



## DEJA Services. – **Safety Management System (SMS)**

### 1. Introduction

Deja services recognises that effective safety management is essential to protect the health, safety, and welfare of our employees, subcontractors, clients, and the public. This Safety Management System (SMS) outlines our structured approach to managing safety risks associated with arboricultural works, particularly in high-risk railway environments.

Our SMS is built around continual improvement, legal compliance, and a proactive safety culture that empowers all personnel to take responsibility for safety.

### 2. Objectives

Our safety objectives are to:

- Prevent injury and ill health.
- Comply with all relevant health and safety legislation and railway industry standards.
- Continually improve our safety performance through review, training, and engagement.
- Identify hazards, assess risks, and implement effective control measures.

### 3. Key Elements of the Safety Management System

#### 3.1 Safety Policy and Leadership

- The company's Health and Safety Policy sets out the commitment to maintaining a safe working environment.
- Directors and managers lead by example and are accountable for implementing this system.

#### 3.2 Planning and Risk Assessment

- All projects begin with a detailed Risk Assessment and Method Statement (RAMS).
- Dynamic risk assessments are carried out on site daily or when conditions change.
- Specific risks considered include: working at height, chainsaw use, live railway work, traffic management, and powerline proximity.

#### 3.3 Roles and Responsibilities

- Managing Director: Overall responsibility for health and safety and allocation of resources.
- Health & Safety Advisor: Provides expert guidance, audits compliance, and leads investigations.
- Supervisors/ COSS: Enforce procedures on site, ensure team briefings are held, and monitor work.
- Operatives: Follow procedures, use PPE, and report hazards or near misses.

### 3.4 Competence and Training

- All employees must be trained and competent for their roles.
- Mandatory training includes:
  - Chainsaw and climbing certification (NPTC or equivalent)
  - PTS (Personal Track Safety) for rail work
  - First Aid and Manual Handling
  - Site-specific inductions and toolbox talks

### 3.5 Communication and Consultation

- Safety briefings are held before each job.
- Toolbox talks and safety incidents sharing sessions are held regularly.
- Workers are encouraged to raise safety concerns without fear of reprisal.

### 3.6 Operational Control

- Safe systems of work are in place for all tasks, with specific procedures for:
  - Tree felling and dismantling
  - Aerial rescue and climbing operations
  - Working within railway possessions or line blocks
  - Fuel, chemical, and equipment handling
  - PPE must be worn at all times as per RAMS.
  - Machinery and tools are inspected regularly and maintained.

### 3.7 Incident and Near Miss Reporting

- All incidents, accidents, and near misses must be reported immediately.
- A formal investigation process is in place to:
  - Identify root causes
  - Implement corrective actions
  - Share lessons learned

### 3.8 Emergency Preparedness

- Site-specific Emergency Plans are prepared and communicated.
- Rescue procedures for aerial operations are rehearsed and documented.
- First aid kits, spill kits, and emergency contact numbers are available on all sites.

### 3.9 Monitoring, Audit, and Review

- Internal safety inspections and audits are conducted routinely.
- Corrective actions are tracked to completion.
- The SMS is reviewed annually and after any major incident or legislative change.

#### 4. Documentation and Records

The following documents are maintained as part of the SMS:

- Health & Safety Policy
- SWP or RAMS for each job
- Training records
- PPE inspection logs
- Incident and near miss reports
- Toolbox talk records
- Audit and inspection reports

All documentation is stored securely and retained according to legal and operational requirements.

#### 5. Continuous Improvement

DEJA Services commits to continuously improving the SMS by:

- Monitoring performance and setting measurable safety KPIs
- Engaging employees in safety innovation and feedback
- Reviewing procedures based on audit findings and incident reports
- Benchmarking against industry standards

Signed:  \_\_\_\_\_

Managing Director  
DEJA Services



Date: \_\_\_\_\_29.05.2025\_\_\_\_\_