

A J Davis Demolition, Salvage & Plant Hire Ltd

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HEALTH & SAFETY POLICY

June 2020

Alec Davis- Director

Signed

A handwritten signature in black ink, appearing to be 'Alec Davis', written over a horizontal line.

Review Date:	Reason & Comments:	Next Review Date:
22 July 2019	New health and safety policy, no changes required at present	22 July 2020
11 June 2020	Reviewed by N Dunmore Health and safety consultant. Added to health and safety policy Covid 19 control measures	11 June 2021

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AJ Davis demolition salvage and plant hire limited
Company Policy Statement of
Intent For

Health and Safety at Work

July 2019

It is the policy of AJ Davis Demolition salvage and plant hire Limited that a high standard of health and safety be achieved and maintained.

The Director of AJ Davis Demolition salvage and plant hire Limited, Mr Alec Davis, will strive to continually improve its health and safety performance and systems by:

- Recognising that all incidents, accidents and occupational ill health are preventable;
- Demonstrating high visible management commitment;
- Setting high performance standards;
- Integrating health and safety management into all our business activities;
- Understanding the risks and controlling them through good management;
- Setting clear targets and objectives and monitoring, auditing and reviewing progress on a regular basis;
- Encouraging co-operation and involvement in health and safety at all levels in the company;
- Ensuring all our employees are aware of their health and safety responsibilities by communicating information and providing instruction and training;
- Providing adequate resources to manage the risk.

All employees of the company are required to exercise all reasonable care for their own health and safety and that of others who could be affected by their acts or omissions.

Alec Davis - Director
Sign 

Section 2

Organisational Arrangements and Arrangements for Policy Implementation

The responsibility for ensuring that AJ Davis Demolition salvage and plant hire Limited complies with the requirements of health and safety legislation is vested in Mr Alec Davis.

Alec Davis will ensure that:

- Sufficient resources are allocated for the proper maintenance of all health, safety and welfare provisions;
- The requirements of health and safety legislation are complied with;

- The requirements of this policy are complied with,
- All employees are informed of this policy.

Reference:

The Health and Safety at Work Act 1974, Section 2 (3) The Management of Health and Safety at Work Regulations 1999
HSE publication; HSG65, Successful health and safety management
HSE publication; Essentials of health and safety at work

Section 3

Employee Responsibilities

Health and safety legislation generally recognises persons as employers and employees; it does specify individual job titles. The following paragraphs define the health and safety responsibilities of employees within AJ Davis Demolition salvage and plant hire Limited.

Director

The Director is to ensure that there is an effective policy for health, safety and welfare throughout the company, together with the appropriate level of organisation and arrangements for implementing the policy.

The director is to fully ensure that the policy and procedures are fully implemented and to ensure that the policy and procedures are revised and updated as becomes necessary by using an independent health and safety consultant AJ site safety limited.

The director is to ensure that all employees under their control have the necessary information, instruction, training and supervision to enable them to carry out their work without risk to their health and safety, or to the health and safety of any other person who could be affected.

The director is to ensure that sufficient funds and resources are allocated within budgets under their control to meet any of the requirements of the above or of the policy.

The director is to, actively set a good example and to promote interest and enthusiasm, for all matters of health, safety and welfare.

Site Foremen

Will, know the requirements of the AJ Davis Demolition salvage and plant hire Limited health and safety policy.

To ensure that in respect of any employee, premises or site within their control, and in respect of customers, visitors and contractors that the requirements of the policy are fully and properly implemented.

Will, set a good personal example in all matters, of health, safety and welfare

Under most circumstances, in the absence of Alec Davis will undertake the role Site Foreman

Employees

Our employees will be made aware of the requirements of AJ Davis Demolition salvage and plant hire Limited health and safety policy at their company induction.

To take reasonable care of their own health and safety, and for the health and safety of other persons who may be affected by their acts or omissions.

Employees are to report all accidents, near misses or dangerous occurrences, and to report any faults or defects in any premises, site or work equipment.

Notes:

For the purposes of the above:

- A site supervisor is any person who exercises any level of supervision or control over other members of staff or responsibility for any sites.
- An employee includes all persons employed by AJ Davis Demolition salvage and plant hire Limited on a full time, part time or occasional basis.

