

HEALTH AND SAFETY MANAGEMENT SYSTEM

NMT Crane Hire Ltd

Prepared by the
Mentor
Health and Safety Service

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Introduction

This Management System is based on nationally agreed principles, defined and developed to provide the necessary strength, flexibility and appropriate foundation for the development of a sustainable health and safety culture throughout the organisation.

The practical recommendations of the procedures and guidance within this document are intended for use by all those who have a responsibility for managing our health and safety activities.

We are accountable for and have a duty to organise, arrange and ensure that health and safety obligations are satisfied. The implementation of a Health and Safety Management System is a useful way of fulfilling this duty. This document is designed to be a practical tool to assist us in achieving continual improvement of our health and safety performance.

Introducing a Health and Safety Management System will provide a systematic approach to reducing hazards and risks within our organisation.

This Management System is inclusive of all locations, premises and companies that sit under our primary legal entity and is based on nationally agreed principles which have been defined and developed to provide the necessary strength, flexibility and appropriate foundation for the development of a sustainable health and safety culture throughout.

The practical recommendations of the procedures and guidance within this online document are intended for use by all those who have a responsibility for managing our health and safety activities.

Introducing a Health and Safety Management System will provide a systematic approach to reducing hazards and risks across the whole range of our businesses.

For the purposes of this document only, all references to the Company are inferred to in the context of the document.

Health and Safety Policy Statement

NMT Crane Hire Ltd aims to ensure, so far as is reasonably practicable, the health, safety and welfare of our employees while they are at work and of others who may be affected by our undertakings. This general policy statement provides a commitment and intent to comply with the Health and Safety at Work etc. Act 1974.

To ensure the principles of health and safety are clearly understood throughout the organisation we will be committed to:

- complying with relevant health and safety laws and regulations, voluntary programmes, collective agreements on health and safety and other requirements to which the organisation subscribes;
- setting and monitoring of health and safety objectives for the organisation;
- effective communication of and consultation on health and safety matters throughout the organisation;
- assessing the risks to the safety, health and well-being of our employees and others who may be affected by our activities and implementing controls to minimise those risks;
- ensure the health and wellbeing of our employees;
- preventing work-related injuries, ill health, disease and incidents;
- providing and maintaining safe plant and equipment and implementing safe systems of work;
- the safe use, handling, storage and transport of articles and substances;
- providing and maintaining a safe working environment with safe access, egress and welfare facilities;
- providing the necessary training to our employees and others, including temporary employees to ensure their competence concerning health and safety;
- providing suitable and sufficient information, instruction and supervision for employees;
- continually improving the performance of our health and safety management;
- devoting the necessary resources in the form of finance, equipment, personnel and time to ensure the health and safety of our employees and seeking expert help where the necessary skills are not available within the organisation;
- to carry out an annual review and when necessary the revision of this health and safety policy;
- making this policy available to relevant interested external parties, as appropriate.

Name: Mrs Ruth Ambrid

Signature: _____

Position: HR Manager

Review date: _____

Organisation and Responsibilities

The following individual post(s) have been allocated overall health and safety responsibilities within the terms of our policy:

- Mrs Ruth Ambrid, HR Manager

Day to day responsibility for ensuring the policy is put into practice and consultation with employees is delegated to:

- Mrs Ruth Ambrid

Responsible Persons

It is important that health and safety standards are maintained and improved. Where necessary specific roles within the organisation have been allocated additional responsibility for health and safety. Where this responsibility is specific to a subject area, the details of the responsible person are communicated to employees in writing or verbally as required.

These Responsible Persons will also be required to monitor their areas of control and the performance and activities of all persons under their control to ensure that acceptable standards are maintained. They will ensure:

- The objectives and guidance outlined within our health and safety management system is fully understood and observed by persons under their control;
- Responsibilities for health and safety are clearly defined and allocated/delegated to the appropriate levels within their areas of responsibility;
- The health and safety policy statement will be brought to the attention of all employees under their control, making them aware of all hazards and the means of controlling those hazards;
- Any changes to the health and safety policy or our arrangements are brought to the attention of all persons under their control;
- That no items of machinery, equipment or substances are used unless the hazards associated with them have been identified, risk assessed and effective controls put into place.

Employees and relevant/interested parties shall:

- Take reasonable care of their own health and safety and that of others who may be affected by their actions;
- Co-operate with management to meet the employer's legal duties and work in accordance with the organisation's procedures;
- Not intentionally or recklessly interfere with or misuse anything provided in the interest of health, safety or welfare and refrain from actions (or inactivity) which might endanger themselves, or others;

- Demonstrate their commitment to health and safety by their behaviour and co-operate in the investigation of accidents and incidents;
- Comply with all safety instructions or procedures and not undertake any tasks that they are not trained and authorised for.

Health and Safety Assistance:

To assist us in undertaking our role of the competent person under Regulation 7 of the Management of Health and Safety at Work Regulation we have appointed “National Westminster Bank plc Mentor Services” as Health and Safety Consultants to provide competent advice and guidance.

Document Control Record

Change undertaken	Issue	Date
"Mentor Services" replaced with "RBS Mentor"	2	05/11/12
Minor wording change under section Responsible Persons	3	28/10/13
Reviewed/Updated to reflect document structure. Changes to Policy statement for relevance to Health and Wellbeing	4	04/10/22
System review has been undertaken and all current procedures have been reviewed and updated, please see individual document control sections in relevant procedures for further details.	5	01/07/24
New construction procedures created: 01 – CDM 2015, Cooperation and Coordination, Food Safety, Health and Safety Legal Register 02 – Behavioural Safety, Occupational Health and Wellbeing 03 – Asbestos, Leptospirosis, Electrical Safety, Fuel Storage and Use, LOLER, Mobile Plant and Vehicles, Oil, Solid and Wood Fuel Installations, Work Equipment, Working with Lead 04 – Control of Dust, Demolition and Dismantling, Excavations, Gas Installation and Maintenance, Public Highways, Site Management, Telecoms, Temporary Structures and Support Work, Working at Height, Working with or Near to Buried Services	5	01/07/24
New procedures created and added for Agriculture, Care Homes and Domiciliary Care and Schools Arrangements for use if required.	5	01/07/24