

HEALTH AND SAFETY POLICY

OF

Safer Cell Systems plc

1 INTRODUCTION

Safer Cell Systems plc is committed to maintaining safe and healthy working conditions and to preventing accidents and instances of work-related ill health through the control of health and safety risks arising from work activities, providing and maintaining safe plant and equipment and ensuring the safe handling and use of any substances. Safer Cell Systems plc will consult with employees on matters affecting their health and safety, provide information, supervision and instruction for employees and ensure all employees are competent to do their tasks and given adequate training. Safer Cell Systems plc will also assess the risks to the health and safety of anyone who may be affected by work activities to ensure that Safer Cell Systems plc complies with the law as set out in the Health and Safety at Work etc Act 1974. This policy will be reviewed and revised every 6 months.

2 EMPLOYEES' DUTIES

Employees have a legal responsibility to take care of the health and safety of themselves and others and to co-operate with supervisors and managers on health and safety issues. Employees should not interfere with anything provided to safeguard their health and safety and should report all health and safety concerns to the appropriate person as set out in this policy.

3 RESPONSIBILITIES

- 3.1 Managing Director has overall responsibility for health and safety in the workplace.
- 3.2 Site supervisor has day-to-day responsibility for ensuring that this policy is put into practice.

4 RISK ASSESSMENTS

- 4.1 Risk assessments will be undertaken by Site Supervisor in conjunction with the external H&S consultant and the findings will be reported to Managing Director and recorded in a separate document entitled "Risk Assessments Findings".
- 4.2 Action required to remove or control risks will be approved by Managing Director & external H&S consultant and Site Supervisor will be responsible for ensuring the action required is implemented.
- 4.3 Managing Director will check that the implemented actions have removed or reduced the risks.
- 4.4 Assessments will be reviewed every 3 months or when the work activity changes, whichever is soonest.

5 CONSULTATION WITH EMPLOYEES

- 5.1 The employee representative is nominated at each site within 2 weeks of the date of commencement on site.
- 5.2 Employees will be consulted by post to home address.

6 SAFE PLANT AND EQUIPMENT

- 6.1 Site Supervisor is responsible for identifying all plant and equipment needing maintenance.
- 6.2 Technical Director is responsible for ensuring effective maintenance procedures are drawn up in conjunction with manufacturer's procedures.
- 6.3 Site Supervisor is responsible for ensuring that all identified maintenance is implemented.
- 6.4 Any problems found with plant and equipment should be reported to Managing Director.
- 6.5 Technical Director is responsible for ensuring that any new plant and equipment meets health and safety standards before it is purchased.

7 HAZARDOUS SUBSTANCES

- 7.1 Site Supervisor is responsible for identifying all substances that need a Control of Substances Hazardous to Health Regulations 2002 ("COSHH") assessment.
- 7.2 Site Supervisor & external H&S consultant are responsible for undertaking COSHH assessments.
- 7.3 Site Supervisor is responsible for ensuring that all actions identified in the assessments are implemented.
- 7.4 Site Supervisor is responsible for ensuring that all relevant employees are informed of the COSHH assessments via site specific induction.
- 7.5 Technical Director or site Supervisor are responsible for checking that new substances can be used safely before they are purchased.
- 7.6 Assessments will be reviewed every 3 months or when the work activity changes, whichever is soonest.

8 INFORMATION AND SUPERVISION

- 8.1 The Health and Safety Law leaflets are available from Site Supervisor.
- 8.2 Health and safety advice is available from Site Supervisor.
- 8.3 Supervision of any young workers or trainees will be undertaken and monitored by Site Supervisor.

9 TRAINING

- 9.1 Site Supervisor will provide induction training for all employees.
- 9.2 Site supervisor or external consultant will provide job specific training. Specific jobs requiring special training are
 - Operation of cutting equipment, powered handling equipment.
- 9.3 Training records are kept by Managing Director.
- 9.4 Training will be identified, arranged and monitored by Technical Director.

10 ACCIDENTS AND FIRST AID

- 10.1 Health surveillance is required for employees doing the following jobs:

- NONE.
- 10.2 Health surveillance will be arranged by NOT APPLICABLE.
- 10.3 Health surveillance records are kept by NOT APPLICABLE.
- 10.4 The first aid box is kept Site office.
- 10.5 The person responsible for administering first aid is site supervisor or other qualified first aider.
- 10.6 All accidents and instances of work-related ill health will be recorded in the accident book which is kept by site Supervisor.
- 10.7 Managing Director is responsible for reporting accidents, diseases and dangerous occurrences to the enforcing authority.

11 MONITORING AND INVESTIGATING

- 11.1 To check our working conditions and ensure our safe working practices are being followed Safer Cell Systems plc will use Health & Safety consultants written records plus attendance records.
- 11.2 Managing Director is responsible for investigating accidents.
- 11.3 Technical Director is responsible for investigating work-related causes of sickness absence.
- 11.4 Managing Director is responsible for acting on investigation findings to prevent a recurrence.

12 EMERGENCY PROCEDURES

- 12.1 Site supervisor & external consultant are responsible for ensuring the fire risk assessment is undertaken and implemented.
- 12.2 Escape routes will be checked every week by Site Supervisor.
- 12.3 Fire extinguishers will be maintained and checked every 3 months by Site Supervisor.
- 12.4 Alarms will be tested every 3 months by Site supervisor.
- 12.5 Emergency evacuation will be tested 3 months.

Issued December 2005.
Reviewed June 2006