



## Health and Safety Policy

CEME is an innovative urban regeneration project that supports the development of individuals and organisations – with a specific focus on the Engineering, Manufacturing and Technology sector. CEME is a Charity that operates for the benefit of the public and for the Thames gateway region. CEME considers effective Occupational Health and Safety Management to be of prime importance and is committed to the prevention of injury and ill health through continual improvement and development whilst providing:

1. Programme Management
2. Occupancy Management
3. Conference and Events Management.

### It is the policy of CEME to:

1. Pursue high standards of health & safety management as an integral part of efficient management of the business and ensure that decisions about other priorities take account of health & safety requirements.
2. Comply with all legislation and other requirements pertaining to health & safety management.
3. Develop systems and procedures that deliver the high standards sought and in particular provide for:
  - Well maintained buildings, facilities, processes and systems that provide a safe environment with minimal risk to the occupational health & safety of staff, visitors, contractors and students.
  - Suitable arrangements for the selection, use, handling, storage and transport of articles and hazardous substances.
  - Adequate information, instruction training and supervision to enable work to be carried out safely by persons with the necessary competence. Safe and healthy working environments with adequate welfare facilities.
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  - Communications, health surveillance and advisory facilities as required.
  - Ensure that all accidents and incidents resulting in personal injury and other dangerous occurrences including near misses are investigated, with a view to implementing arising recommendations to prevent recurrence.
4. Develop and review clear health & safety performance objectives including:
  - Accident and incident performance
  - Annual health & safety objectives
  - Training achievements
  - Health and Safety Audits
5. Review and if necessary, revise this policy and the objectives on an annual basis

The Chief Executive has overall responsibility for this policy but all persons who work within or come in contact with CEME during their normal activities have a legal responsibility to take reasonable care of his, or her activity with reference to health & safety.

The Operations Director has responsibility for the implementation of this policy through line managers and supervisory staff.

CEME will produce and update detailed organisation structure and responsibility charts in support of effective communication of this policy.

The co-operation and commitment of everyone is essential in order to establish, maintain and continually improve effective standards of health & safety.

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**Bill Williams – Chief Executive.**

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