



## ARM Ltd HEALTH AND SAFETY POLICY STATEMENT

It is the policy of A.R.M. Ltd, approved by its board of Directors, that operations carried out by the Company are in accordance with the requirements of the Health and Safety at Work Act 1974, both in the spirit of the act and its legal obligations. The Company accepts its responsibilities towards its employees and any other person who may be affected by the work undertaken by the Company. The Company will ensure the work under its control is carried out in such a way to minimise the risk to the health & safety its employees and any other person who could be affected.

Miss V Widdas has been nominated as the Director responsible for implementing this policy and his duties, and that of other Directors, senior managers and all employees are detailed in the Company's safety manual.

If incidents are to be avoided, good working practices will be required. Therefore all managers shall familiarise themselves with their duties as detailed in the health & safety manual, and all employees have a part to play if high standards are to be achieved and maintained.

The Company requests that all employees take a pro-active role in improving health & safety performance through regular site meetings on the larger contracts, or through the contracts managers on the smaller projects, and encourages suggestions on how methods of work can be improved. Employees have a vital role to play in achieving and maintaining good health & safety standards and so employee co-operation is essential. The duties of employees is explained in the company's safety manual and these duties will be explained to new employees at the time of the health & safety induction talk on first joining the Company. This will be reinforced through general health & safety awareness training courses when the Company's working procedures and the contents of the Company's health & safety manual will be brought to the attention of the employee.

The Company will provide safe plant, equipment and tools that conform to EU, BS and other relevant standards and that safe systems of work are in place and followed. With regards to the safe handling of substance the Company have COSHH procedures and a COSHH manual in place to ensure safe practices when handling hazardous substances. In this way the Company will ensure they provide a safe place of work and a safe working environment for its employees and ensure other persons are not adversely affected by the Company's work.

These safe systems of work are underpinned by a strong commitment to training and the Company will review staff training needs on an annual basis and Miss V Widdas will ensure a suitable budget is allowed for employee training and retraining.

Miss V Widdas assisted by Hurst Setter & Associates Ltd, health & safety advisers will monitor the operation of this policy. Hurst Setter & Associates Ltd will be available to advise all employees on matters relating to health and safety.

Miss V Widdas will make a commitment that funding for any Health and Safety needs, including training and PPE will be available.

ARM Ltd. Rydal House, Colton Rd  
Rugeley, Staffordshire. WS15 3HF

t. +44 (0) 1889 583811 // f. +44 (0) 1889 584998  
info@armreedbeds.co.uk // [www.armreedbeds.co.uk](http://www.armreedbeds.co.uk)



This statement is to be displayed in a prominent position at all work locations and sites. A copy of the Company's health & safety manual with full details of the organisation and arrangements for implementing the policy will also be available at each work location and site, for reference by any employee.

This policy statement and procedures manual will be reviewed by Miss V. Widdas on an annual basis and updated as either legislation changes or working practices change.

Tori Widdas  
Director  
March 2009