Section 4

Consultation with employee's young persons

In fulfilment of the requirements of legislation and guidance, AJ Davis Demolition salvage and plant hire Limited will openly consult with all employees on health, safety and welfare matters, this will include whenever the company employs young persons. The independent health and safety consultant shall chair site safety meeting on a six monthly basis.

Health and safety matters are discussed at site safety meetings or 'tool box' talks on an informal but frequent basis.

Employees will be encouraged to put forward suggestions for improvements in health, safety and welfare provisions.

If an employee is absent from work either due to an accident, ill health or other medical reason, then on their return they will be interviewed to ensure that they are capable of undertaking the full range of their duties, or to consider what adjustments may need to be made.

Reference:

The Health and Safety (Consultation with Employees) Regulations 1996

The Management of Health and Safety at Work Regulations 1999

HSE publication L95; Health and Safety (Consultation with Employees) Regulations 1996

Section 5

General Office, Workshops and Premises Safety

In the interests of the health and safety of staff and customers, all offices, stockrooms, workshops, together with those parts of premises open to customers and clients will be kept safe, clean and tidy.

In customer areas special attention shall be paid to:

- The elimination of slip and trip hazards;
- Keeping staircases and passageways clear of obstructions;
- Ensuring that shelving is not overloaded;
- The safety of glass fixtures and fittings;
- Maintaining clear access to all fire doors;
- The safety of any electrical appliance.

In addition, in all offices and other areas, attention will be to ensuring that:

- Filing cabinets are stable;
- The top of cupboards is not used for the inappropriate storage of materials;
- No surplus polythene, packaging, paper cardboard, wrapping or banding materials are left where they could constitute either a fire risk or trip hazard;
- Rest rooms and toilet facilities are kept clean and properly maintained.

Reference:

The Health and Safety at Work Act 1974, Section 2 (2)
Health Safety & Welfare Regulations 1992
HSE publication CA 156; slips and Trips, summary and Guidance.

Section 6

Welfare Facilities

When on sites where there is no Principal Contractor we provide either a Porta loo for short duration demolition work up to two weeks; longer projects we hire in an oasis fully self-contained welfare facility with mess/drying area, office & w/c

Covid 19 restrictions shall be undertaken after a risk assessment has been carried out by the health and safety consultant if needed.

When on large projects the sites are set up with welfare facilities by the Principal Contractor in line with the CDM Regulations 2015.

Reference:

The Health and Safety at Work Act 1974, Section 2 (2)

Workplace Health Safety & Welfare Regulations 1992 L24

Construction (Design and Management) Regulations 2015

Section 7

Risk Assessment and Method Statements

Risk assessments will be carried out for the work that is to be undertaken by employees of AJ Davis Demolition salvage and plant hire Limited.

Covid 19 risk assessment

AJ Davis will undertake a Covid 19 Risk assessment of all working areas and offices whilst the pandemic is still in circulation or until AJ Davis is advised by His health and safety consultant or the government HSE guidance that the pandemic is under control or ceased. This will be relayed to all working staff who will abide by all measures put in place by AJ Davis Health and safety Consultant.

The significant findings will be recorded and discussed with the employees involved. The risk assessment and method statement shall be produced using all relevant information given, sourced or gained for the project being undertaken.

They will be reviewed by the independent health and safety advisor before being submitted.

Any changes to the risk assessments or method statements shall firstly be discussed with the independent health and safety advisor.

Where necessary in the light of the risk assessment, appropriate control measures will be implemented.

Method statements will be written detailing how, where and when work will be carried out. The contents of method statements will be discussed with employees prior to starting the work.

Reference:

The Management of Health and Safety at Work Regulations 1999

HSE publication L21: Management of Health and Safety at Work, Approved Code of Practice 1999

HSE publication INDG 163, Five steps to risk assessment.

Notes for risk assessment and method statement reviews July 2020

Section 8 Reporting of accident and near misses or dangerous occurrences and Investigation

All accidents causing any injury whatsoever to any employee or to any customer, visitor or other contractor will be reported and recorded in the Accident Book, which are kept in the site office.

The health and safety advisor shall be informed immediately.

