

### 1.1 Health and Safety Policy

JKH Cleaning Services aims to ensure the health, safety and welfare of our employees while they are at work and also of others who may be affected by our undertakings whilst ensuring compliance with relevant industry legislation.

To ensure that the principles of health and safety are clearly understood by all of our operatives, we:

- maintain that Health & Safety should never be compromised for other objectives;
- ensure that arrangements are in place for the effective implementation, development and review of this health and safety policy;
- ensure effective communication of health and safety matters throughout our business;
- strive to protect the safety and health of all employees by preventing work-related injuries, ill health, disease and incidents;
- comply with relevant health and safety laws and regulations by keeping up to date with changes to legislation;
- ensure that employees and their representatives are consulted and encouraged to participate actively in all elements of Health and Safety Management;
- strive to continually improve our Health and Safety Management procedures;
- provide the necessary information, instruction and training to employees to ensure their competence with respect to health and safety;
- devote the necessary resources in the form of finance, equipment, personnel and time necessary to implement this policy.
- seek expert advice from a qualified Health and Safety Adviser where the necessary skills are not available within our company;

We will take all reasonable steps to implement, monitor and maintain safe plant, substances, equipment, working environments and working practices .We will continuously improve our health and safety management arrangements in order to protect employees and others from risks to their health, safety and welfare whilst engaged in work related activities.

We recognise that safety is the responsibility of everyone and is not just a function of management. Employees have specific responsibilities to take reasonable care of themselves and others that could be affected by their activities and to co-operate to achieve the highest standards.

Revised: 2<sup>nd</sup> January 2018

Signature: *KHowe*

Name: Mr Keith Howe

Position: Proprietor