

# Policy

## Health & Safety

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## Approvals

	Name	Signature	Role	Date
Author	John Taylor		Head of Safety	20/11/16
Checked [QA 1]	Tim Jones		Business Systems Manager	20/11/16
Approved	Andrew Carlick		CEO, DBD Group	20/11/16

## Revision History

Rev	Date	Summary of Changes	Author	Checked [QA 1]	Approved
H	20/11/16	Update format of policy documents	J Taylor	T Jones	A Carlick



## Health & Safety Policy

DBD Limited, as a multi-discipline provider of professional and technology based consultancy and support services, is committed to complying with Health & Safety regulations. This will be achieved by maintaining, adhering to and continually refining our Health & Safety management system based on the principle of continuous improvement and by pursuing the active support and co-operation of all of our personnel.

This policy will be implemented by:

- ✎ Applying a risk based approach to the setting of Health & Safety objectives, which are 'SMART', as part of our overall business strategy
- ✎ Investing in competent management by developing all of our personnel through the provision of appropriate training, instruction and information which provides them with the competence to discharge their personal responsibilities in a safe, reliable and professional manner
- ✎ Investing in our organisational capability to provide the resources for our personnel to deliver their personal responsibilities
- ✎ Providing workplaces, plant, equipment, materials, substances and systems of work that contribute towards a safe and healthy environment for our personnel, suppliers and visitors
- ✎ Providing competent Health & Safety advisors to advise and assist all of our personnel in the execution of their Health & Safety responsibilities
- ✎ Promoting a safety culture by securing the commitment and co-operation of our personnel through the encouragement of an 'open-door' communication policy at all levels of the company
- ✎ Collecting, analysing and reviewing Health & Safety performance information within DBD Limited and learning from our experience
- ✎ Auditing, monitoring and reviewing the effectiveness of this policy and implementing improvements where required

The Board of Directors of DBD Limited is totally committed to this policy and will ensure that risk to the Health & Safety of everyone who comes into contact with our operations is as low as reasonably practicable.

Each member of the Board of Directors and the Company's managers are accountable for enforcing and delivering the requirements of this policy.

All members of personnel are responsible for implementing high standards of Health & Safety performance and are responsible for co-operating with these Health & Safety requirements.

We entrust this policy to all of our personnel and look to their support and professionalism in making this policy truly effective in undertaking their duties for and on behalf of DBD Limited.

A handwritten signature in black ink, appearing to read 'Andrew Carlick', is written over a horizontal line.

Andrew Carlick

Managing Director