It is important that the Accident Book is carefully completed and that all of the information required is supplied. In respect of employees, the Accident Book may be completed by the member of staff or any person acting on their behalf.

Immediately after an accident has been reported, the health and safety advisor and director will carry out an investigation and complete the company's accident Report Form.

The health and safety advisor shall build a report for AJ Davis Demolition, salvage and plant hire limited and will send to the company director his/her findings.

The health and safety advisor will undertake a lessons learned meeting with director manager and site staff on the findings.

The health and safety advisor shall instruct the director on closing out the findings of the investigation.

If an accident, illness or occurrence is reportable to the Local Authority under the provisions of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013, then the matter will be dealt with by Alec Davis with assistance from the appointed company safety advisors.

Reference:

The Social Security Act 1975

The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013

HSE publication L73; A guide to the RIDDOR - **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013**
Section 9

Section 9 First Aid

Appointed person first aid trained.

First aid equipment will be maintained at all AJ Davis Demolition salvage and plant hire Limited sites, the first aid box shall be kept in the site office or vehicle. It will be checked on a weekly basis by site foreman

Whenever materials are used from the first aid box this shall be reported through to head office so that replenishing first aid materials can be purchased when necessary.

Reference:

The Health and Safety (First Aid) Regulations 1981

HSE publication; L74 First aid at work Health and Safety (First Aid), Regulations 1981, Approved Code of Practice

Section 10 PPE, Personal Protective Equipment

All PPE is provided for our employees free of charge as required by the regulations, all our employees are issued with Hard hat, Safety boots, Hi-Vis clothing, Gloves, safety glasses.

All our operatives have their own face fitted half face respirator, fitting is carried out yearly, and FFP3 disposable masks are always readily available from the vans/Lorry.

If when carrying out a risk assessment for a project identifies further PPE, then the type is identified and purchased. Training sought if required.

Disposable 3M coveralls are provided at all times

Reference:

The Health and Safety at Work Act 1974, Section 2 (2)

The Management of Health and Safety at Work Regulations 1999

Personal Protective Equipment (PPE) at Work Regulations 1992 Amended

PPE INDG 174 (rev 2)

Section 11

Electricity

The potential for electricity to cause severe injury and on occasion's fatal injuries are well known. Common-sense precautions and following proper procedures enables us to use electricity safely.

The client will make arrangements for the disconnection of the services to the site. No works shall start until AJ Davis demolition has received a signed disconnection certificate from the principal contractor/client.

In respect to all electrical equipment on premises or sites, only competent electrical trained employees shall make any alterations, modifications or repairs to any electrical equipment or installation. Lock out systems shall be used on live boards and signage placed on live boards including emergency telephone numbers. Lock out keys held by lock out operatives at all times.

A register of all portable electrical appliances will be maintained.

All portable electrical appliances shall be tested on a regular basis by a competent electrician. Records will be maintained of all tests and an appropriate label attached to the individual portable electrical appliance.

When using portable electrical appliances such as drills and angle grinders, if anything appears to be defective it should be switched off, unplugged where possible and have a notice 'DO NOT USE' tied or fixed to it. The site supervisor should be informed and will make the necessary arrangements for removal from working area and the repair or replacement.

For demolition projects AJ Davis demolition salvage and plant hire limited will ensure that the client or Principal Contractor gives us a disconnection of electricity all clear certificate.

Reference:

The Electricity at Work Regulations 1989

HSE publication; HSG 85; Electricity at Work

HSE publication; HSE 107; maintaining portable and transportable electrical equipment

HSE publication, HSR25, Memorandum of Guidance on the Electricity at Work Regulations

Section 12 Noise and Vibration

AJ Davis Demolition salvage and plant hire Limited has a statutory duty to control noise and vibration, and protect workers from its effects. Excessive noise can cause permanent damage to the hearing of those exposed to it.

Noise is also a source of annoyance and disruption, and may directly or indirectly increase the risk of accidents. Every practical step will be taken by the company to control it.

Noise assessments will be carried out where noise levels are expected to exceed levels set by legislation or when an employee requests such an assessment.

AJ Davis Demolition salvage and plant hire Limited will only issue work equipment that will not expose employees to high vibration.

