



# **GENERAL HEALTH & SAFETY POLICY**

The Board of Directors of Portsmouth Aviation Limited regard the promotion of measures related to the Health, Safety and Welfare at Work as a mutual objective for Management and Employees at all levels. Education and continual improvement is positively encouraged.

It is therefore the policy of the company to;

- Promote the occupational health, safety and welfare of its employees and to so far as is reasonably practicable, prevent accidents and work related ill health arising from work activities.
- Comply with the requirements of the Health and Safety at Work Act 1974, the Management of Health and Safety at Work Regulations 1999 and other relevant health and safety legislations.

The company's health & safety policy calls for continuous improvement in its Health & Safety management activities and business will be conducted according to the following principals.

- Clearly set individual roles and responsibilities for all roles within the company, including Directors, Managers, Supervisors, Workers, Contractors, Fire Wardens and First Aiders.
- Assess the health and safety risks to company employees and anyone else who could be affected by the company's work activities and to providing adequate control of those risks following the hierarchy of risk control.
- Provide and maintain safe and healthy working conditions and provide safe plant, equipment and systems of work, including the safe use, handling, storage and transportation of articles and substances and the safe access and egress to the workplace.
- Provide comprehensive information, instruction, training, and supervision with the objective of ensuring, so far as is reasonably practicable, the health and safety at work of every employee.
- Provide a safe and healthy working environment by making available all necessary safety devices and personal protective equipment and supervising their use.
- Maintain a constant and continuing interest in health and safety matters applicable to the company's activities by consulting and involving employees or their representatives.
- Monitor the health and safety performance of the company via regular health and safety meetings, to include personnel from all levels of the workforce, deciding and implementing new procedures where required.
- To investigate all accidents and incidents, to identify trends and implement controls where necessary.
- Periodically review and revise this policy to ensure it remains relevant and appropriate to the business.
- The organisation will collect and use data to ensure the health, safety and welfare of its staff and others. Data collected and retention periods will be inline with current GDPR guidelines.

All employees and contractors have duties under the Health & Safety at Work etc. Act 1974 and are expected to take reasonable care of their own Health and Safety, and that of others who may be affected by their acts or omissions. All employees and contractors are expected to co-operate with the company on all matters relating to Health and Safety and in ensuring the objectives of this Policy are met.

**Simon P Escott**  
**Managing Director**

**Date 24/03/2021**