

Health and safety policy

This is the statement of general policy and arrangements for:		BMH Training Limited
BMH Training Limited		has overall and final responsibility for health and safety
Martin Hague		has day-to-day responsibility for ensuring this policy is put into practice
Statement of general policy	Responsibility of: Name/Title	Action/Arrangements (What are you going to do?)
Prevent accidents and cases of work-related ill health by managing the health and safety risks in the workplace	Martin Hague – Director	Weekly monitoring of the building
Provide clear instructions and information, and adequate training, to ensure employees are competent to do their work	Martin Hague – Director	Provide training as and when appropriate
Engage and consult with employees on day-to-day health and safety conditions	Martin Hague – Director	Raise any issues with respective employees as and when necessary
Implement emergency procedures – evacuation in case of fire or other significant incident. You can find help with your fire risk assessment at: https://www.gov.uk/workplace-fire-safety-your-responsibilities	Martin Hague - Director	For fire procedure see Fire Evacuation Plan
Maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances	Martin Hague - Director	Reporting procedure for all staff when instance occurs. Action to remedy will be taken as soon as possible to remedy the fault.

Signed: * (Employer)	Martin Hague	Date:	03/10/2018 / 30/10/20
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You should review your policy if you think it might no longer be valid, eg if circumstances change.
If you have fewer than five employees, you don't have to write down your policy.

Health and safety law poster is displayed at (location)	Main Entrance
First-aid box is located:	Under the sink in the kitchen
Accident book is located:	Under the sink in the kitchen