

## OCCUPATIONAL HEALTH AND SAFETY AND WELLNESS POLICY

1. The Five Rivers Environmental Contracting Ltd (Five Rivers) Occupational Health and Safety Policy Statement places responsibility for safety on ALL members of staff and on all sub-contractors and makes specific commitments with regard to operating safely, personal safety and the meeting of legal requirements.

Five Rivers considers that these issues rank equally with those of finance, human resources and any commercial issues. The policy and supporting documentation are the means by which Five Rivers is enabled to implement an effective health, safety and environmental management system.

Every employee's acceptance of their responsibilities for health, safety and the environment in the workplace will ensure the success of this policy.

Company procedures will include the following:

- The provision and maintenance of plant and equipment
- The safe use, handling, storage and transport of articles and substances
- Information, instruction, training and supervision
- A safe place of work, safe access & egress to and from the workplace
- A safe working environment and welfare.

In addition, Five Rivers will:

- Investigate major incidents (record all accidents, incidents and near misses and carry out investigations)
- Maintain health, safety and environmental policies
- Comply with all legal requirements
- Review significant risks as required
- Ensure that adequate health and safety training is provided to staff commensurate with their roles and responsibilities.
- Implement an annual audit to ensure effective systems are in place

2. The Director of Five Rivers has the ultimate responsibility for health, safety and the environment at the office/yard and for each contract. He is responsible for achieving, by all practicable means, the highest standards of health and safety at work for all employees and others who may be affected by the firm's operations. He is responsible for maintaining relevant paperwork, monitoring accident reporting books, undertaking accident investigations, internal audits of HSE. He is also responsible within reason for safeguarding the wellbeing of all members of staff and personnel affected by Five Rivers works. This is achieved through a responsible and adaptive approach to work centred around mutual respect and enabling all members of staff to work within a safe, nurturing and respectful environment.

Five Rivers is committed to establishing and maintaining a culture of continuous improvement, based on a rigorous review of risk assessments, incidents, legislative changes and best practice advice.

The company will arrange for annual health Occupational Health assessments carried out by Safewell Ltd. All staff are required to attend a medical whereby there are assessed for their fitness to work. Any advice from Safewell following the assessment will be actioned and



follow up assessments arranged. Any sight tests required following the medical will be paid for by the Company.

Individual Responsibilities are listed below:

**Director:** Detailed above

### **Contract, Business and Project Managers:**

Assist Director by updating legislation register, updating equipment, vehicle and plant maintenance logs, updating staff training logs, writing risk assessments and method statements, ensuring any accidents are reported and recorded correctly and liaising with the Site Forman. Site Managers are responsible for ensuring that HAVS assessments are carried out where necessary and that all noise and vibrations risk are managed appropriately. This includes reducing any risks by purchasing or hiring low noise/vibration tools, rotating jobs and supplying appropriate PPE.

### **Site Foreman:**

Assist Project Manager with Risk Assessments and manage Health and Safety on site, often in conjunction with the client's CDM 2015 responsibilities. Reporting all concerns, incidents or near hits to the Management Team appropriately and enhancing an open and safe working environment on site.

### **Operations Staff:**

Assist Site Forman with managing Health and Safety on site by remaining vigilant, complying with risk assessments and method statements and reporting all concerns, incidents or near hits to the Site Forman immediately.

All staff should comply with five rivers safe systems of work and use equipment that is provided for their safety and wear any PPE provided for their protection.

3. A suitable risk assessment will be carried out when commencing each new project. All vehicles will carry a basic first aid kit. Mobile telephones will be carried at all times for working in remote locations and appropriate emergency procedures will be briefed, practiced and instinctive for all Five Rivers staff and sub-contractors.

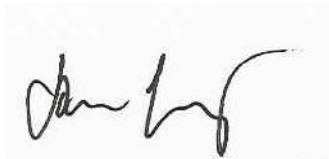
4. Even during projects that are not notifiable under Construction (Design and Management) Regulations 2015 (CDM), Five Rivers will ensure a safe system of works, managed throughout according to CDM.

5. Staff of Five Rivers Environmental Contracting Ltd are trained and tested by the Construction Industry Training Board (CITB) and National Plant Operators Registration Scheme (NPORS). All labourers are part of the Construction Skills Certification Scheme (CSCS) and hold the official CSCS card to indicate that are trained in Health & Safety and the Environment (HS&E).

6. Five Rivers are members of the Forestry Industry Safety Accord (FISA) scheme and The Institution of Occupational Safety and Health (IOSH).



7. The policy will be displayed on the office noticeboard and on the site, OH&S noticeboard appropriately.
8. The director will carry out an annual review of the firm's policies in line with the requirements under OHAS 18001 (Certification in Feb 17) AND IN LINE WITH THE Company Register of OH&S Legislation Register where updates are appropriate.
9. Accident reporting will be undertaken as required by RIDDOR 2013.
10. Personnel will be selected with reference to their suitability for the work. Qualifications will be checked, to ensure that certificates of competence are held. HSE AFAG leaflets will be issued to new staff.
11. All staff are issued with relevant protective clothing. PPE will be to the relevant BS EN standards. PPE is suitably stored and maintained.



Jason Lovering  
Director  
Five Rivers Environmental Contracting Ltd

February 2019



*wetland • woodland • heathland ~ restoration • creation • enhancement*  
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