

# Policy statement

## Part 1: Statement of intent

This is the health and safety policy statement of:

Our health and safety policy is to:

A handwritten signature in black ink, appearing to be 'John', written inside a rectangular box.

**Signed**

**Date**

**Print name**

**Review date**

## Part 2: Responsibilities for health and safety

1 Overall and final responsibility for health and safety:

2 Day-to-day responsibility for ensuring this policy is put into practice:

3 To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

4 All employees should:

- co-operate with supervisors and managers on health and safety matters;
- take reasonable care of their own health and safety; and
- report all health and safety concerns to an appropriate person (as detailed above).

## Part 3: Arrangements for health and safety

### *Risk assessment*

### *Training*

### *Consultation*

### *Evacuation*