Reference:

The Noise at Work Regulations 2005

The Management of Health and Safety at Work Regulations 1999

The Provision and Use of Work Equipment Regulations 1998

Section 13 Manual Handling

The accident figures which are published by the Health and Safety Executive show that injuries from manual handling operations are a substantial problem in all industries, including the construction sector. Manual handling injuries, particularly back injuries, can seriously effect a person's enjoyment of life as well as their ability to work. It is therefore in everyone's interest that all manual handling is carried out properly and safely so as to avoid the possibility of any injury.

Assessments will be carried out of all manual handling operations where there is a risk of injury. All employees who have to carry out any such manual handling operations will be given the appropriate training. Assessments of manual handling operations will be recorded.

Reference:

The Manual Handling Operations Regulations 1992

HSE publication; L23 Manual Handling Operations Regulations 1992; Guidance on Regulations

Section 14 Fire Precautions

Rigorous attention will be paid to the prevention of fire. The proper maintenance of electrical equipment and ensuring that waste paper and other flammable materials do not accumulate are very important.

Fire precautions, fire alarms and fire extinguishers etc., will be located and maintained in line with the Fire Risk Assessment.

Fire extinguishers will be inspected annually by a competent person and records kept.

Selected employees will be trained in the correct use of fire extinguishers.

Notices giving instructions in the event of a fire alarm will be prominently displayed at any site office.

Fire Procedure

If you discover a fire:

- Sound the alarm at the nearest call point
- Call the fire brigade by calling 999
- Leave the premises or site by the nearest exit
- Assemble at the nearest point

Do not:

- Stop to collect personal property and belongings
- Use a fire extinguisher unless you are competent to do so
- Fight the fire unless you can do so from a safe place.

References:

The Regulatory Reform (Fire Safety) Order 2005

HSE publication; Fire Safety; An employer's guide

Section 15 Emergencies other than Fire.

In the event of there being an emergency which is other than a fire, the senior person present will assess the situation and take the appropriate actions.

In any case where the emergency is a gas leak or a strong smell of gas, suspected building subsidence, or is a suspicious parcel or package having been left in or alongside any building or on any site, then the building or site will be evacuated and the emergency services informed.

Reference:

The Management of Health and Safety at Work Regulations 1999

HSE publication, L21 Management of Health and Safety at Work; Approved Code of Practice

Section 16 Work Equipment

The term 'work equipment' covers everything by way of tools, plant, machines, fixed installations and any other equipment, which is provided by AJ Davis Demolition salvage and plant hire Limited and used by our employees.

No employee will be required to use any piece of work equipment unless they are competent to do so, and where necessary the appropriate training will be given to ensure such competence.

Reference:

Provision and Use of Work Equipment Regulations 1998

HSE publication, L22 Safe use of work equipment, Provision and Use of Work Equipment Regulations: 1998; Approved Code of Practice and Guidance

Section 17 Substances Hazardous to Health

When an employee has to carry out a task, which would involve the use of a substance, which is hazardous to health as defined in the regulations, an assessment will be made of the need to use the substance, and of any risks arising from its use.

Where the use of a substance hazardous to health cannot be eliminated and the substance has to be used, then the appropriate control measures will be used to minimise and to control the risk.

Employees will be trained in the use of all substances, and will have access to manufacturers or supplier's information and any assessment that has been made.

References:

The Control of Substances Hazardous to Health Regulations 2005

HSE publication, L5; General COSHH ACOP; Control of Substances Hazardous to Health Regulations 2005; Approved Code of Practise

Section 18 Threatening or Abusive Behaviour to Employees.

Employees may on occasions be confronted by persons who display or adopt a threatening or abusive attitude. The person may be dissatisfied with the level of service, which they have received, be unwell, under the influence of alcohol, drugs or prescribed medication. Such persons may at times become violent.

Your attitude and demeanour are the most important factors in controlling the situation. Staying calm and adopting a firm but friendly approach can have the desired effect of reducing tension and bring a satisfactory resolution to the situation.

Employees who are likely to be involved in such situations will be given the appropriate instruction and training.

Reference:

The Health and Safety at Work Act 1974, Section 2.

HSE publication; HSG 133; Preventing violence to employees

Section 19 Health and Safety Requirements for Contractors

The term 'contractors' includes plumbers, scaffolders, asbestos removers, etc. and any other class of person who, not being a company employee, are working on our sites.

