

# FORTRESS

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## **Fortress Recycling and Resource Management Ltd Health and Safety Policy Statement**

The Board of Directors of Fortress Recycling and Resource Management Ltd recognise that they have a responsibility to ensure that all reasonable precautions are taken to provide and maintain working conditions which are safe, healthy and comply with all the necessary statutory requirements and codes of practice, which relate to the Company's activities.

The Company will, so far as is reasonably practical, pay particular attention to the following items:

1. The provision and maintenance of premises, plant, equipment and systems of work.
2. Make suitable arrangements for ensuring safety and absence of risks to health in connection with the use, handling and storage and transport of articles and substances. The company will do all that is reasonably practicable to provide a safe and healthy working environment and will never knowingly fall below the standards set out in the Safety at Work Act 1974 and associated legislation.
3. The provision of such information, instruction, training and supervision to ensure the health and safety at work of employees and others. All employees have a duty under the Health and Safety at Work Act to take care of themselves and others who may be affected by their activities. All employees must co-operate to ensure that statutory and company rules are observed and must not intentionally or recklessly interfere with or misuse anything which is provided in respect of health and safety. In practice, these responsibilities include the following:
  - To comply with company rules and procedures.
  - To work in accordance with general and specific training and with other educational, health and safety training and instruction
  - To report faults in equipment and plant immediately
  - To use equipment in accordance with instruction and training
  - Not to use any plant or equipment which is unfamiliar without authorisation and training
  - To comply with safe systems of work and safe working procedures
  - To use personal protective clothing and equipment as required
  - To report accidents, occurrences and incidents immediately
4. The control of the place of work, maintaining it in a safe condition with the provision of safe means of access/exits.
5. The company will fulfil the duties responsibilities and obligations placed upon it by The Health and Safety at Work Act 1974 and all other relevant statutory provisions relating to health and safety. The company will assess the risks to health and safety of all its employees and also that of others including the public in so far as they might be affected by company activities. Based on risk assessment and recognised industry good practice in all its aspects, the company will ensure, as far as is reasonably practicable, that protective and preventative measures are in place to secure the highest standards of health and safety.

6. The company will encourage all its employees to play an active part in health and safety matters and to co-operate in promoting and following safe working practices and procedures as laid down by the company and in accordance with their competence, expertise and training. Communication will play an important role in safety procedures via staff health and safety representatives. The subject of health and safety will be placed on permanent agenda of quarterly Staff Meetings as well as at regular dedicated Health & Safety meetings. Findings to be communicated verbally and via staff notice boards. Ann Pass (director) NEBOSH trained and a Member of the Institute of Risk and Safety Management will promote the importance of risk, safety and health management within the company.
7. The company will commit to the continual improvement in health & safety procedures and performance and aim to contribute all reasonably practicable financial and physical resources for its success.
8. In addition to the above, the following general rules and procedures shall apply
  - All employees to be made aware of risks pertaining to their tasks
  - A no smoking policy operates throughout the building
  - Only full and appropriate licence holders may drive vehicles
  - Fire procedures must be adhered to (See separate instructions)
  - Tools and equipment may not be used unless an employee had been trained in their use
  - Spillage and housekeeping is the responsibility of everyone. The person creating the problem is responsible for rectification. This will particularly apply to fluid spillage where a slipping or inhalation hazard applies
  - Visitors on site are entitled to a duty of care and the health and safety of visitors is the responsibility of the company until they have left site.
  - Serious or persistent breaches of health and safety requirements are disciplinary offences and may result in dismissal
  - Young persons must be given a higher level of supervision than senior and more experienced members of staff
  - Minor accidents to be reported to qualified First Aider, Ryan Gibson. First Aid kits located in main office and kitchen and in every company vehicle. Separate check list to ensure compliance. All incidents and accidents whilst on site to be reported to the office immediately and also to the customer if applicable. See risk assessment.
9. The company consider good standards of health and safety to be an integral part of its business. Its objective is to ensure that the company is at the forefront with health and safety standards within the waste industry. It has the highest regard and concern for the health, safety and welfare of all its employees and others affected by company operations. All employees are expected to play their role and to contribute to securing good health and safety standards.
10. This document is the Health and Safety Policy of the Company and has been prepared in accordance with the requirements of Section 2(3) of the Health and Safety at Work Act 1974. Detailed Risk Assessments and procedural arrangements for health and safety are available on the premises.



**Signed**

**David Pass**  
**Managing Director**  
**Fortress Recycling & Resource Management Ltd**  
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Summary of Health & Safety Legislation Relevant to Company Activities:

The Health and Safety at Work Act 1974  
The Offices, Shops and Railway Premises Act 1963  
The Management of Health and Safety at Work Regulations 1999  
The Provision and Use of Work Equipment Regulations 1998  
The Lifting Operations and Lifting Equipment Regulations 1998  
The Personal Protective Equipment at Work Regulations 1992  
The Manual Handling Operations Regulations 1992  
The Control of Substances Hazardous to Health (COSHH) Regulations 2002  
The Workplace (Health, Safety and Welfare) Regulations 1992  
The Health and Safety (First Aid) Regulations 1981  
The Noise at Work Regulations 2005  
The Health and Safety (Consultation with Employees) Regulations 1996  
The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013