

WILSON JAMES POLICY STATEMENT



Policy Title	Health & Safety	Policy No.	G02
Owner	Chief Executive Officer	Date Issued	Nov-08
Author	Business Performance Director	Date Reviewed	Jan-19
Scope	This Policy applies to all sectors and functions of the Wilson James business		
Responsibility	The Policy owner is responsible for ensuring that this policy remains current and up to date and shall formally review the policy on an annual basis		

It is Wilson James policy to provide a safe working environment that enables the business to operate in a safe, healthy and sustainable manner to prevent accidents in the workplace and cases of work related ill health occurring. This is achieved through the implementation and maintenance of a robust health and safety management system that promotes good health, safety and wellbeing and meets all statutory, business, client and employee health and safety needs.

To confirm the ongoing suitability of the health and safety management system, the Wilson James board will set and regularly review health and safety objectives to ensure that planned results are achieved.

This Policy is shall be communicated to all persons working under the control and supervision of Wilson James during their company induction to ensure that individuals are made aware of their health and safety obligations.

Wilson James ongoing commitment to health and safety includes:

- Approval to the OHSAS18001:2007 Health and Safety standard through a UKAS accredited audit body
- Clear, timely communication of health and safety information to all team members
- A robust preventive action risk assessment programme
- Provision of documented health and safety procedures including Safe Systems of Work
- Provision of guidance, instruction, training and supervision to enable our employees to carry out their work in a safe and competent manner
- Provision of SIA licenced Security Team members whose basic training provides them with the skills to deal with aggressive / violent persons to minimise the risk of workplace assaults and trauma
- Provision of all required health and safety equipment and resources; planned checks shall be carried out to ensure that plant, machinery, first aid, fire safety and any other equipment is maintained and COSHH substances are controlled
- Provision of hygiene facilities to enable employees to maintain a satisfactory standard of cleanliness to protect themselves and others
- Regular health and safety inspections and audits by competent persons on all sites to confirm that the work environment provided is safe and health and safety standards are being maintained

Wilson James are committed to do everything they reasonably can to protect their workers. Our employees also have a duty to co-operate and do all they reasonably can to protect themselves and those around them.

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Sub-contractor Management

All contractors undertaking work for Wilson James must be:

- Fully qualified, insured and approved by WJ Procurement before any work is sub-contracted
- Informed of the relevant standards required and monitored to ensure compliance (without detracting from the contractors legal responsibilities to comply with statutory requirements)

Asbestos Removal Works

Only HSE licenced contractors shall be employed to carry out asbestos removal works; asbestos awareness training shall be provided for all team members who may come into contact with asbestos as a result of asbestos removal works on site. It is not permissible for any Wilson James team member to be directly involved in asbestos removal works.

A handwritten signature in black ink, appearing to read 'Mark Dobson'.

Mark Dobson
Chief Executive Officer