Whenever contractors are working on sites where AJ Davis Demolition, salvage and plant hire Limited are working, the Principal Contractor shall:

- A competent AJ Davis Demolition salvage and plant hire Limited employee must be personally responsible for them;
- Enquiries must be made to ensure that the contractor is competent;
- The contractor must explain what their work involves and what is being done to ensure that the work can be done without risks to the health and safety of themselves or any other persons;
- All risk assessments and method statements must be supplied;
- The contractor must not operate any piece of plant or other work equipment unless they can prove they are competent to do so;
- All contractors will be told of the fire and emergency procedures during their site safety induction given by AJ Davis Demolition, salvage and plant hire Limited.

Reference:

The Health and Safety at Work Act 1974, Sections 2 and 3.

The Management of Health and Safety at Work Regulations 1999

The Construction (Design and Management) Regulations 2015

HSE publication; L144 Managing Health and Safety in Construction; Approved Code of Practice and Guidance

Section 20 Access Equipment/Working at Height

All access equipment, ladders, tower scaffolds, general access scaffolds, mobile elevating working platforms, cradles etc., used by an employee will be adequately supported, and provided when necessary with guard rails or barriers. Platforms will be wide enough to work off safely, and be constructed to prevent materials falling and kept free of tripping hazards.

Scaffolds will be designed, erected, altered and dismantled by trained competent persons only.

If tower scaffolds are going to be used, manufacturer's instructions shall be followed.

Mobile elevating work platforms and suspended access equipment will only be used by fully trained employees. AJ Davis Demolition salvage and plant hire Limited will ensure that all equipment is tested in accordance with legislation and copies of records made available to employees.

Ladders and stepladders will only be used as a last resort, if ladder or steps have to be used then the ladder will be secured at the top or footed by another person and will only be used for access or visual inspections only, and short duration of 15mins max. As accompany we do not use steps but do use hop ups for internal stripping work.

All access equipment shall only be operated by competent persons.

Reference:

The Construction (Design and Management) Regulations 2015

The Provision and Use of Work Equipment Regulations 1998

The Lifting Operations and Lifting Equipment Regulations 1998

The Management of Health and Safety at Work Regulations 1999

The Work at Height Regulations 2005 as amended 2007

Section 21 Confined Spaces

Air in confined spaces can be made unbreathable either by poisonous gases and fumes or by lack of oxygen. In some cases, the gases may be flammable, so there may also be a fire or explosion risk.

Working spaces may be restricted, bringing employees into contact with other hazards. Often escape or emergency routes are confined.

Work in confined spaces shall only be carried out by employees, who are skilled and trained to ensure safety. AJ Davis Demolition, salvage and plant hire Limited shall ensure that each employee understands the precautions to be taken, the equipment to be used, be fully conversant with safe systems of work and permits to work.

Reference:

The Confined Space Regulations 1997

The Management of Health and Safety at Work Regulations 1999

Section 22 Excavations and Buried Services

All excavation work shall be only carried out by competent persons and all excavation work shall be properly planned and subject to risk assessment so as to prevent accidents.

Before any digging of any kind taking place, temporary support requirements shall be assessed as well as precautions against collapse of sides, materials falling onto employees working in the excavation, people and vehicles falling into the excavation and undermining nearby structures and buried services.

All work involving buried services shall be subject to risk assessment. Any equipment used such as cable or pipe location equipment shall only be used by trained competent employees.

Reference:

The Construction (Design and Management) Regulations 2015

The Management of Health and Safety at Work Regulations 1999

The Provision and Use of Work Equipment Regulations 1998

Section 23 Demolition

Work requiring any employee or specialist contractor to carry out any type of demolition; dismantling or structural alteration will be carried out by skilled and competent workers only.

Safe demolition requires planning including safe systems of work, risk assessments and method statements as well as everyone involved understanding the precautions to be taken.

We will provide plant and equipment where reasonably practical to ensure that our employees can carry out the demolition work at a distance and by mechanical means wherever possible.

