



## Health and Safety General Policy

As Managing Director, I acknowledge responsibility for ensuring this policy is produced and implemented, communicated to staff and regularly reviewed every 12 months.

APEM Limited will endeavour to meet the requirements of all applicable regulations, orders, directives and other legislation of the country under whose jurisdiction the work is being performed. APEM recognises that good health and safety practices contribute towards efficiency and profitability and will create and maintain a safe and healthy working environment for its employees and suppliers working on its behalf.

APEM and its management will, as far as it is reasonably practicable:

- Commit adequate resources to Health & Safety;
- Comply with its statutory H&S duties;
- Provide and maintain a safe place of work, safe systems of work, safe equipment and a healthy and safe working environment;
- Ensure that hazards are identified, and regular assessments of risks are undertaken;
- Provide information, instruction and training as is necessary to ensure employees and others are assured of a safe and healthy working environment;
- Encourage H&S best practice throughout the organisation and promote awareness of health and safety issues;
- Take appropriate protective and preventative measures to achieve continuous improvement;
- Obtain competent independent advice to review and support its H&S processes where appropriate;
- Involve employees and safety representatives in health and safety improvement;
- Communicate with staff on H&S issues as detailed in the IMS and H&S manuals.

In order that APEM can meet its objectives, all its employees and suppliers will be informed of their obligations to ensure they co-operate and adhere to any health and safety rules which are part of APEM's code of conduct. They will also be informed of their duty to take all reasonable precautions and reasonable care of themselves and others who may be affected by their activities. They will be expected to comply with those rules and their duties under health and safety legislation whilst at work.

APEM will have detailed procedures in place which underpin this policy. These will be reviewed regularly to ensure that they remain fit for purpose.

APEM will have a nominated member of staff who has responsibility for Health & Safety issues. APEM may refuse to allow employees to work where they do not comply with or are in breach of any applicable APEM or client H&S policy.

Any APEM employee who fails to meet their obligations under this H&S policy may be subject to disciplinary action. All staff have a duty to report incidents and potential issues.

**Signed**

A handwritten signature in black ink, appearing to read 'Adrian Williams', with a long horizontal stroke extending to the right.

**Adrian Williams (Managing Director)**

**Reviewed: 11/03/2021**

Revision	Date	Approved by	Comments
5	15/04/2020	Adrian Williams	Next Review: April 2021
6	11/03/2021	Adrian Williams	Next Review: March 2022