



Eclipse Total Solutions Limited are committed to the following intents, so far as they are reasonably practicable:

- Prevent accidents and cases of work-related ill-health.
- Manage health and safety risks in our workplace.
- Provide such information, instruction, training, and supervision necessary to ensure that our employees are competent to undertake their work.
- Consult with our employees on matters of health and safety.
- Encourage all employees to engage in maintaining safe working practices.
- Provide and maintain safe plant and work equipment.
- Provide all necessary Personal Protective Equipment.
- Ensure that all substances are used, stored, and handled safely.
- Maintain safe and healthy working conditions.
- Implement all necessary emergency procedures, including evacuation procedures in the event of fire or other significant incident.
- Ensure that adequate provision is made for welfare facilities and that adequate first aid provisions are made.
- Review this policy annually and revise whenever there is a change in circumstances, in work practices or the introduction of new legislation affecting the policy, so as to ensure that these standards of health and safety are maintained.

Overall responsibility for health and safety, including day-to-day responsibility for ensuring that this policy is put into practice, rests with the Managing Partner. Additionally, all employees must:

- co-operate with supervisors and managers on health and safety matters;
- take reasonable care of their own health and safety; and
- report all health and safety concerns to an appropriate person (as detailed above).

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Arrangements for health and safety are as follows:

Risk Assessment

Appropriate risk assessments will be completed when required, kept under review and their findings implemented.

Communication of Policy

A copy of this policy is available on the company website.

Training of Employees

Training shall be provided to relevant employees on any hazards identified by risk assessment, for example following the introduction of new equipment, technology or systems of work. Refresher training shall be repeated periodically.

Consultation with Employees

Consultation with staff on health and safety matters will take place routinely as they arise and after any review of health and safety matters where changes are required.

Accidents

Any accidents or other incidents leading to injury or death of an employee or visitor and occurring in the course of or in connection with work activities must be reported to the Managing Partner at the earliest opportunity. The Managing Partner will arrange for the event to be investigated and a report prepared, recommending means of preventing re-occurrence where appropriate.

Where the accident or incident is of a type that falls under the scope of Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) then the Managing Partner will also notify the Health and Safety Executive.

Work equipment

All work equipment provided by the employer for use at work shall be:

- suitable for the intended use;
- safe for use, maintained in a safe condition;

All equipment used must be maintained in a safe condition and in good repair. Where necessary, equipment shall be inspected to ensure that it is safe for use without risk of injury or damage.