

Millbank Holdings Group Ltd (Incorporating Priory Design Services Ltd, MDA Rail Ltd, Forbes HR Ltd)		
	<h1 style="color: #008080;">Worksafe Policy</h1>	MRPOL003/01/0419
		Last Reviewed: 04/2023
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		Owner: David Hopley

1 Worksafe Policy

The company acknowledges its responsibility under the Health & Safety at Work Act and recognises our duty of care and undertake to maintain safe systems of work and operates a Work safe or Refusal to Work procedure.

Risk Assessments are carried out in line with the Management of Health & Safety at Work Regulations and the Company's Health & Safety Policy.

Control measures are put in place including Risk Assessments, COSHH information and Toolbox Talks to reduce risks as far as reasonably practical.

Sufficient training and mentoring is provided to ensure the competence of all sponsored individuals and we do not expect any individual to undertake any duties unless they are competent, have been briefed on any relevant information specific to the task and have suitable protective equipment (PPE).

We require all individuals to work safely at all times and to ensure that others around them work safely. This includes complying with site rules including the Lifesaving rules and all client site specific procedures and instructions, wearing correctly the correct and appropriate PPE and the use of the equipment.

Where the use or operation of a client's machine, method of working of other influencing factor(s) that constitute a danger to anyone exists the individual may refuse to operate the machine. The individual may also refuse to carry out a method of working when it puts the life, health or safety of himself/herself or another person in danger.

Individuals refusing to work on Health & Safety grounds will be supported and no disciplinary action, financial or other penalty will be taken.

Escalation for resolving a refusal to work is through the Client's Representative on site in the first instance, and keeping the Manager/ Consultant informed of the situation. Any reports of unsafe working will be investigated and appropriate remedial action will be taken.

The individual raising the Work Safe Procedure will be kept informed throughout the process.

The Work Safe process is designed to give our workforce confidence that their views and safety issues will be given serious consideration by the Company.

Our workforce will be briefed on the CIRAS system and Confidential reports can be made to CIRAS by telephone on Free phone 0800 4 101 101 or text messages can be sent to 07507 285887.

2 Policy Review

This policy will be reviewed annually, when circumstances indicate a change is needed or when legislation is introduced that necessitates change.

Signed by:

David Hopley

Title: Managing Director

Date: April 2023

Any personal data collected in line with this policy will be stored and used in line with our Data Protection Policy, Retention Policy and Privacy Notice.