

Saville Audio Visual Health & Safety Policy



The Saville Group Limited T/A
Saville Audio Visual
Unit 5, Millfield Lane
Nether Poppleton
York, YO26 6PQ

saville
AUDIO VISUAL
www.saville-av.com

Integrated Management System
- Health & Safety Policy Statement

Health & Safety Policy Statement

The Saville Group Limited trades as Saville Audio Visual. Saville Audio Visual is engaged in the sale, installation, service, maintenance, and hire of audio visual and video conferencing equipment. Saville Audio Visual operates through three main divisions, AV Systems, Conference & Live Events, and Central Support. This policy is applicable to all divisions and all branches; its principals will also be applied when working outside the UK.

We are committed to ensuring the health, safety and welfare of all employees and fully accept our responsibility for other persons who may be affected by our activities such as customers, visitors to our sites and those who, along with the general public, attend events at which we provide equipment and services. We ensure that other workers not in our employment are competent to undertake the projects requested and we put in place all necessary controls to ensure they remain safe. We comply with all applicable legal requirements and with other requirements to which Saville Audio Visual subscribes.

The principal aims of this policy and associated arrangements are to make clear our intention and put in place a framework to prevent, during our activities;

- Injury, ill health or loss to any person affected by our undertakings;
- Any damage to, or loss of, plant, equipment, property, materials or products.

In addition, we aim to prevent;

- Delays in any processes or operations that could affect efficiency in delivering services to our clients;
- Events and incidents that may adversely affect Saville Audio Visual's reputation.

The ultimate responsibility for establishing, implementing and monitoring the policy against its aims, lies with the Directors of Saville Audio Visual, who in particular will ensure the provision of;

- Necessary resources including finance, equipment, personnel and time to ensure the health and safety of all employees and others who may be affected;
- Arrangements for planning, development and review of this health and safety policy;
- Clear information, instruction, training and supervision;
- Plant, equipment and systems of work that are, so far as is reasonably practicable, safe and without risks to health;
- A safe working environment and the provision of adequate welfare facilities;

- Necessary personal protective equipment whilst charge;
- Encouragement to all staff to set a high standard of safety by personal example;
- Cooperation and consultation on safety issues, including with other employers working on our premises or other workplaces in which we are based.

We feel passionate to make health and safety an integral part of all our activities. Our employees should also not forget their own personal responsibility. Every employee has a legal duty to cooperate with us to enable this policy and associated arrangements to be successfully implemented.

Where an employee has control over an activity in any area, they must comply with Saville Audio Visual's policies relating to that area and task. In particular, it is the duty of every person (as required by legislation) while at work;

- To take reasonable care for the health and safety of themselves and of all other persons who may be affected by their acts or omissions at work;
- Not to interfere or misuse, intentionally or recklessly, anything provided in the interest of health and safety or welfare;
- To alert management of any concerns about health and safety.

This policy is communicated to all persons working for or on behalf of Saville Audio Visual and is freely available to the public via company web-site.

This policy will be monitored to ensure that the objectives are achieved. It will be reviewed annually and, if necessary, revised sooner in the light of legislative or organisational changes.

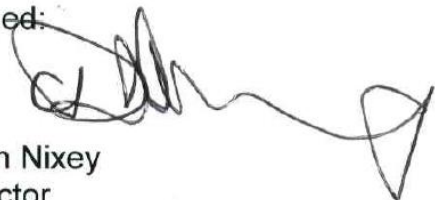
The successful implementation of the policy requires total commitment from all levels of the company, please work with us to make Saville Audio Visual an exemplar company and secure the health and safety of all persons we work with and alongside.

Signed:



Andy Dyson
Director

Signed:



Colin Nixey
Director

9th May 2017