

## Health and Safety Policy – Statement of Intent

Helix acknowledges and accepts all legal and moral health, safety and welfare responsibilities toward our clients, employees, tenants, contractors (including self-employed workers) and those who may be affected by our activities and undertakings, so far as is reasonably practicable.

We will commit to encouraging a positive health & safety culture via effective communication, cooperation, team work, and consultative management.

We will work with our clients, tenants and contractors in a proactive and cooperative manner, sharing information and informing them of hazards that we are aware of.

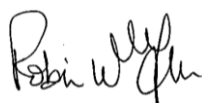
### **We will achieve these aims by:**

- Ensuring adequate resources are provided to manage health & safety, in particular to plan, organise, control, check and annually review health & safety arrangements and procedures.
- Making strong decisions based on risk and the views of others.
- Creating practical internal management arrangements which allow us to maintain, check, and where possible, continually improve our health & safety performance.
- Providing information, instruction, training and supervision to employees at all levels to ensure work and decisions affecting the company as a whole are undertaken safely.
- Checking our safety performance and taking action where it falls below expected standards.
- Ensuring the health & safety responsibilities are clearly defined and communicated.
- Ensuring places of work and work equipment, for which we are responsible, are maintained and without risks to health & safety.
- Providing adequate welfare facilities where this is our responsibility.
- Only engaging competent professionals where expertise is not available in house.
- Having systems in place to react to, report and learn from incidents and accidents.
- Having robust contractor management arrangements in place.
- Only using contractors with the skills, knowledge and experience to work safely; continuing to assess this on an on-going basis.
- Managing projects and building work in a safe and responsible manner.
- Recognising that securing high standards of safety, health and welfare is an integral component of what we do and how we do it.
- Ensuring that appropriate and adequate insurances are maintained and reviewed at least annually.
- Undertaking a review of this policy documentation annually or when there are significant changes within the business.

### **We expect all employees and contractors working for us at any level to:**

- Take responsibility for themselves and others who could be affected by their acts or omissions
- Co-operate on health & safety matters and adhere to health & safety arrangements and operating procedures.
- Comply with risk assessments completed for their work, particularly in respect of the use of personal protective equipment and work equipment.
- Report safety matters that they are concerned about and are unable to resolve themselves.
- Not to interfere with, misuse or willfully damage anything provided in the interest of health and safety.

**Signed:**  
**Robin Fell**



**Date: 07 August 2017**