



POL/03

Integrated Management System

Last Review: 13<sup>th</sup> May 25

Next review: 13<sup>th</sup> May 26

## Health & Safety Policy

H&M Security Services Ltd has developed this policy for the management of Health and Safety within the Company in accordance with Section 2 (3) of the Health & Safety at Work Act 1974 and ISO 45001.

### **Our scope of work includes:**

The provision of Static Site Guarding, Mobile Patrol, Keyholding and Alarm Response Services to the requirements of BS 7499, BS 7858, BS 7984 and BS 7958 for Public and Private Sector customers throughout the UK.

The Managing Director is ultimately responsible for the implementation of the Company's policy on health and safety ensuring that legal obligations for health and safety are met. He will ensure, as far as is reasonably practicable, that the H&M Security Services provides healthy and safe places of work for all its employees and ensures the general health and safety of customers, sub-contractors, adjacent administrations and any person who may be affected by its activities. This shall be achieved by ensuring:

- The provision of safe places of work.
- The identification and reduction of risk, with elimination through substitution or alternative methods of working being our first choice in every case.
- The provision of safe and appropriate equipment.
- The continued inspection, maintenance & calibration of equipment.
- The provision of instruction, information, training and supervision to enable all employees to fulfil their duty of care, avoid hazards and contribute to their own and others Health and Safety at Work.
- The provision of suitable, sufficient and appropriate personal protective equipment.
- Adequate accommodation and welfare facilities are provided.
- Reporting and investigation procedures are in place to reduce and minimise the incidence of injuries, occupational ill health and dangerous occurrences.
- That places of work are inspected and any deficiencies in Health and Safety are rectified.
- A safety culture within which employees freely identify Health and Safety issues, near misses and suggestions and to bring them to the attention of management.
- Adequate first aid training and equipment.
- Procedures are in place to identify and comply with safety legislation specific to all contracts including Network Rail and London Underground policy.

### **Roles and responsibilities:**

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

#### Overall and final responsibility for health and safety:

Managing Director – Ian Henderson

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

Operations Director – Iain Henderson

#### Safety, Risk Assessments, consulting employees, Accidents, and work-related ill-health:

(Operations Managers) Kevin Keene, Jay Brownlee, Jame Couttie & Jamie Hernandez

#### Monitoring, accident and ill-health investigation, emergency procedures, training and fire and evacuation:

(Operations Director) Iain Henderson



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Policy updates:

(HSQE Manager) Suzzane Douglas  
(Operations Director) Iain Henderson

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).

The ultimate responsibility for this policy lies with the Managing Director who ensures that it is given and retains the highest of priorities. This policy and its implementation will be reviewed at least annually and updated as required.

Signed by:

A handwritten signature in black ink, appearing to read 'Ian Henderson', written over a horizontal dotted line.

**Ian Henderson**  
**Managing Director**  
**H&M Security Services Ltd**