

## Company Policy Statement for The Control of Substances Hazardous to Health

The Control of Substances Hazardous to Health Regulations 2002 applies to our working environment.

We recognise that some of the substances present have the potential to cause ill health and we will introduce measures to identify what substances our employees use or are exposed to in the course of their work.

Where a harmful substance is being used we will replace it with a suitable and less hazardous substance where reasonably practical.

Substances that we must use will be risk assessed and control measures, including development of and training in the use of method statements, introduced to protect our employees and others affected by our business operations. (Refer to Company C.o.S.H.H. Assessment, Document N° CA- 01)

Where reasonably practical these measures will not rely solely on personal protective equipment.

A copy of the material safety data sheet for each commonly used substance's will be held in each office and further copies issued to the users (engineering staff) as part of their Health and Safety folders.

We will assess the potential hazards of all new substances introduced into the work place prior to use to determine if they are both suitable and safe.

At least once a year we will make an inventory of all substances used during the course of our work and review the associated control measures to ensure they are up to date and effective.

Where PPE must be used, employees will be provided with the appropriate equipment, which will be maintained, repaired and tested as required by each class of protection.

Employees have a duty to ensure their PPE is maintained in good condition, any repairs or requirements for replacement should be notified to the relevant line manager immediately.

Information, instruction and training will be provided for all employees who may be exposed to hazardous substances.

This information will also be supplied to non-employees such as clients or other contractors who may be exposed to hazardous substances as a result of our operations.

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