

# Health and Safety Policy

## Introduction

This document sets out the

**BA Electrical Ltd**

Health and Safety Policy

- PART 1 HEALTH AND SAFETY POLICY STATEMENT
- PART 2 HEALTH AND SAFETY ORGANISATION
- PART 3 HEALTH AND SAFETY ARRANGEMENTS
- PART 4 ENVIRONMENTAL POLICY STATEMENT
- PART 5 SMOKEFREE POLICY STATEMENT
- PART 6 DRUG & ALCOHOL POLICY STATEMENT

This document will be issued to all employees during their induction into the company and every 12 months thereafter.

It contains important information concerning their Health, Safety and Welfare, therefore all employees should read this document and raise any questions concerning its contents with their Manager in charge.

A record of issue will be placed on the employee's employment record.

<b>Health and Safety Policy Amendment Record</b>			
To ensure that the company complies with the requirements imposed by the Health and Safety at Work etc. Act 1974, This Policy, Organisation and Arrangements will be reviewed on at least an annual basis, provision will also be made to undertake a review in the event of an accident, a significant change within the company, the introduction of new, or the amendment of existing legislation, codes of practice or guidance notes.			
Date of Review	Reviewed By	Brief Description of Changes	Next Review Date
<i>1<sup>st</sup> June 2013</i>	<i>IM</i>	<i>First Issue</i>	<i>31<sup>st</sup> May 2014</i>
<i>1<sup>st</sup> June 2014</i>	<i>IM</i>	<i>RIDDOR Changes and Additional Sections Added</i>	<i>31<sup>st</sup> May 2015</i>