



COMPLETE DESIGN  
PARTNERSHIP LTD

CONSULTING CIVIL &  
STRUCTURAL ENGINEERS

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## ***HEALTH AND SAFETY POLICY***

It is the policy of Complete Design Partnership Ltd., hereafter referred to as C.D.P., that as far as is reasonably practicable all work shall be carried out in such a manner and in such conditions as to ensure the health, safety and welfare of its employees under all statutory requirements and other Regulations, namely:

The Health and Safety at Work Act 1974

The Management of Health and Safety at Work Regulations 1999

The Construction (Design and Management) Regulations 1994

C.D.P. will provide so far as is reasonably practicable:-

- a) Safe place to work,
- b) Safe access to and egress from the working place,
- c) Safe working systems,
- d) Safe plant and equipment,
- e) Relevant information, safety-training instructions as may be necessary.

In order to implement this, C.D.P. will

- a) Include in job descriptions, where necessary, details of responsibility for the safety and welfare of health.
- b) Ensure that all employees are adequately trained in their duties and responsibilities.
- c) Ensure that adequate provision for fire protection and fire fighting are maintained.
- d) Maintain an emergency evacuation system.
- e) Maintain first aid facilities.
- f) Keep building services and equipment in good order.
- g) Provide for employees the necessary protective clothing as required in places of work outside the office, such as in the course of inspections and surveys, and in the supervision of the work on construction sites where safety hats/footwear/appropriate outer garments i.e. protective overalls, must be worn at all times.
- h) Obtain expert advice where required to determine risk to health and safety and to take relevant precautions.
- i) Brief all sub-contractors and any other organisations working under the supervision of C.D.P. and requirements of the safety policy and require their compliance with the policy and with any other requirements which are appropriate.

It is the duty of every employee to assist in putting the safety policy of C.D.P. into effect by exercising personal responsibility and by doing everything possible to prevent hazard or injury to himself, to other employees and to others.

The responsible officers in C.D.P. for overseeing the Health & Safety Policy are the Directors in charge of the office.