



Health and Safety Policy Statement

It is the policy and intent if JVU Ltd will progress its business in accordance with the duty of care under section 2(3) of the Health & Safety at Work Act 1974, the requirements as detailed within the Management of Health & Safety at Work regulations 1999 and other Acts and Regulations specific to the progression of our business.

The management team are therefore committed to:

- Monitor, maintain and continually improve safety performance and service delivery through the setting of objectives, targets and periodic review.
- Ensure that all operative and those working on behalf of the company are aware of their personal responsibility to deliver incident free quality services to internal and external customers; ensuring that the needs and expectations of interested parties are determined and fulfilled.
- Develop and continuously improve the Integrated Management System, ensuring that it is simple, effective and describes all aspects of the company's activities with the objective of preventing injury and ill health.
- Record and act on incidents in service delivery, ensuring appropriate corrective and preventative action is taken.
- Ensure all activities products and services undertaken or delivered are subject to risk assessment, adequately resourced, and carried out by trained and competent people and suitable control measures implemented.
- Provide a robust system for auditing, inspection, operative appraisal and Management review, and actively use the outcome from these for improvements which are implemented and embedded through the business planning process.

All personnel must be familiar with the requirements of this Health and Safety Policy and abide with the contents of the Business System Manual.

This Health and Safety Policy is reviewed annually in order to ensure its continuing suitability.

Signed Jamie Vacher (Director)

Review Date:01/08/2020.....

JVU Limited

256 Martin Way, Morden,
Surrey SM4 4AW

Company Reg. No: 11154509
VAT No: 288179742

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Environmental Policy Statement

1. Environmental protection is the responsibility of all operatives within JVU Ltd. This document is my Environmental Protection Policy Directive and reflects the commitment made to the environmental protection by me.
2. It is my aim to take all practical and reasonable steps to secure the environmental protection objectives. This includes the protection and enhancement of the natural environment in line with the Governments environmental strategy, and the principles of stewardship and sustainability, within financial constraints. JVU Ltd has an Environmental Management System, designed to meet and/or exceed the requirements of BS EN ISO 14001:2008

In all our activities we are committed to:

- Comply with all relevant legal requirements, codes of practice and regulations.
 - Prevent pollution to land, air and water.
 - Reduce water and energy use.
 - Minimise waste and increase recycling within the framework of our waste management procedures.
 - To minimise the amount of excavated material going to landfill by insuring that a minimum of 90% of backfill materials is recycled.
 - Identify and manage environmental risks and hazards.
 - Involve customers, partners, clients, suppliers and subcontractors in the implementation of our objectives.
 - To monitor subcontractors to ensure they comply with the same Environmental requirements as JVU Ltd Environmental policy.
 - Promote environmentally responsible purchasing.
 - Provide suitable training to enable operatives to deal with their specific areas of environmental control.
 - Improve the environmental efficiency of our transport and travel.
 - Establish targets to measure the continual improvement in our environmental performance.
3. I wish to safeguard the environment, in which I live and work. I attach great importance to the contents of this directive and expect all personnel & operatives working for JVU Ltd, to apply it rigorously to all activities they might be involved in. All operatives are responsible for working towards the objectives contained within this policy.

Signed Jamie Vacher (Director)

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Alcohol and Drug Policy Statement

In order to comply with the Health and Safety at Work Act 1974 and The Transport Works Act 1992, operatives must not report for work, or continue to work if they are unfit to do so because of the effects of drugs or alcohol. Operatives must not consume drugs or alcohol whilst at work. Operatives should also notify their supervisor if they are taking any medicine whether prescribed or not, prior to commencing work. Where operatives are suspected of being unfit to work through the effects of drugs or alcohol, or involved in a safety incident, they will be requested to stop work immediately and where agreed, screening will be arranged. The company operates a zero tolerance on operatives who are tested positive.

Signed Jamie Vacher (Director)

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Equal Opportunities Policy Statement

JVU Ltd is committed to the principle of equal opportunity in employment.

Accordingly, the management will ensure that recruitment; selection, training, development and promotion procedures result in no job applicant or operative receiving less favourable treatment on the grounds of race, colour, nationality, ethnic or national origin, disability, trade union membership or no-membership, sex, sexual orientation or marital status. The objective is to ensure that individuals are selected, promoted and otherwise treated solely on the basis of the relevant aptitudes, skills and abilities.

Management has the primary responsibility for:

- Not discriminating in the course of employment against operatives or job applicants.
- Not inducing or attempting to induce others to practise unlawful discrimination.
- Bringing to the attention of operatives that they will be subject to disciplinary action for discrimination of any kind.

Individual operatives have the responsibility to ensure that they assist the Company in successfully achieving these objectives and can contribute by:

- Not discriminating in the course of employment against fellow operatives, clients, suppliers or members of the public with whom they come into contact during the course of their duties.
- Not inducing or attempting to induce others to practice unlawful discrimination.
- Reporting any discriminatory action to their line managers.

Operatives who consider that they are a victim of unlawful discrimination may raise the issue through the grievance procedure.

