

## 5.2 Health and Safety Policy

Boxshop Ltd regards good Health & Safety practice as a vital part of its business. It is therefore the company policy for Management & Employees at all levels to do all that is reasonably practical to attain the highest level of Health & Safety. Our aim is to prevent injury & protect from any foreseeable harm all staff, contractors & members of the general public, who come into contact with Boxshop Ltd & any of its undertakings.

### The objectives of this policy are:

- The company's statement of policy is presented under the requirements of the Health & Safety at Work Act 1974 & other relevant legislation.
- The company will maintain, so far as is reasonably practicable, suitable safe & healthy working conditions to ensure the health, safety & welfare of employees, visitors or members of the public.
- Adequate controls, in the form of safe working practices, will be provided to reduce the risks arising from all company work activities.
- The company will provide & maintain safe items of plant & equipment.
- Employees will be consulted on & participate as required in all matters relating to their health & safety.
- The company will provide suitable systems of work for the safe handling & use of substances utilised during work activities.
- Employees will be provided with suitable & sufficient information, instruction, training & supervision to undertake their duties & responsibilities in a safe & competent manner.
- The company will, so far as is reasonably practicable, seek to prevent accidents & incidents of work-related ill health.
- The company will co-operate with other employers, clients, sub-contractors & enforcing authorities on all matters in respect of health & safety.
- The Directors of the company are responsible for providing suitable & sufficient resources, including technical & financial, to achieve the aims & objectives of the policy.
- This policy will be reviewed & revised annually or more frequently, where required, to achieve continuous improvement in respect of Health & Safety.

The company will seek advice from a specialist consultant as, & when, required.

Signed: J Riddell

Date: 3<sup>rd</sup> January 2024



Managing Director

Extract of Company Occupational Health & Safety Manual.