

# **ASSOCIATED RECLAIMED OILS**

## **STATEMENT ON HEALTH AND SAFETY AT WORK**

The Health and Safety at Work Act requires the employer to prepare and, as often as may be appropriate, revise a written statement of the general policy with respect to the health and safety at work of employees. This statement has been prepared in accordance with the requirements of the legislation and includes details of the organisation and arrangements, for the time being in force, for carrying out the policy.

### **THE POLICY**

Health, safety and welfare at work are matters of vital importance to the company, who shall:

- carry out suitable and sufficient assessments of the risks to the health and safety of employees to which they are exposed at work, and to persons not in our employment in so far as they may be affected by the work activities.
- initiate and operate healthy and safe working practices by planning, organising, controlling, monitoring and periodically reviewing, working areas, processes, practices and methods in order to improve standards of health, safety and welfare.
- train employees to work efficiently and safely with an understanding both of the nature of known hazards and the reasons for preventive and protective measures.
- investigate any accidents, dangerous occurrences or near-misses and decide what measures should be implemented to mitigate the effects of such incidents.
- provide procedures whereby a prompt and positive response is made to queries on health, safety or welfare matters raised by employees.
- provide adequate arrangements for communication and consultation between management and employees on health and safety matters; and
- provide the resources necessary to implement this policy.

Not all responsibility for health and safety rests with management. Each employee has a duty to co-operate with the employer on the carrying out of the employer's statutory duties and must:

- take reasonable care for the health and safety of himself and other persons who may be affected by his acts or omissions.
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety or welfare; and
- report immediately any injury sustained at work and any practice or situation regarded as unsafe.

## **THE ORGANISATION**

Certain people within the company have positions that require them to be especially concerned with health, safety and welfare. This manual contains details of the specific health and safety responsibilities allocated to identifiable individuals along with the responsibilities of various groups of employees and other persons not employed by the company.

## **THE ARRANGEMENTS**

The arrangements for the time being in force for ensuring, so far as is reasonably practicable, that the policy is implemented are set out in remaining sections of this manual and various other supporting volumes.

This statement and manual will be brought to the attention of all employees and formally reviewed at least once every twelve months.

Signatures



Mr Fred Haley  
Partner



Mr Alan Maryan  
Partner