



Rightmix Ltd – Health & Safety Policy

Rightmix Ltd
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OUR POLICY	RESPONSIBILITY	ACTION
Prevent accidents and cases of work-related ill health by providing a safe, clean, and tidy yard and ongoing management of health and safety risk in the workplace.	Robert Pomphrett/ General Manager/ Operations Manager	Vehicles, Operatives, Management and Admin are based at Mebs Yard. Staff Must familiarise themselves with Rightmix Ltd health & safety Policy, Company Policies, procedures & guidance and adhere to these whilst at work. Induction will be provided on their first working day – staff to sign checklist. Induction will be provided from the first working day – staff to sign checklist when this is complete. Onsite welfare facility available. Drying area for jackets and boots. Fully equipped first aid box and eyewash station provided. Equipment is regularly checked and maintained, and care taken to ensure staff are competent to use equipment.
Determine the level of experience/competence of any new worker before asking them to perform a task and to provide adequate training and help gain relevant qualifications.	Robert Pomphrett/ General Manager/ Operations Manager	All drivers/operatives to undertake CITB Touch screen H&S Environmental Test. All drivers operating vehicles over 3.5 tonnes must have relevant HGV qualifications and be able to evidence this and demonstrate competency as part of their induction process. All drivers are required to adhere to company policies whilst operating company vehicles.
Provide and maintain safe plant and machinery by ensuring systems are in place for accurate documenting of maintenance/repair of fault/work required on lorries or equipment.	Robert Pomphrett/ General Manager/ Operations Manager	Regular inspections to be conducted by qualified independent company in accordance with appropriate industry standards. Drivers will complete daily checklists via the 'Trutac' app, which is set up on vehicle tablets or the individual's smartphone. Completed checks will trigger alerts to the company via the workshop tablet to highlight any emerging vehicle issues. Rightmix Ltd to keep up to date with any changes in DVLA/VOSA legislation via company transport management service (RCLB).
Display health and safety signage and provide enough personal protective equipment for each worker and lorry.	Robert Pomphrett/ General Manager/ Operations Manager	Each vehicle/operative must be equipped with the relevant PPE required to safely perform their daily duties. All personnel have a duty to ensure that the correct PPE is worn during working hours and that lost or damaged PPE is immediately reported to management to facilitate its prompt replacement.
Ensuring the health and safety for workers and the customers whilst on site, by providing safety information and identifying and minimising risks.	Robert Pomphrett/ General Manager/ Operations Manager	Electronic copies of health & safety information are sent to the customer by Rightmix Ltd as part of their quotation process. COVID 19 procedures to be followed in accordance with current Government guidance.
Keep safe whilst travelling to and from site.	Robert Pomphrett/ General Manager/ Operations Manager	All drivers to obey speed limits in force whilst on public roads and work sites, in accordance with Company Policies. Individual site rules and regulations must also be adhered to. All operatives must adhere to Company Alcohol and Drugs policy at all times during the working day.
Ongoing review and improvement of health and safety standards.	Robert Pomphrett/ General Manager/ Operations Manager	All personnel have a duty of care to maintain their personal health and safety and the safety of others in the workplace. Any incident or concern must be reported to Operations Manager or General Manager immediately and an accident form completed – these can be obtained from the Mebs Yard office.

Signed:

Name: Robert Pomphrett

Position: Company Director

Reviewed: 31st March 2024 | Next review: 31 March 2026