

Rigby Morrison FM Ltd - Health and Safety Policy

Rigby Morrison FM Ltd, is fully committed to achieving the highest standards of health and safety management and performance to safeguard our employees, clients, sub-contractors, and any other person that may be affected by their actions and activities.

Scope

Rigby Morrison recognise our employees are our strength and that their attention to detail and expert advice they provide to our customers, allows us to deliver the exceptional service that we are renowned for. As Director I will actively promote a culture of 'health and safety best practice', which will lead to the avoidance and reduction of risks to our stakeholders, including employees and the public. I am committed to reducing accidents and incidents to the lowest possible level within the organisation. To achieve this, Rigby Morrison FM Ltd will eliminate hazards and reduce OH&S risks throughout our business activities. Rigby Morrison will always ensure that they comply with the 'Health and Safety at Work Act 1974', and its associated legislation and recognise that good health and safety performance is a positive business investment and is the responsibility of all directors, management and employees.

Business

Rigby Morrison FM Ltd will collaborate with our clients H&S arrangements, sharing best practice and ideas which will ensure that we achieve our goal of health and safety excellence within the business sector we operate. We will ensure that when implementing these ideas, the needs, and expectations of interested parties will be considered.

As a Director of Rigby Morrison FM Ltd, I will ensure that sufficient resources are provided to ensure effective management and implementation of our safety arrangements that make up our health and safety management system. These systems are in place to evaluate the effectiveness of the management system with regular reporting at the Rigby Morrison FM Ltd Board Meeting. During this meeting we review performance; business objectives and, if necessary, implement revisions in the light of legislation or organisational changes.

The management team is responsible for ensuring suitable mechanisms are in place to achieve compliance with relevant legislation and associated codes of practice as well as, maintaining effective communication with staff, contractors, interested parties and relevant enforcement agencies. It is their duty to provide adequate instruction/training to meet employee and business requirements. Furthermore, they are responsible for the effective risk management process, which minimises risks through assessment, determining priorities and objectives for eliminating hazards, and reducing risks. Risks that cannot be eliminated are minimised using physical controls, or as a last resort, through systems of work and personal protective equipment.

All employees and personnel are responsible for ensuring they have implemented all relevant health and safety policies and procedures that ensure a safe system of work for our clients, visitors, employees/workers, contractors and any others, who may be affected by our activities. New and existing personnel are made aware of the company's Health and Safety policy through induction sessions and ongoing training.

Approval

Rigby Morrison FM Ltd will continue to engage with our employees, employee representatives and other workers in order that they can raise and discuss any matters relating to health and safety, and this Policy will be updated on an annual basis, unless changes in legislation require it to be changed sooner.

Signed:



**Andrew Shepherd
Managing Director
Rigby Morrison FM Ltd.
02 September 2020**