



**POLO3: HEALTH &
SAFETY POLICY**

Rev: 04

HENLEYS MEDICAL SUPPLIES LTD.

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1. Policy Statement

Henleys Medical Supplies is dedicated to complying with the Health and Safety at Work etc. Act 1974. It is the policy of Henleys Medical Supplies to ensure, so far as is reasonably practicable, the health, safety, and welfare of all employees working for the company, and other persons who may be affected by our undertakings.

Henleys Medical Supplies acknowledges that the key to successful health and safety management requires an effective policy, organisation and arrangements, which reflect the commitment of senior management. To maintain that commitment, we will continually measure, monitor and revise where necessary, an annual plan to ensure that health and safety standards are adequately maintained.

The organisation will ensure a systematic approach to identifying hazards, assessing the risks, determining suitable and sufficient control measures and informing employees of the correct procedures needed to maintain a safe working environment.

We will provide, so far as is reasonably practicable, safe places and systems of work, safe plant and machinery, safe handling of materials and substances, the provision of adequate safety equipment and ensure that appropriate information, instruction, training and supervision is given.

We regard all health and safety legislation as the minimum standard and expect management to achieve their targets without compromising health and safety.

Company policies are available electronically at all times to internal employees, and externally upon request.

2. Policy

2.1. Scope

The purpose of this policy is to recognise that successful health and safety management contributes to successful business performance, and to show Henleys Medical Supplies' dedication to implementing necessary measurements.

This policy covers all relevant aspects of Henleys Medical Supplies.

2.1. Responsibilities

2.1.1. Managing Director

The Managing Director is responsible for implementing this policy, and for ensuring the necessary finances and resources are allocated to meet health and safety requirements.

2.1.2. Directors/Senior Management/Managers

The management team of Henleys Medical Supplies looks upon the promotion of health and safety measures as a mutual objective for themselves and employees. It is therefore, the policy of management to do all that is reasonably practicable to prevent personal injury and damage to property. Also, the organisation aims to protect everyone, including visitors and members of the public, insofar as they come into contact with our activities, from any foreseeable hazard or danger.

2.1.3. All Employees

All employees have duties under the Health and Safety at Work etc. Act 1974 and are informed of their personal responsibilities to take due care of the health and safety of themselves and to ensure that they do not endanger other persons by their acts or omissions. Employees are also informed that they must co-operate with the organisation in order that it can comply with the legal requirements placed upon it and in the implementation of this policy. Henleys Medical Supplies Ltd will ensure continued consultation with the workforce to enable all viewpoints and recommendations to be discussed at regular intervals.

3. Review

This policy shall be maintained and reviewed by the Managing Director.



Danielle Henley, Managing Director

4. Revision History

Revision	Modified by	Date	Description of Change
01	Andy Cleveland	April 2016	Initial issue.
02	Vikki Patis	April 2017	Annual review.
03	Vikki Patis	April 2018	Annual review. New format.
04	Vikki Patis	December 2020	New format.