Signed Jamie Vacher (Director)

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Driving Policy Statement

In order for us to comply with our legal duties, we will require those using their own vehicles to produce basic documentation. Where this is necessary the Fleet Manager will take responsibility for checking the following on an annual basis:

- The employee's driving licence
- If the vehicle is more than 3 years old, the current MOT certificate
- Insurance documents are up-to-date

Employee duties:

Section 7 of the HSWA also places a responsibility on employees to assist us in complying with our legal duties. They are also required to be mindful of their own health and safety and that of others who may be affected by their activities. To this end, employees are expected to follow the procedures laid down in this policy and to:

- Have regular eye tests and ensure that any necessary glasses for driving are worn.
- Make available copies of the above documents annually when requested to do so.
- Inform the designated manager of any changes of circumstances, e.g. penal points
- Keep their insurance up -to - date if using their own vehicle.
- Read any updates that we may periodically issue on road safety matters. These will include information on good practices as well as forthcoming legal changes which affect those who drive for work.

Ill health and driving

Employees are responsible for ensuring that they are physically fit to drive. Should this change, their line manager must be informed as soon as possible. Drivers should also remember that some prescription drugs can cause drowsiness and affect their ability to drive safely. In the event that medication is necessary, employees should check with their GP or pharmacist before driving, even short distances. As research suggests that a journey time of more than 4 hours could carry the risk of deep vein thrombosis (DVT), those who drive regularly for long distances should advise us of any family history of DVT, or if they have ever experienced problems with blood clotting. Which if this is the case, we will refer them to their GP in order to ensure that they are able to drive safely and without risk to their health and safety.

Signed Jamie Vacher (Director)

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Training Policy Statement

It is the policy of JVU Ltd to ensure that all operatives are suitably trained to enable them to perform their duties safely. We aim to achieve this by providing induction training for all new operatives. This will also be given to other workers, such as agency temps who may spend time with us. Where necessary, we will provide training for existing operatives. The need for training will be determined by the requirements of the individual operative's job role.

Providing adequate training to our operatives is a requirement of the Health and Safety at work act 1974. It is also required by other more specific legislation which relates to the use of machinery, handling activities, hazardous substances and the wearing of personal protective equipment. The test adequacy is based on providing sufficient training to ensure that operatives can carry out their duties without jeopardising either their Health and safety, or that of their colleagues and visitors.

All operatives on induction will be reviewed to determine what training/qualifications they already hold and what as a minimum they require to progress their duties safely whilst they are engaged by JVU Ltd.

Competence will be measured for each operative and will take into account the operatives past experience, general ability and training they hold. A regular review of each operative will be completed to determine if they are sufficiently trained to enable them to perform their duties safely and enable them to perform with confidence.

Signed Jamie Vacher (Director)

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Anti-Corruption and Bribery Policy Statement

JVU Ltd is committed to the prevention of bribery and all forms of corruption. We are committed to carrying out its business fairly and operates a zero-tolerance approach towards any form of bribery or corruption.

JVU Ltd has pledged to achieve the highest standards in its governance and in all of its activities.

JVU Ltd will not tolerate bribery or corruption carried out by any of its operatives, Directors, or anyone working on behalf of the Company including but not limited to partners, consultants, contractors, agents or suppliers.

JVU Ltd will ensure that it complies with all applicable laws, statutes, regulations and codes of practice relating to the prevention of bribery and anti-competitive practices, including but not limited to the Bribery Act 2010.

We will ensure that all partners with whom the Company carries out business will have reciprocal anti-bribery agreements in place and adopt strict management control systems to ensure bribery and corruption is actively discouraged and which will be subject to rigorous auditing procedures.

JVU Ltd and its operatives will never give or accept a bribe, facilitation payment or other improper payment. Any breach of this policy will be deemed gross misconduct that could lead to instant dismissal for the operative involved. All business transactions will be open and transparent.

Any operative who has concerns about any suspicious behaviour, transactions, benefits or what appears to amount to bribery or corruption should raise this with the management.

Signed Jamie Vacher (Director)

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Anti Slavery and Human Trafficking Act

JVU Ltd is committed to driving out acts of modern day slavery and human trafficking within its business and that from within its supply chains, including sub-contractors, and partners.

The Company acknowledges responsibility to the Modern Slavery Act 2015 and will ensure transparency within the organisation and with suppliers of goods and services to the organisation. These as well as the suppliers of services make up the supply chain within JVU Ltd.

As part of the company's due diligence processes into slavery and human trafficking the supplier approval process will incorporate a review of the controls undertaken by the supplier. Imported goods from sources from outside the UK and EU are potentially more at risk for slavery/human trafficking issues. The level of management control required for these sources will be continually monitored.

The company will not support or deal with any business knowingly involved in slavery or human trafficking.

The company Directors and senior management shall take responsibility for implementing this policy statement and its objectives and shall provide adequate resources (training, etc) and investment to ensure that slavery and human trafficking is not taking place within the organisation and within its supply chains.

This policy statement will be reviewed annually and published.

Formal procedures concerning slavery and human trafficking have been established, including disciplinary procedures where they are breached. Additional procedures ensure that this policy is understood and communicated to all levels of the company, and that it is regularly reviewed by the Directors to ensure its continuing suitability and relevance to the company activities.

Signed on behalf of JVU Ltd

Signed Jamie Vacher (Director)

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