

HEALTH & SAFETY POLICY

1. Statement of Intent

Red Pencil Pest Control is committed to maintaining the highest standards of health, safety, and welfare for all employees, contractors, and customers.


We will comply with all relevant UK legislation including (but not limited to):

- Health & Safety at Work etc. Act 1974
- Management of Health & Safety at Work Regulations 1999
- COSHH Regulations 2002 (as amended)
- RIDDOR 2013
- PUWER 1998
- PPE at Work Regulations 1992 (as amended 2022)
- Manual Handling Operations Regulations 1992
- Working at Height Regulations 2005
- Control of Pesticides Regulations 1986
- CRRU UK Rodenticide Stewardship and BPCA Codes of Best Practice

We will:

- Provide safe systems of work, adequate welfare, and appropriate PPE.
- Identify hazards, assess risks, and implement effective controls.
- Provide information, instruction, training, and supervision to ensure competence.
- Prevent pollution and minimise our environmental impact.
- Review this policy annually or following significant changes or incidents.

Signed: _____



Name: Andy Wood **Role:** Director

Date: 16 October 2025

2. Organisation (Responsibilities)

Director – Andy Wood

- Overall responsibility for health and safety.
- Ensures compliance with legal requirements and industry standards.
- Provides adequate resources and training.
- Reviews policy, audits, and incident reports.

Technicians

- Follow all safety procedures, risk assessments, and COSHH instructions.
- Use PPE correctly and report defects or hazards.
- Maintain good hygiene when handling pesticides or waste.

Red Pencil Pest Control is a trading name of Red Pencil Consulting Limited (Company # 12920366)
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- Drive safely and secure chemicals during transport.

Competent Person (Appointed)

- Maintains the H&S legal register and training matrix.
- Updates COSHH records and method statements.
- Oversees incident investigations and corrective actions.

Subcontractors

- Must provide evidence of competence and insurance.
- Must comply with RPPC RAMS, COSHH, and site rules.

Clients

- Must disclose site-specific hazards (e.g., asbestos, pets, electrical risks).
- Must cooperate with RPPC in maintaining safe working conditions.

3. Arrangements (Systems and Procedures)

3.1 Risk Assessment

- All tasks are covered by site- or service-specific risk assessments.
- Dynamic risk assessments completed on site where conditions change.
- Control hierarchy applied (eliminate → substitute → engineer → administrate → PPE).

3.2 Training & Competence

- Minimum standard: RSPH Level 2 in Pest Management (or equivalent).
- Inductions, toolbox talks, and refreshers every 3 years or upon legislative change.
- Face-fit testing and PPE training records maintained.

3.3 COSHH (Pesticides, Rodenticides, Disinfectants)

- COSHH assessments and SDSs held for all substances used.
- Only approved, labelled products applied by trained technicians.
- PPE: Type 5/6 coveralls, nitrile gloves (EN374), goggles (EN166), RPE (A2P3).
- Decanting only in controlled areas; spill kits carried on all vehicles.

3.4 Rodenticide Stewardship (CRRU UK)

- Non-chemical methods considered first.
- Bait secured in tamper-resistant boxes; monitored and removed at treatment end.
- Secondary poisoning and carcass management controls implemented.

3.5 Lone Working

- Lone-working procedure in place with phone check-ins.
- Dynamic assessment before entry; withdraw if unsafe.
- Location and schedule logged daily.

3.6 Vehicles & Transport

- Vehicles maintained and inspected regularly.
- Chemicals stored upright, capped, and contained.
- Spill kit, SDS folder, and PPE carried at all times.

3.7 Working at Height / Loft Access

- Avoid height where possible.
- Ladders inspected; used only for short tasks with three points of contact.
- Lofts checked for safe flooring, lighting, and biological hazards.

3.8 Manual Handling

- Training in lifting technique; heavy or awkward items moved by two-person lift or mechanical aid.

3.9 First Aid & Emergency Preparedness

- First-aid kits held in vehicles and stores.
- Emergency procedures include spill containment, fire evacuation, and poisoning response.
- Product-specific first aid guidance from SDS and labels followed.

3.10 Environmental Protection & Waste

- Prevent pesticide release to drains or watercourses.
- Triple-rinse containers and dispose via licensed contractor (EWC 20 01 19*).
- Maintain waste transfer notes for all disposals.

3.11 Incident Reporting (RIDDOR)

- All incidents and near misses logged and reviewed.
- Statutory reports submitted where required.
- Lessons learned shared via toolbox talks.

3.12 Monitoring & Review

- Monthly checks of PPE, vehicles, and safety documentation.
- Annual management review or earlier if operations or legislation change.

4. Supporting Documents

- Risk Assessments & COSHH (RPPC Format)
- Training Matrix & Certificates
- Vehicle & Equipment Inspection Logs
- Incident / Near-Miss Forms
- Waste Consignment Notes
- Safety Data Sheets Library

5. Authorisation

Signed: 

Name: Andy Wood **Position:** Director

Date: 16 October 2025

Next Review: 16 October 2026
