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# SAFETY MANAGEMENT SYSTEM

Procedure No:	<b>SMS 0002</b>
Procedure Title:	<b>HEALTH SAFETY &amp; WELFARE POLICY</b>
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## General Statement

The Health Safety and Welfare of our employees, visitors, contractors, and others are of primary importance to our business. Almor actively encourages and promotes best practice in all its work activities. Our commitment to HS&W is apparent throughout the culture of both the business and its people. The Directors, supported by the HS&W team commit to establishing, documenting, implementing, maintaining, and continually improving an Occupational Health & Safety Management System in accordance with our legal obligations.

## The Legal Position

Almor Ltd will adhere to the Health & Safety at Work etc. Act 1974 and all associated requirements therein. by actively reviewing our policies and procedures in accordance with both legal case review and annual updates.

## Statement of Intent

The Managing Director, along with the Board of Directors understand and fully accept their responsibilities to ensure a safe working environment, which will be proactively managed by means of risk assessments and implemented in an active way throughout its workforce by means of safe procedures and safe systems of work which will be prioritised according to the company needs and compliance with legislation. Almor Ltd is actively working towards ensuring the best facilities are made available for our employees and their welfare is a priority when considering environmental, ergonomic, or business necessity changes.

Our Health, Safety and Welfare Management System will be accessible to all employees. Specialist training will be identified through Risk Assessment and Method Statements and will be activity based. Our annual appraisal programme will also capture dedicated and individual training requirements. All training is recorded and regularly reviewed in line with legislative changes, or should the activity change, whichever is soonest.

The organisation will implement and operate our OHSAS in accordance with ISO 45001.

## Our Business Objectives

- Eliminate, Reduce, Isolate and Control Accidents, Incidents and Near Misses
- Implement a pro-active HS&W training programme for all employees.
- Improve HS&W Communication with our Employees, Customers and Contractors
- Continue to implement a safe working culture by means of training, reviews, communication, and example setting.

The Managing Director is committed to reviewing our Health, Safety and Welfare Policy annually. The company Health, Safety & Welfare Manager will be responsible for annual reviews of all other Policies and Procedures; in the event of either an accident or incident the relevant procedure will be reviewed to ensure the risk of re-occurrence is minimised.

The Managing Director, along with his Board of Directors will review the effectiveness of our HS&W system annually at a dedicated HS&W meeting. The outcome of all findings will be recorded and communicated into the workplace.

**Covid-19**

Almor is continually reviewing the national guidance from both the UK Government and the NHS. A Covid-19 Safe Risk Assessment is in place and is continually reviewed and communicated to all employees, visitors, contractors, and others who may be at risk.

Suitable and sufficient PPE is available to all employees with effective communication on how and when to use.

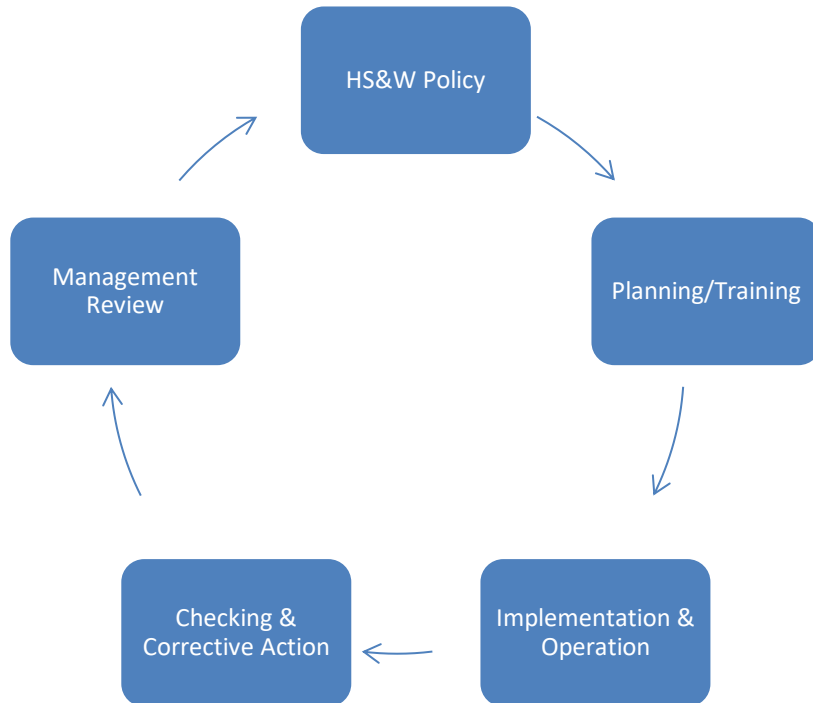
Social Distancing is in place and is reviewed regularly in line with the UK Government guidelines.

The business has introduced a Helpline for all employees to access if they have concerns regarding their health and welfare.

Communication from the Managing Director is carried out monthly, or sooner if required.

# ISO 45001

## Almor Group Business Model



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