

Health and Safety Policy

Promoting a healthy and safe working environment



ADAS aims to provide and promote, as far as is reasonably practicable, a healthy and safe working environment for all employees, contractors, visitors and others who may be affected by our work activity.

Our procedures detail specific requirements for managing health and safety and our policy is to always work to the principles in HSE's 'Successful Management of Health and Safety' (contained in HS(G) 65).

Our objectives involve:

- **Coherent management of health and safety**, maximising the contribution of individuals and groups through their active participation
- **Effective communication** of relevant information and instructions on occupational health and safety
- **Managing health and safety through key personnel**
- **Supervision, training and teaching of staff**, enabling all staff to make an informed and responsible contribution to the health and safety effort and thereby promoting competence in safe systems of work
- **Producing site-specific local health and safety policies, plans and risk assessments**
- **Using formal risk assessment and subsequent control of hazards** during delivery to ensure the occupational health and safety of staff, contractors and visitors
- **Using a professional Registered Safety Practitioner** to assist and advise staff in the successful management of health and safety throughout the implementation of these objectives
- **Monitoring Health and safety performance** and regularly reporting to The Executive and The Board
- **Evaluating the success of the overall health and safety policy** and ensuring that any revisions are promptly brought to the attention of all staff

As Managing Director I have ultimate responsibility for health and safety in ADAS and I am committed to ADAS realising these objectives. Assisting me in this process are:

- David Knowles, the Health & Safety Manager
- Senior managers, who are required to make arrangements to ensure the health and safety of their staff whilst at work, and also visitors to our premises

This Policy Statement is made available to all staff via the ADAS Intranet and brought to their attention by being placed on Notice Boards at all ADAS locations. Staff are reminded of their responsibility to co-operate and take an active part on health and safety matters. This is particularly important for field based staff, many of whom manage their own health and safety on a daily basis.

Colin Speller
Managing Director
The ADAS Group of Companies

PS5 Edition 05
March 2007