Reference:

The Construction (Design and Management) Regulations 2015

The Management of Health and Safety at Work Regulations 1999

HSE publication; L144; Managing Health and Safety in Construction; Approved Code of Practice and Guidance

Section 24 Asbestos

Prior to any demolition work taking place on existing premises the owner or person responsible for those premises should be asked to provide a copy of the refurbishment & demolition Asbestos survey. This survey should identify the presence of Asbestos Containing Materials (ACM) within the building.

If an Asbestos Containing Material (A.C.M.) is identified or presumed so by any person employed by AJ Davis Demolition salvage and plant hire Limited, work shall stop with immediate effect, and access to the asbestos prohibited.

When necessary the advice of a specialist analyst shall be sought.

The company when necessary shall prevent the exposure to Asbestos Containing Materials.

An assessment shall be carried out by the company to determine the likely exposure.

All our operatives are trained in asbestos awareness and working with Non-licensed asbestos materials.

All our work for removing Non-Licensed Asbestos Materials is in line with the HSE Asbestos Essentials.

Reference:

Working with Asbestos Regulations 2012

The Management of Health and Safety at Work Equipment Regulations 1999

HSE; Asbestos Essentials Guidance Working with Non-licensed Asbestos Materials

Section 25 Construction, Design and Management.

The Construction (Design and Management) Regulations 2015, CDM, are intended to protect the health and safety of people working in construction and others who could be affected by our activities. In accordance with the Regulations, AJ Davis Demolition salvage plant hire Limited require the systematic management of its projects from concept to completion. Hazards shall be identified and eliminated where possible, and the remaining risks controlled.

Whether AJ Davis Demolition salvage and plant hire Limited is appointed as the Principal Contractor or a subcontractor the requirements of CDM shall be fully complied with. When acting as the Principal Contractor, a copy of the attached Construction Phase Health and Safety Plan will be completed prior to works commencing.

Reference:

The Construction (Design and Management) Regulations 2015

HSE publication; L144; Managing Health and Safety in Construction, Approved Code of Practice and Guidance

Section 26 Information, Instruction and Training

To enable AJ Davis Demolition salvage and plant hire Limited employees to carry out their work safely they shall be provided with all necessary information, instruction and training. The following should not be taken as exhaustive, but is used as an indication:

- Information on changes that may affect the health and safety of employees;
- Any health and safety technical information;
- Precautions relating to plant, equipment, processes, substances or systems of work;
- Information provided by suppliers, designers, manufacturers etc.;
- Safety policy and procedure details;
- Induction training and toolbox talks;

- Specific safety training;
- Information and instruction in new work methods;
- Information on records of statutory inspections.
- Safety meetings

Much of the above information is included in the Employee Health and Safety Booklet which is issued to all employees on an annual basis.

References:

The Health and Safety at Work Act 1974, Sections 2 and 3

The Management of Health and Safety at Work Regulations 1999

Section 27 Environmental Issues

AJ Davis Demolition salvage and plant hire Limited recognise our environmental duties under the Environment Act 1995, the Environmental Protection Act 1990, the Special Waste Regulations 1996, waste management licensing regulation 1994, and site waste management plans regulations 2008

AJ Davis Demolition salvage and plant hire Limited is committed to striving for a cleaner world. This will be achieved by implementing measures, which will improve the environment, including:

- Abiding by and drawing attention to all employees, direct and indirect, of the current environmental legislation and regulations for all activities.
- Reducing to a practical minimum, environmental effects, to all mediums, arising from direct or indirect activities or support functions of the company.
- As far as economically practical, we will use processes and procedures that will reduce, reuse or recycle production of waste.
- The use of sound environmental, health and safety standards and working practices will be adopted.

- When acting as Principle contractor all waste will be controlled and monitored by site waste management plans.
- Communicating environmental awareness, including this policy, to all employees, contractors, suppliers and interested parties at all levels and controlling all environmental activities.

References:

Act 1995, the Environmental Protection Act 1990

The Special Waste Regulations 1996

Waste management licensing regulation 1994

ENVIRONMENTAL POLICY STATEMENT OF INTENT

AJ Davis Demolition salvage and plant hire recognise that some of our activities may have an adverse impact on the environment, but we are committed to reducing that impact by seeking continual improvement of our environmental performance and to conduct the operations to a clear and consistent policy for environmental protection.

