Health and Safety Policy

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Jigsaw Industrial Ltd is committed to providing a safe and healthy working environment for all employees, contractors, visitors, and others who may be affected by our operations. We recognise our responsibilities under the Health and Safety at Work Act 1974 and associated regulations, and we strive to maintain the highest standards of health, safety, and welfare in everything we do.

Our Commitments

• **Legal Compliance** - We will comply with all relevant UK health and safety legislation, codes of practice, and industry standards.

• **Safe Workplace** - We will provide and maintain safe plant, equipment, and systems of work to prevent accidents, injuries, and work-related ill health.

• **Risk Management** - We will identify, assess, and manage risks to health and safety, implementing appropriate control measures to minimise hazards.

• **Training & Competence** - We will ensure all employees receive the information, instruction, training, and supervision required to carry out their roles safely and responsibly.

• **Employee Involvement** - We will consult and engage with employees on health and safety matters, encouraging active participation in maintaining a safe workplace.

• **Incident Reporting** - We will record, investigate, and learn from all incidents, near-misses, and unsafe conditions to prevent recurrence.

• **Continuous Improvement** - We will regularly monitor, review, and improve our health and safety management systems to achieve best practice standards.

Responsibilities

• The Managing Director has overall responsibility for ensuring this policy is implemented and resourced effectively.

• Line managers and supervisors are responsible for promoting safe working practices and ensuring that all procedures are followed.

• Every employee has a duty to take reasonable care of their own health and safety, as well as that of others, and to co-operate in achieving a safe working environment.

This policy is communicated to all employees, contractors, and relevant interested parties. It is reviewed annually, or sooner if significant changes occur, to ensure it remains appropriate to the nature and scale of Jigsaw Industrial Ltd's activities.

1. Statement of Intent

Jigsaw Industrial Ltd is committed to ensuring the health, safety, and welfare of all employees, contractors, visitors, and others who may be affected by our activities. Our objective is to prevent accidents, injuries, and work-related ill health by providing safe and healthy working conditions, equipment, and systems of work.

We will:

• Comply with the Health and Safety at Work etc. Act 1974, associated regulations, and industry best practice.

• Assess and manage risks arising from our activities, implementing effective control measures.

• Provide appropriate information, instruction, training, and supervision to enable all employees to work safely.

• Encourage a positive health and safety culture, where everyone accepts their responsibility to protect themselves and others.

• Review and improve our health and safety management system continually.

This policy will be reviewed at least annually, or sooner if significant changes occur, and updated as necessary to ensure its continued suitability and effectiveness.

2. Organisation

To implement this policy effectively, Jigsaw Industrial Ltd has defined the following responsibilities:

Managing Director

• Holds overall responsibility for health and safety within the company.

• Ensures adequate resources are provided to maintain safe operations.

• Approves and reviews this Health and Safety Policy.

Managers and Supervisors

• Ensure risk assessments are completed, communicated, and implemented.

• Promote safe systems of work and ensure employees comply with procedures.

• Report and investigate accidents, incidents, and near-misses.

• Provide ongoing training, support, and supervision.

Employees

• Take reasonable care of their own health and safety and that of others.

• Co-operate with management to comply with health and safety requirements.

• Report hazards, unsafe practices, or incidents immediately.

• Use equipment, PPE, and safety measures correctly.

Health and Safety Representative (if appointed)

• Supports communication between employees and management on health and safety issues.

• Assists in workplace inspections and audits.

3. Arrangements

The following arrangements are in place to manage health and safety at Jigsaw Industrial Ltd:

• **Risk Assessments & Safe Systems of Work** - Regular risk assessments are carried out for all activities, and safe systems of work are documented and enforced.

• **Accident & Incident Reporting** - All accidents, near-misses, and unsafe conditions must be reported, recorded, and investigated to prevent recurrence.

• **Emergency Procedures** - Fire safety, first aid, and emergency response procedures are in place, communicated, and tested regularly.

• **Training & Competence** - Employees receive induction training, job-specific instruction, and refresher training where required. Records are maintained.

• **Plant, Equipment & PPE** - Machinery and equipment are maintained in safe condition. PPE is provided, inspected, and must be used correctly.

• **Workplace Inspections** - Regular safety inspections and audits are conducted to identify hazards and monitor compliance.

• **Consultation with Employees** - Health and safety is discussed at team meetings and employees are encouraged to raise concerns or suggestions.

• **Health & Wellbeing** - Steps are taken to prevent work-related ill health, including monitoring noise, dust, manual handling, and other relevant hazards.

• **Contractors & Visitors** - All contractors and visitors must follow site safety rules and are provided with relevant information and supervision.

• **Continuous Improvement** - Performance is monitored through audits, incident analysis, and annual policy reviews.