

Screen Memories

Health and Safety Policy

Screen Memories is committed to a safe environment for the staff and volunteers within the office. It will promote standards of health, safety and welfare and ensure compliance with all relevant statutory provisions.

Screen Memories will ensure that suitable and sufficient risk assessments are carried out, that procedures and safe systems are implemented in accordance with all current statutory provisions and that all reasonable and practical measures are taken to avoid risk.

Safe practices will be adopted, and continuous improvement will be sought through regular reviews.

Information on Health and Safety at work can be found at www.hse.gov.uk

- The organisation's statement of policy is presented under the requirements of the Health and Safety at Work Act 1974 and other relevant legislation
- The organisation will maintain, so far as is reasonably practicable, suitable safe and healthy working conditions to ensure the health, safety and welfare of employees, volunteers, children, visitors or members of the public
- Adequate controls, in the form of safe working practices, will be provided to reduce the risks arising from all organisational work activities
- The organisation will provide and maintain safe items of equipment
- Employees will be consulted on all matters relating to their health and safety
- Employees will be provided with suitable and sufficient information, instruction, training and supervision to undertake their duties and responsibilities in a safe and competent manner
- The organisation will, so far as is reasonably practicable, seek to prevent accidents and incidents of work-related ill-health
- The organisation will co-operate with other employees, contractors and enforcing authorities on all matters in respect of health and safety
- Health and Safety will never be compromised for any other objective
- Screen Memories is responsible for providing suitable and sufficient resources, including technical and financial to achieve the aim and objectives of this policy
- Screen Memories will actively demonstrate their commitment to health and safety as an example to employees, Board members and volunteers
- This policy will be reviewed and revised annually or more frequently, where required, to achieve continuous improvement in respect of Health and Safety
- The organisation will seek advice from specialist consultants as, and when required.

Date: 7/2/19