





151 Dalry Road,
Edinburgh EH11 2EA
T: 0131 346 1494
E: sales@bmgoffice.co.uk
www.bmgoffice.co.uk

HEALTH AND SAFETY POLICY

With health and safety at the forefront of our minds, we've established and implemented a management system to manage the risks associated with our premises and activities.

We regularly monitor our performance and revise our health and safety management system as necessary to ensure we achieve our object of continuous improvement.

As a company we provide sufficient resources to meet the requirements of current health and safety legislation and aim to achieve the standards of good practise applicable to our activities.

We actively promote an open attitude to health and safety issues, encouraging staff to identify and report hazards so that we can all contribute to creating and maintaining a safe working environment.

We communicate and consult with our staff on all issues affecting their health and safety and, in doing so, bring this policy to their attention.

We will provide adequate training for our staff to enable them to work safely and effectively, and to ensure they are competent and confident in the work they carry out.

We will regularly carry out and review risk assessments to identify hazards and existing control measures.

We will prioritise, plan and complete any corrective actions required to reduce risk to an acceptable level.

We endeavour to maintain our premises and work equipment to a standard that ensures that risks are effectively managed.

We ensure at all times that responsibilities for health and safety are allocated, understood, monitored and fulfilled.

We always ensure we are aware of relevant changes in legislation and good practise.

When working on other organisation sites (such as construction) we carry out our own risk assessment above and beyond those of the site H&S officer, to ensure they are aware of any risk to their employees and other people posed by our activities, and that we are aware of any risks to our employee from their activities, and that we comply with the requirements of relevant legislation.

IT IS THE DUTY OF US ALL WHEN AT WORK:

- To take reasonable care of our own safety
- To take reasonable care of the safety of others who may be affected by what we do or fail to do
- To cooperate so that we can comply with our legal duties
- To ensure we do not interfere with or misuse anything provided in the interests of health and safety