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# KME Steelworks Limited

## Health and Safety Policy

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### 1. Policy Statement

KME Steelworks Limited is committed to providing a safe and healthy workplace for all employees, contractors, visitors, and stakeholders. Our operations in sheet metal fabrications for the crushing and screening and automotive industries involve inherent risks, which we actively manage through robust systems, training, and continuous improvement.

We comply fully with current **UK Health and Safety Legislation**, including the **Health and Safety at Work Act 1974**, and all relevant regulations. The company will ensure adequate resources are provided to maintain high standards of health, safety, and welfare.

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### 2. Objectives

- Provide a safe working environment and safe systems of work.
  - Prevent accidents, injuries, and occupational ill health.
  - Identify and control workplace hazards through regular risk assessments.
  - Comply with statutory duties, codes of practice, and industry best practice.
  - Continuously improve health and safety performance.
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### 3. Responsibilities

#### Employer Duties

KME Steelworks Limited will:

- Conduct risk assessments and implement control measures.
- Provide safe plant, machinery, equipment, and systems of work.
- Supply appropriate **Personal Protective Equipment (PPE)** free of charge.
- Provide health and safety training, information, and supervision.
- Maintain emergency preparedness, including fire protection and first aid.
- Ensure contractors and visitors comply with site safety requirements.
- Provide occupational health monitoring where required.
- Maintain adequate **Employers' Liability and Public Liability Insurance**.
- Review this policy annually to ensure effectiveness.

## **Employee Duties**

All employees must:

- Take reasonable care of their own health and safety and that of others.
  - Use PPE and safety equipment provided.
  - Follow safe systems of work and company procedures.
  - Report hazards, unsafe conditions, incidents, and accidents immediately.
  - Co-operate with management to ensure compliance with legislation.
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## **4. Key Health and Safety Arrangements**

### **4.1 Risk Assessments**

- Conducted regularly for all tasks, machinery, substances, and processes.
- Documented and reviewed annually or following significant changes.

### **4.2 Personal Protective Equipment (PPE)**

- Mandatory use of helmets, gloves, safety glasses, steel-toe footwear, ear protection, and respiratory protection where required.
- PPE is maintained, replaced, and inspected regularly.

### **4.3 Machinery and Equipment Safety**

- All machinery fitted with safety guards and interlocks.
- Only trained and authorised personnel may operate machinery.
- Preventive maintenance programme in place.

### **4.4 Electrical Safety**

- All electrical installations tested in accordance with regulations.
- Portable Appliance Testing (PAT) carried out as required.
- Lock-out/tag-out systems in place.

### **4.5 Gas Safety**

- Gas systems installed and maintained by competent engineers.
- Regular inspections and leak detection in place.

### **4.6 Emergency Preparedness**

- Fire detection, alarms, and extinguishers maintained and tested.
- Evacuation drills conducted at least annually.
- First aid facilities and trained first aiders on site.

#### **4.7 Incident and Accident Management**

- All incidents, near-misses, and accidents must be reported.
- Investigations conducted promptly, with corrective actions recorded.
- Records maintained in compliance with RIDDOR requirements.

#### **4.8 Workplace Ergonomics**

- Workstations and manual handling tasks assessed for ergonomic risk.
- Training provided on safe lifting techniques and posture.

#### **4.9 Handling Chemicals and Harmful Substances (COSHH)**

- Hazardous substances assessed under **Control of Substances Hazardous to Health (COSHH)** regulations.
- Safety Data Sheets available and accessible.
- Adequate ventilation, containment, and PPE provided.

#### **4.10 Noise and Air Monitoring**

- Regular monitoring of noise and airborne contaminants.
- Hearing protection zones identified and enforced.
- Local exhaust ventilation systems maintained.

#### **4.11 Hand Tools, Vehicles, and Equipment**

- Only safe, serviceable hand tools may be used.
- Vehicles, forklifts, and overhead cranes operated by licensed and trained personnel only.
- Daily pre-use checks mandatory.

#### **4.12 Housekeeping**

- Work areas kept clean, organised, and free from obstructions.
- Waste disposed of in designated containers.

#### **4.13 Forklift and Overhead Crane Safety**

- Pedestrian exclusion zones clearly marked.
- Lifting plans in place for heavy or unusual loads.

#### **4.14 Contractors and Visitors**

- Contractors must provide risk assessments and method statements before commencing work.
- Site induction and supervision required.

#### **4.15 Health and Safety Training**

- Induction training for all new starters.
- Task-specific training, refresher training, and toolbox talks.
- Special provisions for **young workers** and **lone workers**.

#### **4.16 Occupational Health**

- Health surveillance carried out where required (e.g., noise, dust, vibration).
- Access to occupational health advice.

#### **4.17 First Aid**

- Adequate first aid provision at all times.
- Trained first aiders available on all shifts.

#### **4.18 Smoking, Drugs, and Alcohol**

- No smoking policy enforced across all premises.
- Alcohol and drug use prohibited; testing carried out where necessary.
- Use of mobile phones restricted in designated safety-critical areas.

#### **4.19 Manual Handling**

- Manual handling tasks risk assessed.
- Mechanical aids used where possible.
- Training provided on lifting techniques.

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### **5. Monitoring and Review**

- Health and safety performance monitored through inspections, audits, and incident reviews.
- Results shared with employees to encourage co-operation and learning.
- This policy is reviewed annually or following significant changes in legislation or operations.

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### **6. Policy Commitment**

KME Steelworks Limited reaffirms its commitment to:

- Protecting the health, safety, and welfare of all employees, contractors, and visitors.
  - Continuous improvement in health and safety management.
  - Providing the resources necessary to implement this policy effectively.
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**7. Sign-Off**

A handwritten signature in black ink, appearing to read "J. Owen", written in a cursive style.

**Director:**

Date: 12 September 2025

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