

Health and Safety Management System

RF900

Health & Safety Policy Statement

Changes since last issue

Issue No	Date	Changes
0	03/09/09	None, first issue
1	15/11/11	Change of MD.
2	12/09/16	New procedures created: -RF938 Management and control of contractor procedure -RF939 Visitors procedure
2	01/01/21	Annual Review 2021
2	01/01/22	Annual Review 2022
2	01/01/23	Annual Review 2023
3	14/06/23	Change of Managing Director June 2023
3	15/07/24	Annual Review 2024
3	01/06/25	Annual Review 2025

HEALTH AND SAFETY POLICY STATEMENT

Russell Finex Ltd (RFL) recognises its duty to comply with all Health and Safety legislation relevant to its business and premises. RFL is committed to providing, maintaining, and improving a healthy and safe environment for its employees, contractors, and visitors.

RFL will, so far as is reasonably practicable:

- ✓ Provide resources to maintain health and safety.
- ✓ Conduct risk assessments and review them periodically.
- ✓ Provide and maintain safe systems of work that are free from foreseeable risks to health.
- ✓ Operate within Health and Safety Approved Codes of Practice for the use, handling, storage and transport of articles and substances.
- ✓ Provide information, instruction, training, and supervision to ensure employees and non-employees (visitors and contractors) can work safely without putting themselves or others at risk.
- ✓ Conduct planned preventative maintenance to ensure that all plant and equipment is suitably maintained in accordance with legislation / manufacturer's instructions.
- ✓ Monitor to ensure wellbeing of all staff and arrange Health surveillance, where required.
- ✓ Ensure that all items of plant, machinery and equipment are safe to use and kept maintained in a safe condition.
- ✓ Provide suitable and sufficient welfare facilities.
- ✓ Provide safe access and egress of the workplace and premises.
- ✓ Provide and maintain suitable arrangements for emergencies.
- ✓ Periodically monitor Health and Safety procedures and systems to maintain and improve performance.



The duties of employees are so far as is reasonably practicable:

- ✓ Carry out their work in a safe way without putting themselves or others around them at risk.
- ✓ Co-operate with the company on matters concerning health and safety.
- ✓ Make use of safety equipment provided.
- ✓ Not to interfere with, misuse, wilfully damage or remove anything provided in the interests of health and safety.
- ✓ Report any unsafe conditions or faulty equipment including personal protective equipment.

To ensure this policy remains effective, we will:

- ✓ Review it annually or more frequently should circumstance dictate.
- ✓ Inform relevant employees of change.
- ✓ Maintain procedures for communication and consultation with personnel on matters of health, safety and welfare.

Signed:

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Rob O'Connell, Managing Director, 1st June 2025