure supervisors and managers accept responsibility for people and areas under their control and integrate health and safety into management activities.*
- *Ensure all employees are aware of their responsibility for their safety and the safety of others who may be affected by their acts or omissions.*
- *Ensure all employees are aware of their responsibility to report unsafe or unhealthy conditions.*
- *Ensure that our employees working on customers premises meet the clients' health and safety requirements.*
- *Ensure contractors and their workers meet or exceed the Company's health and safety requirements.*

Further to the above commitment, managers and supervisors at all levels shall display a positive attitude towards health and safety and personally follow high standards of health and safety at all times.

This policy shall be communicated to all employees to ensure that they understand their individual responsibilities.

*Ian W. Francis.*

**Managing Director  
Jan 2016**

## **THE MANAGING DIRECTOR**

Is ultimately responsible for the H&S of Surface Finishing Equipment Group, they will review and sign the H&S policy and take an active role in establishing H&S as a priority for the Company. This will involve :-

- a) Formally including health and safety issues at senior management meetings
- b) Incorporate health and safety statistics as part of performance reviews.
- c) Review annual health and safety audit results.  
In the event of installation work carried out on third party sites this responsibility will transfer to the Project Manager.

## **THE HEALTH AND SAFETY OFFICER**

Will advise and assist management to enable them to meet their legal duties and obligations under prevailing legislation, this will entail :-

- a) Prepare and review relevant risk assessments
- b) Co-ordinate planning, development and implementation of the H&S programme
- c) Investigate accidents and incidents and report to management and where necessary H.S.E.
- d) Liaise with relevant authorities on safety matters.
- e) Audit the H&S programme and report any failings to departmental managers and the H&S committee

## **DEPARTMENTAL MANAGERS**

Have direct responsibility for the safe operation of their departments and must ensure that health and safety standards are maintained and are accountable to their senior manager, director and ultimately the Managing Director for achieving the objectives of the H&S policy, as part of the management system they will :-

- a) Ensure that all employees in their department are trained in safe working methods
- b) Ensure that all activities are covered by risk assessments and that all materials within the process are covered by current COSHH assessments.
- c) Carry out site safety inspections to ensure that unsafe plant, working conditions, working practices and hazards are identified and targeted for correction.
- d) Investigate all accidents and incidents and report to the H&S officer
- e) Have authority to stop any activity which are considered a danger to personnel
- f) Ensure that safe systems of work are adhered to
- g) Ensure that all necessary safety equipment are available and worn

## **ALL EMPLOYEES**

Are held accountable by law not to commit acts in breach of safety legislation and they must not wilfully and without reasonable cause do anything likely to endanger themselves or others. H&S within Surface Finishing Equipment Group is the responsibility of all employees and as such all employees must:-

- a) **NOT** intentionally or recklessly misuse, interfere or disregard anything provided in the interests of health and safety
- b) Co-operate with management to meet statutory obligations as far as is necessary
- c) Report to their supervisor any tools, equipment, or system of work they perceive to be unsafe.
- d) Ensure that they know what safe operating procedures and instructions apply in any work area to which they have been assigned.
- e) Not to use machines or perform operations to which they have not been trained or assigned.
- f) Wear protective equipment as directed
- g) Maintain a clean and orderly work environment
- h) Strive to reduce accidents and incidents of work related ill-health
- i) When required to assist in the investigation of accidents.