



Health & Safety General Policy

It is the policy of Key Floors Ltd to provide and maintain safe and healthy working conditions, equipment and systems of work for all our employees and to provide such information, training and supervision, as they need for this purpose. We also accept our responsibility for the health and safety of other people who may be affected by our activities.

We regard health and safety as ranking in importance with our main Company activities and see the promotion of health and safety measures as a mutual objective for all those who work in the Company. Personnel within the company are to do all that is reasonably possible to prevent injury to themselves and others, and to prevent damage to property.

The management of all departments in the Company is to comply with the relevant provisions of the Health and Safety at Work Act 1974 and is to ensure that employees understand the main provisions of this safety policy.

Therefore, we provide, so far as is reasonably practicable:

- A safe system of work
- Safe plant and equipment
- Safe means of handling, transporting articles, substances and people, adequate training, instruction, information and supervision
- A safe place of work with safe access and egress
- A safe and healthy environment
- Adequate welfare facilities

We also ensure, so far, as is reasonably practicable, that the way we carry out our work does not affect the Health and Safety of persons who are not our employees, for example, visitors and contractors.

It is also recognised that where we produce articles and substances for use at work, or we erect/install any plant or equipment, we have a duty to ensure the Health and Safety of those who use them and make available all the required information for their Health and Safety.

We remind you, our employees, of your duty to look after your own Health and Safety and ensure **that you do not endanger others and that you must co-operate with us**, as your employer, in meeting our legal obligations.

This policy will be regularly reviewed and kept up to date, particularly to reflect any changes in the nature or size of the business.

Peter Kavanagh
Managing Director