

# Paul Holmes Mobile Catering Ltd



## Health & Safety Policy

This is the statement of general policy and arrangements for:

Overall and final responsibility for health and safety is that of:

Day-to-day responsibility for ensuring this policy is put into practice is delegated to:

Paul Holmes Mobile Catering Ltd
Paul Holmes (Director)
All Company Directors



Statement of General policy	Responsibility of (Name / Title)	Action / Arrangements
To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities.	Paul Holmes (Director) Alex Holmes (Director)	Relevant risk assessments completed and actions arising out of those assessments implemented. (Risk assessments reviews every year, or earlier if working habits or conditions change).
To provide adequate training to ensure employees are competent to do their work.	Chesney Holmes (Director)	Staff given necessary health and safety induction and provided with appropriate training (including safe food handling, manual handling, working at height, electrical safety and fire safety).
To engage and consult with employees on day-to-day health and safety conditions and provide advice on supervision on occupational health.	All Directors All Staff	Staff routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required.
To implement emergency procedures – evacuation in case of fire or other significant incident. You can find help with your fire risk assessment at: (see note 1 below).	All Directors All Staff	Escape routes well signed and kept clear at all times. Evacuation plans are tested from time to time and updated as necessary.
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage / use of substances.	Paul Holmes (Director) Mason Holmes (Director)	Washing facilities, PPE, fire extinguishers provided. System in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects. Staff trained in safe handling / use of substances.
Health and safety law poster is displayed:		
First-aid box and accident book are located: At Entrance		
Accidents and ill health at work reported under RIDDOR: (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) (see note 2 below)		
Signed: (Employer)		
Subject to review, monitoring and revision by:		Date: 27/01/2012
Paul Holmes		Every: 12 months or sooner if work activity changes.

Note 1 : <http://www.communities.gov.uk/fire/firesafety/firesafetylaw/>

Note 2: <http://www.hse.gov.uk/riddor/>