

Health and safety policy

This is the statement of general policy and arrangements for:

Rainbow Painting Contractors

Overall and final responsibility for health and safety is that of:

Ian Ocock

Day-to-day responsibility for ensuring this policy is implemented:

Ian Ocock and Alan Ocock

Statement of general policy	Responsibility of (Name / Title)	Action / Arrangements (Customise to meet your own situation)
To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities	Ian Ocock	Relevant risk assessments completed and actions arising out of those assessments implemented. (Risk assessments reviewed every year or earlier if working habits or conditions change.)
To provide adequate training to ensure employees are competent to do their work	Ian Ocock	Staff and subcontractors given necessary health and safety induction and provided with appropriate training (including working at height, asbestos awareness and general site safety) and personal protective equipment. We will ensure that suitable arrangements are in place to cover employees engaged in lone / remote working.
To engage and consult with employees on day-to-day health and safety conditions and provide advice and supervision on occupational health	Ian Ocock All staff	Staff routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required.
To implement emergency procedures - evacuation in case of fire or other significant incident.	Ian Ocock	Escape routes well signed and kept clear at all times. Site specific evacuation plans are tested from time to time and updated as necessary.
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage / use of substances	Ian Ocock	Toilets, washing facilities and drinking water 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. Staff trained in safe handling/use of substances.
Health and safety law poster is displayed:	At office reception and at on - site welfare facilities	
First-aid box and accident book are located: Accidents and ill health at work reported under RIDDOR: (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) (see note 2 below)	At office reception and at on –site welfare facilities	

Note 1: www.hse.gov.uk/riddor

Risk assessments

Organisation name: Rainbow Painting Contractors

General Site Works

Activity	Hazards / Risks Identified	Control Measures	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
House Keeping	Slips, Trips, Falls & Hygiene Personal Injury Disease and Contamination	All tools and equipment to be properly stored immediately after use. All unwanted packing materials to be correctly disposed off. All tripping obstructions to be cleared from work area. Ensure appropriate lighting to be available for all relevant works. Maximum use to be made of all waste disposable facilities. All work areas to be cleared on completion of work daily. All waste packaging to be removed from site. Site welfare facilities are available.	Monitor site conditions daily to ensure it is clean, tidy and clear of trip hazards so far as is reasonably practicable.	Site Foreman / Project Manager All site staff	Daily	
Clearance of area / preparation	Debris / glass / rubble / partitions Cuts and abrasions / trapping injuries / strains and musculoskeletal injuries	Appropriate use of PPE including gloves, eye protection, hard hats and safety footwear. Restrict maximum lifting load to 20kg per operative. Use of mechanical lifting equipment. Use of skips to store waste materials.	Monitor site conditions daily to ensure that skips are being used correctly and waste materials are not accumulating. Ensure staff have access to PPE	Site Foreman / Project Manager	Daily	
Manual Handling	Strain injury Musculoskeletal injury Trapping injuries Cuts and abrasions	Ensure staff have received manual handling training. Use of mechanical aids where reasonably practicable. Palletised material deliveries. Use of vehicle cranes / loaders. Use good kinetic lifting methods. Restrict maximum lifting load to 20kg per operative. Always wear appropriate PPE for the task.	Ensure staff have access to lifting aids and PPE.	Site Foreman / Project Manager	Daily	
Use of hand tools	Cuts and abrasions to hands	PPE to meet the requirements of site rules and task. All tools to be fit for use and in good condition.	Ensure staff have access to PPE	Site Foreman / Project Manager	Daily	

Activity	Hazards / Risks Identified	Control Measures	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
		Use hand tools in the correct manner.		Operatives		
Working at Heights	Falling resulting in possible fatal injury, serious injury, broken bones.	Ensure that scaffolding has been erected by competent person and certified as safe to use. Ensure work platforms and ladders have been inspected and are safe prior to use. Work from within confines of scaffolding. Only use work platforms and ladders on level and solid ground. Never overreach. If working from a MEWP always wear and use correctly personal fall protection. Ensure MEWP operator is licensed to use the equipment (IPAF or equivalent). Always wear appropriate PPE for the task.	Ensure scaffolding is regularly checked by competent person. Ensure all work platforms and ladders are visual checked prior to use. MEWP operators must have IPAF or equivalent licence. Review access equipment to ensure it is the safest and best way to reach the work location.	Site Foreman / Project Manager Operatives	Daily	
	Falling tools / debris and materials	Use of lanyards fitted to tools and work equipment. Correctly fitted toe boards. Netting and sheeting as required.	If there is a possibility of falling debris during the work process then an exclusion zone must be set up using barriers, tape and signage.	Site Foreman / Project Manager Operatives	Daily	
Hazardous Substances	Wood dust, cement dust, plaster dust, paints, solvents and wood treatments. Skin and eye irritation	Ensure good welfare facilities are available on site. Always wear appropriate PPE, gloves, dust masks, eye protection. Avoid direct skin contact with hazardous substances. Read and understand the COSHH information relating to the materials being used. Damp down areas if dust is considered to be a problem Ensure all hazardous substances are correctly stored	Ensure first aid cover is available on site. Site Foreman / Project Manager to brief all staff of emergency procedures during daily toolbox talk.	Site Foreman / Project Manager Operatives	Daily	
	Asbestos	Ensure Asbestos register is available on site at all times. Avoid contact with Asbestos containing materials (ACM's). Stop work and warn other workers if ACM's are identified or suspected.	Site Foreman / Project Manager to brief all staff of Asbestos location during daily toolbox talk.	Site Foreman / Project Manager Operatives	Daily	

Activity	Hazards / Risks Identified	Control Measures	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Workplace Transport	Injury or death of contractors / site visitors from moving vehicles – particularly when reversing	All site staff to wear hi-vis clothing. Use the safe route to workplace and site welfare facilities (refer to Construction H & S Plan). Only authorised and certified operatives to use site based vehicles.	Banks man to be employed if large vehicles or reversing on site is involved.	Site Foreman / Project Manager Operatives	Daily	
Provision of First Aid	Injury or death of contractors / site visitors	Qualified first aider. Appropriate first aid equipment. Appropriate facilities for rendering first aid – clean area, running water. Means of summoning emergency services. Identification of first aid area. Identification of first aider.	Ensure first aid cover is available on site. Site Foreman / Project Manager to brief all staff of emergency procedures during daily toolbox talk.	First Aider or appointed person	Daily	