Insert your company's name or logo, and address.

# ISO 45001:2018

Health & Safety Policy Template

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The official controlled copy of this quality manual is the digitally signed PDF document held within our network server and visible to all authorised users. All printed copies, and all electronic copies and versions, except the ones described above, are considered uncontrolled copies which should be used for reference only.

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**Health & Safety Policy Template** 

### APPROVAL

The signatures below certify that this health and safety policy has been authorized and demonstrates that the signatories are aware of all the requirements contained herein and are committed to ensuring their provision.

	Name	Signature	Position	Date
Prepared by				
Reviewed by				
Approved by				

#### AMENDMENT RECORD

This safety management system manual is reviewed to ensure its continuing relevance to the systems and process that it describes. A record of contextual additions or omissions is given below:

Page No.	Context	Revision	Date

### COMPANY PROPRIETARY INFORMATION

The electronic version of this document is the latest revision. It is the responsibility of the individual to ensure that any paper material is the current revision. The printed version of this document is uncontrolled, except when provided with a document reference number and revision in the field below:

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# 1 Occupational Health & Safety Policy

# 1.1 Purpose

The purpose of this section is to provide the context for the development of our organization's health and safety policy. The management of health and safety is one of our core business functions. We are committed to developing, implementing, maintaining and constantly improving strategies and processes to ensure that all our activities take place under a balanced allocation of organizational resources, aimed at achieving the highest level of safety performance and meeting national and international standards, while delivering our services.

# 1.2 Scope

All of our organization's business activities involving direct employees. It also includes activities of contractors and visitors to our facilities. The key mechanisms for promoting continuous improvement in workplace health and safety, and reducing the number and impact of workplace injuries and illness, are set out in our Health and Safety Management System.

# 1.3 Health & Safety Policy Statement

### 1.3.1 General

Your organization recognises its duties under the prevailing Health and Safety legislation and is fully committed to ensuring the health, safety and welfare of its employees. We will take all practicable steps to meet, and, where required, exceed, our statutory duties at all times.

We also acknowledge that we have responsibilities for the health and safety of others, such as contractors, visitors to our workplaces, members of the public and service users who may be affected by our undertakings.

In order to provide safe and healthy workplaces, systems of work, substances, equipment and working environment, we have developed and made available for all relevant persons this Policy Statement which shall be subject to regular reviews.

Your organization is dedicated to actively detecting and eliminating or controlling risks through risk assessments of new and existing work methods, areas, substances and equipment in order to eliminate or minimise risk. Such assessments shall be conducted through consultation so that as far as possible, employees will have input. Your organization shall provide time, resources and opportunity for this to occur.

Existing equipment and workplaces shall also be subject to regular inspection and maintenance. Your organization is committed to preventing accidents and cases of work-related ill health.

Appropriate training, education and information, instruction or supervision shall be provided as required. Procedures shall also be provided to assist with any emergencies. Your organization will be responsible and accountable to ensure that hazards are identified, reported and controlled and that Employees have what is required for them to work safely.

All Employees are required to cooperate with preventative actions by complying with work procedures, reporting issues they become aware of, using information and skills imparted to them through training and participating in any consultative forums.

Employees of our organization will also be expected to comply with local site safety requirements and report any hazard or incident to their line Manager. Contractors and Visitors to our sites are expected to also cooperate