Specifically, we aim to:

- Meet all relevant legislation and government guidelines and adopt reasonable measures to prevent water, air, ground, or noise pollution.
- Make efficient use of modern plant and techniques to reduce waste with recycling arisings for re-use wherever possible.
- Ensure that all our staff has a good understanding of how our business may affect the environment and what is expected of them to help minimise this impact.

- Manage our operations in a manner that will prevent pollution in excess of agreed limits and minimise the impact of our works on the public by adopting good working practices that reduce disturbance and disruption.
- Communicate with our neighbours to ensure that our work causes minimum disruption and has minimum impact on the local environment.
- Use modern, well-maintained transport, plant and equipment that are fuel-efficient and reduce emissions and unnecessary travel.

In particular, we will reduce our environmental impact by improvements in:

- Raising the environmental awareness of our site operatives through induction and training.
- Segregating waste streams and separating demolition materials into component parts.
- Selecting waste management facilities that operate transfer stations and recycling facilities.
- Measuring and seeking to reduce the waste produced on site, vehicle carbon dioxide emissions, and energy and water consumption.

The EMS's effectiveness is monitored and maintained by regular audit and Management Review.

sign  _____

AJ Davis

Managing Director of AJ Davis Demolition salvage and plant hire Ltd
June 2020

Section 28

Equal Opportunities

AJ Davis Demolition salvage and plant hire Limited recognises that discrimination is unacceptable and although equality of opportunity has been a feature of our employment

practices and procedure, we have made the decision to adopt a formal equal opportunities policy. Breaches of the policy will lead to disciplinary proceedings and, if appropriate, disciplinary action.

The aim of the policy is to ensure no job applicant or employee is discriminated against, either directly or indirectly on the grounds of race, colour, creed, nationality, ethnic or national origin, religious belief, political opinion or affiliation, sex, marital status, sexual orientation or disability.

We will ensure that the policy is circulated to any agencies responsible for our recruitment and a copy of the policy will be made available for all employees and made known to all applicants for employment.

The policy will be communicated to all private contractors reminding them of their responsibilities towards the equality of opportunity.

The policy will be implemented in accordance with the appropriate statutory requirements and full account will be taken of all available guidance and in particular any relevant Codes of Practice.

We will maintain a neutral working environment in which no worker feels under threat or intimidated.

Non-English speaking employees and sub-contractors

AJ Davis Demolition salvage and plant hire limited will, where practical ensure, that no non-English speaking employee will not be on site alone. Any non-English speaking employee will be accompanied by a Co-Worker / Translator while on site.

AJ Davis Demolition salvage and plant hire will, where practical ensure, that no non-English speaking sub contractor will not be on site alone any non-English speaking sub contractor will be accompanied by a Co-Worker / Translator while on site this will be provided by contractor or AJ Davis Demolition salvage and plant hire direct.

Signed AJ Davis

Sign  _____

Section 29 Drugs and alcohol statement

Drugs and Alcohol

AJ Davis Demolition salvage and plant hire Limited recognise that there has been a significant increase in the use of non-prescribed drugs for recreational use within the general public over the last few years. These drugs fall in to three main classes:

- Class A inc. heroin & cocaine
- Class B inc. amphetamines & Cannabis
- Class C inc tranquillisers

There are other types of drugs that are not in the above classes, but can still be misused used e.g. drugs that are prescribed by a doctor/GP that are misused by the patient. Solvents, and gases may cause intoxication when inhaled, these when used in this form are classed as drugs.

Both drugs and alcohol are not only mood altering stimulants, but also depressants and as such can have a dramatic effect on your capability to work/drive safely. We have a duty to ensure your safety whilst at work, therefore employees who are found to be at work under the influence of either drugs or alcohol will be in breach of the company health & safety policy. This breach will be seen as gross misconduct and will lead to disciplinary action, which could result in dismissal from the company. AJ Davis demolition, salvage and plant hire limited has a no drugs or alcohol policy in place for all working operatives, testing is carried out randomly to all site operatives, supervisors and managers. Anyone to be found under the influence of drugs or alcohol whilst on site shall be removed from site.

Any operative prescribed drugs by doctors or from pharmacist shall inform the site supervisor or the health and safety advisor. If prescribed drugs state not to use heavy plant or drive, light duties shall be given to the operative that has been prescribed the drugs.

