



## 1. Purpose

1.1 The Group has a legal requirement to produce, and revise as necessary, a Health and Safety Policy. The Health and Safety Policy forms a significant part of our health and safety management system (HSMS), including:

- Our commitment to managing health and safety
- Our policies and procedures
- Responsibilities for health & safety
- Monitoring and reviewing activities to ensure the effectiveness of our health and safety management system

Our Health and Safety Policy Statement is a broad statement of our commitment to the effective management of health and safety and is posted around premises so that all staff are aware of our intentions.

We have documented our policies which identify, in individual topic areas, what we intend to do to control risks, manage health and safety issues and comply with legal requirements.

They are supported by procedures to provide us with a means of managing health and safety aspects of each particular topic. The procedures record how we will implement the associated policy and require further arrangements to be put into practice such as training, risk assessment, record keeping, monitoring, etc.

Having identified what to do and how to do it, we then identify who is responsible for ensuring that our policy is implemented and that our health and safety management system is working.

We record our organisation structure to clearly identify reporting lines and areas of responsibility, supporting this with written responsibilities and rules for all staff and specific responsibilities for key members of staff.

Our monitoring activities are aimed at checking the implementation of our policies and procedures and ensuring that they have sufficient scope to cover all areas of risk.

## 2. Scope

2.1 The Chief Executive has ultimate responsibility for health and safety within the Group but has delegated responsibility for implementation and acceptance of the policy to nominated employees, including:

Group Director Legal Services  
Directors  
Managers  
Nominated Managers  
Health & Safety Officer  
Safety Representatives  
All Employees



### **3. References**

3.1 This information is contained within the main Policy Document.

### **4. Definitions**

4.1 This information is contained within the main Policy Document.

### **5. Policy**

#### **5.1 Policy Statement**

This Policy document is confidential or retained outside QMS and is therefore held away from the main Quality Management System. To access the contents of the Health and Safety Policy Document please refer to:

Harvest Intranet  
Knowledge Base  
Health & Safety

Follow the links to various documents including the Health & Safety Policy.