



Health and Safety Policy

This is the statement of general policy, intent and arrangements for:		Pyramid Trading Ltd
Steven Livingstone – Managing Director		has overall and final responsibility for health and safety
David Livingstone – Operations Manager, Jill Holland – Director Luke Holland – Commercial Director		have day-to-day responsibility for ensuring this policy is put into practice
Statement of general policy	The Directors at Pyramid Steel recognise that providing a safe and health working environment creates positive benefits to the overall quality of the company’s work, encourages a positive culture of good health and safety and staff wellbeing. They also understand their duty to comply with statutory legislation – the Health & Safety at Work etc. Act 1974 and the Management of Health & Safety at Work Regulations 1999 in fulfilling its obligations to both employees and the public who may be affected by Pyramid Steel work activities/operations.	
The company policy is, so far as reasonably practicable, to:	Responsibility of: Name/Title	Action/Arrangements
Ensure that sufficient resources (e.g. people, time, finance and facilities) are made available to ensure adequate control of the health and safety risks arising from our work activities.	Steven Livingstone	Arrangements are in place for the effective planning, implementation, measurements of performance, auditing and regular review of the company’s quality, environmental and Health & Safety policies. Relevant and appropriate risk assessments completed and actions arising out of those assessments implemented. All Risk assessments reviewed when working habits, people or conditions change.
Ensure the prevention of accidents and cases of work-related ill health.	Steven Livingstone Jill Holland	Risk assessments, appropriate control measures and regular audit undertaken and implemented.
Ensure the maintenance of safe and healthy working conditions.	Steven Livingstone Jill Holland	Risk assessments, appropriate control measures and regular audit undertaken and implemented. Fire Risk Assessment is reviewed annually. Escape routes well signed and kept clear at all times. Evacuation plans are tested from time to time and updated as necessary.
Ensure the provision and maintenance of safe vehicles, plant and	Steven Livingstone Luke Holland David Livingstone	Risk assessments, appropriate control measures and regular audit undertaken and implemented.

work equipment (WE)		
Ensure consultation with our employee's on matters affecting their health and safety.	Steven Livingstone Luke Holland David Livingstone	Toilets, washing facilities, drinking water and beverages provided. System in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects. COSHH assessments undertaken when appropriate – i.e. when new substances are used and where data sheet updates are received.
Ensure safe handling and use of substances	Steven Livingstone David Livingstone	Risk assessments, COSHH assessments, appropriate control measures and regular audit undertaken and implemented. Staff given necessary health and safety induction and provided with appropriate training including electrical and fire safety, personal protective equipment. We will ensure that suitable arrangements are in place for young person's/apprentices.
Ensure all employees are competent to do their tasks and give them adequate information, instruction, supervision and training.	Steven Livingstone	Provide information and training to all new and existing employees.
Ensure that duties to implement the policy are given to competent employees	Steven Livingstone	Provide information and training to all new and existing employees.
Ensure access to competent health and safety advice.	Steven Livingstone Jill Holland	Periodic updates given where employees, guidance & legislation changes.
Ensure review and revision of this policy as necessary and at least every year.	Steven Livingstone Jill Holland	Management to review at annual audit.
Signed: * (Managing Director)	Steven Livingstone	
The policy will be reviewed if no longer valid, e.g. if circumstances change.		

Health and safety law poster is displayed at (location)	Unit 8 Notice Board
First-aid box is located:	Trade Counter – Unit 6
Accident book is located:	Trade Counter – Unit 6