

Sample – health and safety policy

What is a health and safety policy?

A health and safety policy is a document that each site should develop, which describes their commitments towards ensuring a safe and healthy working environment.



The site must follow the commitments made in the policy.

Health and safety policy

Name of the Company

Address of the Company

The Management of COMPANY NAME is committed to taking care of the health and safety of all workers. COMPANY NAME will:

- Provide and maintain a healthy working environment at all times.
- Strive to ensure adequate control of health and safety risks arising from work activities.
- Provide all required instruction, training, supervision and other relevant health and safety information to employees.
- Ensure that all employees are competent to work safely in activities they are engaged in.
- Continue to consult with and update employees on all health and safety issues.
- Provide, as a minimum, risk assessments for all common tasks engaged in by employees.
- Encourage all employees to take reasonable care for the health and safety of himself / herself and fellow employees, and to report any hazard that cannot be controlled personally to appropriate personnel.

The Management of COMPANY NAME will encourage their employees to:

- Comply with safe work practices, with the intent of avoiding injury to themselves and others or damage to facilities and equipment.

COMPANY NAME managers and supervisors will:

- Ensure workers wear personal protective equipment and clothing where necessary.
- Ensure that employees comply with any direction given by management in relation to health and safety.
- Not misuse or interfere with anything provided in the interest of health and safety.
- Report all accidents and incidents on the job immediately.
- Report all known or observed hazards to their supervisor or manager.

Management is firmly committed to ensuring activities are carried out safely, and with all possible measures taken to

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remove and reduce the risks to the health, safety and welfare of employees, contractors, authorized visitors, and anyone else who may be affected by COMPANY NAME's operations. An effective health and safety policy requires the full collaboration and co-operation of all employees.

This policy applies to all our business operations and functions, including those where employees are required to work off-site.

Signature of person responsible within the company:

(Head of the Organisation)

Date DD/MM/YYYY