



IMS Manual Section 3 – Policy Statements

3.3 Health, Safety and General Welfare Policy Statement

Statement by Michael John, Managing Director, Kielder Newport West Limited

- 1) Overall responsibility for health, safety and welfare is vested in me by virtue of my appointment as the Managing Director of Kielder Newport West Limited. This document sets out the health, safety, and welfare statement of Intent for Kielder Newport West Limited.
- 2) This policy reflects the importance I personally attach to providing safe and healthy working conditions for the prevention of work-related injury and ill health for all those who are employed to undertake works on behalf of Kielder Newport West Limited and of all other persons who may be affected by our/their acts or omissions as a business. This policy is appropriate to the purpose, size, context and activities of Kielder Newport West Limited and reflects the nature of our operations, occupational health and safety risks and legal obligations.
- 3) The purpose of this health, safety and welfare policy is to encourage consultation, ownership, commitment and compliance at all levels of the business and to provide a framework to establish and review health, safety and safety policies, objectives and guidance across the business.
- 4) The Kielder Newport West Limited management team recognises the importance of health, safety, and welfare at all levels within the business and is committed to fulfil its legal and moral health, safety, and welfare obligations. Our management team will support this by demonstrating a commitment to this health, safety and welfare policy, individual responsibilities and staff training whilst ensuring that health, safety, and welfare is represented across the business as an all.
- 5) As the director responsible for health and safety I see the development of a positive safety culture across our business as an essential element to ensure our success.
- 6) Kielder Newport West Limited will, as an essential part of its business process aim to:
 - a) Ensure that this Health, Safety and General Welfare Policy are communicated to all persons working under the control of Kielder Newport West Limited through induction, training and ongoing engagement, and will be made available to relevant interested parties, including clients, contractors and regulatory authorities.
 - b) ensure that this policy is made available to interested parties such as clients, contractors, regulators and other stakeholders upon request or publication.
 - c) provide safe and healthy working conditions for the prevention of work-related injury and ill health for all employees, contractors, visitors, and any others who may be affected by our activities.
 - d) to establish and maintain an Occupational Health and Safety Management System which satisfies the requirements of ISO 45001:2018 and enables a setting for OH&S objectives.
 - e) fulfil and maintain compliance with any statutory national laws, regulations or directives placed upon it by external regulatory bodies.
 - f) to continuously manage, develop and improve its OH&S management system, health, safety and welfare policies, strategies, and processes to meet these responsibilities and to achieve industry best practice across the business.
 - g) to consult with employees, clients and contractors on issues relating to occupational health and safety and encourage participation. Kielder Newport West Limited is committed to ensuring effective worker participation by providing the necessary time, training, information and resources,

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and by removing barriers to involvement such as fear of reprisal, lack of awareness, language or communication difficulties.

- h) conduct a regular programme of inspections and assessments to eliminate hazards and reduce risks found in the working environment. This should be done in consultation with staff and/or contractors and their participation in the risk assessment process.
 - i) the results of any risk assessment conducted are to be communicated to all levels of the business, including clients where appropriate.
 - j) promptly investigate every accident, incident, occupational health issue and near miss to determine their cause and prevent reoccurrence. To report, where required, any accident or incident that should be subject to the Reporting of Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) within the required legal time scales.
 - k) make provision for adequate first aid arrangements, welfare facilities and wellbeing including the mental health for all employed/contracted staff working with or on the behalf of the business.
 - l) provide and maintain safe routes of access/egress, training and provision of equipment as required under The Regulatory Reform (Fire Safety) Order 2005.
 - m) ensure that all employees agree, as part of their contract of employment to comply with the individual duties placed upon them by law.
 - n) ensure that the policy is maintained as documented information, subject to version control, and reviewed annually or following significant change to ensure it remains relevant, appropriate and effective.
- 7) It is also the duty of every Kielder Newport West Limited employee to:
- a) exercise reasonable care for the health, safety and welfare of themselves and others who may be affected by their actions or omissions. To report any unsafe act, condition, or occurrence at the earliest opportunity.
 - b) co-operate with the management, as far as may be necessary, to enable Kielder Newport West Limited to carry out its legal duties in respect of health, safety, and welfare matters.
 - c) not to intentionally or recklessly interfere with any rules or equipment provided by Kielder Newport West Limited in the interests of health, safety, or welfare.

Mike John – Managing Director

A handwritten signature in black ink that reads 'Michael John'.