Signed AJ Davis

Sign 

Section 30 Lifting Operations and Lifting Equipment.

The term 'lifting equipment' covers everything that can be used for raising and lowering objects e.g. Pulley blocks, ropes, slings, chains, cranes, fork lift trucks or any other equipment used for this purpose.

No AJ Davis Demolition salvage and plant hire Limited employee will use any lifting equipment, unless trained or competent to do so.

All lifting equipment will be marked to indicate its safe working load (SWL), and records maintained to show through examination not more than 6 months for equipment designed to lift people, and 12 months for all other lifting equipment.

Lifting equipment will be of adequate strength and stability for each load. All lifting equipment will be maintained in an effective state, in good repair and will be suitable for the job.

Reference:

The Lifting Operations and Lifting Equipment Regulations 1998 Provision and Use of Work Equipment Regulations 1998

HSE publications:

L22; Safe use of work equipment; Provision and Use of Work Equipment Regulations 1998; Approved Code of Practice and Guidance

L113 Safe Use of Lifting Equipment - Approved Code of Practice and Guidance

Section 31 Managing Workplace Traffic.

The term 'workplace traffic' can be split into three categories

- + External traffic movements e.g. outside of the building/site
- + Internal traffic movements e.g. within the buildings/site
- + External and internal pedestrian movements

AJ Davis Demolition salvage and plant hire Limited recognises that by avoiding contact between pedestrians and vehicles or vehicles with other vehicles will reduce the likelihood of major accidents.

Therefore, all employees who operate vehicles in the work place will be medically fit and fully trained in safe operation of the vehicles they are using. All company owned or hired vehicles will be maintained in a satisfactory state, be suitable to the task and working environment.

Every site shall be organised, as far as reasonably practicable, that pedestrians and vehicles can move safely without risks to health. All traffic routes will be suitable and sufficient for both pedestrians and vehicles.

Reference:

The Construction (Design and Management) Regulations 2007
Provision and Use of Work Equipment Regulations 1998
Workplace Health, Safety & Welfare Regulations 1992

HSE publications:

Provision and Use of Work Equipment Regulations 1998; Approved Code of Practice and Guidance
L24; Workplace Health, Safety & Welfare Regulations 1992; Approved Code of Practice and Guidance
INDG 199; Managing Vehicle Safety at the Workplace

Section 32

Smoking policy

AJ Davis Demolition salvage and plant hire Limited recognise that it is against the Law to smoke in 'enclosed' and 'substantially enclosed' public places, workplaces and work vehicles. In line with other countries this law is being introduced to protect employees and the public from the harmful effects of being exposed to second hand smoke.

A building or partially constructed building will be considered 'enclosed' if it has a ceiling or roof and the walls are in place. A building or partially constructed building will be considered 'partially enclosed' if it has a ceiling or roof, but has an opening in the walls which is less than half the total area of the walls. (Not including doors and windows).

In terms of the construction industry, once the roof or first floor is in place, the building becomes no smoking. Technically people can smoke outside of the building, but it will depend on the individual company's smoking policy. The whole site will be completely no smoking if it is contained within clients existing premises.

All site offices and mess rooms will be no smoking. Smoking rooms in buildings will no longer be allowed and there is no requirement to provide an outside smoking shelter.

All company vehicles, unless used solely by one person will be no smoking.

No smoking signs must be displayed in all smoke free premises and vehicles.

For further advice about Health and Safety issues or information contained in this Policy please contact AJ Davis health and safety advisor.

AJ site safety limited
Nigel Dunmore Diplos Graduate Member Dipd
St Patricks
Main road
West Lutworth
Wareham Dorset
Email nigeldunmore@btconnect.com

Statement of Intent of AJ Davis Director of AJ Davis demolition,
salvage and plant hire limited

This is the statement of intent for the health and safety
policy of the above company.

The Director Mr Alec Davis of the above company will
undertake his duties to fulfil his obligations of the above
policy. He will seek advice from his independent health
and safety advisor or other relevant advice on all matters
concerning the health, safety, welfare and training of all
his employees.

Signed 

AJ Davis Director of AJ Davis Demolition, salvage and
plant hire limited.
