

Approval: SIGNATURE ON FILE

1.4**GENERAL POLICY STATEMENT**

The Company has the maintenance and improvement of Safety, Health, Welfare and Environmental standards as one of its declared objectives. It is resolved that all necessary measures shall be taken subject to the statutory duties set out in legislation to secure the health, safety and welfare of its employees in their place of work and to protect persons other than employees against risks to their normal health and safety which may arise from work activities at Company premises and client's sites as well as home working. It will use the best possible environmental practices in all its activities, and promote the recycling of materials wherever it is practicable to do so.

The Health and Safety At Work Act 1974, imposes statutory duties on employers and employees and to enable these statutory duties to be carried out it is the Policy of this Organisation, so far as is reasonably practicable, to ensure that responsibilities for safety and health are properly assigned, accepted and fulfilled at all levels of our Organisation, and that all practicable steps are taken to safeguard the health, safety and welfare of all employees and visitors to the premises or operations under our control.

It is the intention of The Little Cleaning Co Limited so far as is reasonably practicable, to ensure that: -

- The provision and maintenance of equipment & systems of work are safe and without risks to health.
- Arrangements for use, handling, storage and transport of articles and substances for use at work are safe and without risks to health.
- Adequate information is available with respect to articles and substances used at work detailing the conditions and precautions necessary to ensure that when properly used they will be safe and without risk to health.
- The provision of such information, training and supervision as is necessary to secure the health and safety at work of all employees.
- With regard to any premises under our control or operations on which we are working, the maintenance of all plant, machinery and equipment so that is safe not only to employees and sub-contractors but to any person who may be affected.
- The working environment of all employees is safe and without risks to health and that there are adequate provisions are made with regard to the facilities and arrangements to the welfare at work.
- The Health and Safety Policy is reviewed updated as and when necessary. Communication of any such changes will be made to all employees.

It shall be the duty of all employees at work: -

- To take reasonable steps for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work.
- As regards any duty or requirement imposed on the employer or any other person by or under any of the relevant statutory duties to co-operate with the Organisation so far as is necessary to enable that duty or requirement to be performed or complied with.

Name: Mrs Emma Jacklin**Position: Company Managing Director****Signed:****Date: 08/10/21**