

# Ideal Cleaning Services Limited

## Occupational Health & Safety Policy Statement

Ideal Cleaning Services Limited takes a positive approach to providing and maintaining safe and healthy working conditions, equipment and systems of work for all its employees.

Occupational Health and Safety is considered as important as any other business function. In so far as is reasonably practicable the Directors accept that responsibilities for safety and health will be assigned, accepted and carried out at all levels throughout the Organisation.

We aim at increasing the safety of our operations by positively influencing the behaviour of all persons involved, through a process of observation, coaching and communication.

We will ensure that all practicable steps are taken to safeguard the health, safety and welfare of other people who may be affected by our activities including Contractors and visitors to premises under our control.

We will investigate ALL Accidents/Incidents and Near Misses and where identified implement additional control measures to reduce the chance of a reoccurrence.

We will communicate to all employees and interested parties the results of all accident investigations, learning events and changes to procedures, which may be relevant to their area of work and activities.

We will constantly strive to reduce Accidents/Incidents with a target of ZERO.

We will ensure that ALL Accidents/Incidents are reported to the HSE in accordance with the RIDDOR ACOP including all Major accidents/incidents and those which has resulted in an employee being absent from work or unable to perform his/her normal duties for more than 7 days.

It is therefore our intention, following risk assessments, as required by the Management of Health and Safety at Work regulations to:

- Provide and maintain plant and safe systems of work for all workers whilst on Company business.
- Make arrangements for the safe use, handling, storage and transportation of articles and substances and to comply with the relevant provisions of the COSHH Regulations 2002.
- Provide safe and healthy working conditions for the prevention of work-related injury and ill health by eliminating hazards and reducing OH&S risks.
- Provide adequate information, instruction, training, supervision and consultation as necessary to secure the health and safety of all employees.
- Ensure that all employees know and understand their responsibilities in respect of health and safety matters.
- Insist that safety instructions are carried out and that safe systems and procedures are followed.
- Maintain fire precautions, fire fighting and systems for evacuation in the event of any emergency, as required by The Management of Health and Safety at Work Regulations.
- Provide appropriate medical and related facilities to safeguard the health and welfare of all employees.
- Utilise records and other monitoring systems to allow safety and health performance to be measured.
- Encourage through consultation the co-operation and participation of workers, and, where they exist, workers' representatives, in achieving these objectives.

Employees at every level of the Organisation are therefore expected to:

Take all reasonable steps to safeguard themselves and any other persons who may be affected by their acts or omissions whilst at work on Company business.

Co-operate with the Organisation so far as is necessary to enable any duty or requirement imposed on Ideal Cleaning Services Limited by relevant legislation to be performed or complied with.

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Report any incidents, hazards, risks, opportunities or concerns relating to occupational health and safety. The Company encourages such reporting, and no one will face reprisals as a result.

It is recognised that Ideal Cleaning Services Limited operate in a dynamic environment and this policy will be reviewed every year, in line with legislation and the company's objectives and targets as the business grows and develops.

For and on behalf of Ideal Cleaning Services Ltd

P R Taylor



Chairman & Group MD

**Reviewed 03-2021**

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