

Health & Safety Statement

The following is the Health and Safety policy for Carter Pumps Limited, referred to in the rest of this document as the Company, and relates to its activities that are carried out during the operation of its business. Health and Safety must be a part of the everyday working culture of not only the Company but also its employees. All employees should at all times contribute towards making the working environment as safe as possible, regularly appraising work methods to ensure that the safest possible methods are adopted.

1. Objectives

- 1.1. The Company takes very seriously its obligations and responsibilities under Health and Safety and related legislation. Its objective is to maintain healthy working conditions, equipment and safe systems of work. To institute effective planning, organisation, control, monitoring and preventive measures, procedures and resources that will, so far as reasonably practicable, ensure that the Company meets and, where possible exceeds its statutory obligations with regard to the health and safety of its employees, customers or other individuals who may be affected by its activities.

2. Key Implementation Areas

- 2.1 The Board of Directors will act jointly as the focal point for all matters relating to health, safety and the environment and will appoint suitably qualified person/s with a working knowledge of the relevant legislation to assist them in this activity
- 2.2 Health and Safety guidance is given to all new employees upon joining the Company and regular refresher updating sessions are held for existing employees. The Company requires the full co-operation and participation of all employees. The Company will provide adequate welfare facilities and ensure a safe and healthy working environment.
- 2.3 The Company will also provide training and supervision as is seen fit for the purpose and also set up procedures to regularly assess employees for health and safety risks at their place of work. Also to assess the risks to people who are not in their employ and who may be affected as a result of its trading activities.
- 2.4 The Company will ensure, so far as is reasonably practicable, that all plant and equipment is maintained and that all systems of work are safe and without risk to health and safety and will provide and make arrangements for the safe handling, storage and transportation of any articles and substances that are used.
- 2.5 Employees too have Safety responsibilities, which are not confined to the Company. All employees are obliged to take reasonable care for his or her own safety and for the others who may be affected by his or her acts or omissions and to co-operate fully with the Company in the arrangements it makes in relation to Health and Safety matters. For example employees must :-
 - 2.5.1 Adhere to the prescribed safe system of working.
 - 2.5.2 Report any faults or defects in machinery or equipment immediately to a Director
 - 2.5.3 Report any safety concerns at all immediately to a Director.
- 2.6 Repairs or maintenance to machinery or equipment provided for employees will only be carried out by those qualified to do so and employed for that purpose.
- 2.7 The Company will ensure that its Health and Safety policy is reviewed when required by changes in legislation, technology or the Company's trading activities.
- 2.8 The Company will supply to its customers, machinery and parts which, so far as is reasonably practicable, are safe for normal operational use and free from foreseeable health risks.
- 2.9 The Company will control the activities of all subcontractors carrying out work on their behalf and ensure that these subcontracted activities do not adversely effect the health and safety of the Company's employees, Customers or other individuals.
- 2.10 The Company has a zero tolerance of drink and illegal drugs whilst at work, it also recognises that it has a duty to ensure employees who may be under the influence of such are referred for appropriate diagnosis and treatment.
- 2.11 The Company will carry out and record risk assessments, as required by the Management of Health and Safety at Work Regulations, The Fire Precautions (Workplace) Regulations, the Provision of Work Equipment Regulations, The Display Screen Equipment Regulations and the Manual Handling Regulations, of all workplace activities on a generic basis. The magnitude of the risk will be identified by risk factors and those of a high magnitude will have suitable control measures established.
- 2.12 Details of all risk assessments carried out will be made available to all employees.
- 2.13 No employee may carry or move any load, which is so heavy as to be likely to cause injury to their health.
- 2.14 The Company will identify all substances hazardous to health and carry out appropriate assessments to ensure that the products used do not pose a hazard to health and that suitable control measures are in place to manage or reduce any risk identified. Such assessments will comply with the Control of Substances Hazardous to Health Regulations (COSHH).
- 2.15 Consultation with employees will take place, and be recorded, on any issue within the workplace that will affect their health and safety. Such issues will be discussed and employee's views taken into account prior to implementation of any such changes.
- 2.16 The Company will comply with the work time regulations. Should employees wish to work hours greater than the legislated maximum then they will be required to agree to and sign an opt out agreement.