

APPROVAL

The signatures below certify that this policy has been reviewed and accepted and demonstrates that the signatories are aware of all the requirements contained herein and are committed to ensuring their provision.

	Name	Signature	Position	Date
	Louise Johnson		Chief Administrative Officer	03/09/2024
	Lauretta Wright		Chief Operating Officer	03/09/2024
	Adrian Wright		Chief Executive Officer	03/09/2024

AMENDMENT RECORD

This policy is reviewed to ensure its continuing relevance to the systems and process that it describes. A record of contextual additions or omissions is given below:

Page No.	Context	Revision	Date
3	New section added	Section 4 – Project Management added	06/04/2023
4	New section added	Section 4 – Duties of Principal Contractor added to amplify Clause 2.2	27/09/2023
	Sections renumbered	Due to the addition of another sections, following sections were renumbered	27/09/2023
N/A	Annual Review	N/A – Compliant	03/09/2024

COMPANY PROPRIETARY INFORMATION

The electronic version of this policy is the latest revision. It is the responsibility of the individual to ensure that any paper material is the current revision. The printed version of this manual is uncontrolled, except when provided with a document reference number and revision in the field below:

Document Ref.	HS.STAT.05	Rev	2.02
Uncontrolled Copy	<input type="checkbox"/>	Controlled Copy	<input checked="" type="checkbox"/>
		Date	03/09/2024

Happy Energy Solutions Ltd.
Health and Safety Policy
3rd September 2024

1. Introduction

- 1.1 Happy Energy Solutions Ltd. ("the Company") recognises and accepts its responsibilities under the Health and Safety at Work etc Act 1974 including the responsibility to:
- provide and maintain a safe and healthy place of work;
 - provide adequate information, instruction, training and supervision;
 - provide and maintain plant and equipment and safe systems of work;
 - ensure safe access to and from the places of work;
 - work to prevent accidents and work related ill health;

2. General Health and Safety

- 2.1 The overall responsibility for health and safety lies with the Chief Executive Officer, Adrian Wright. The Health and Safety Manager has day to day responsibility for managing health and safety both at the Company's premises and wherever Company employees or sub-contractors are working.
- 2.2 The Management is committed to complying with the requirements of the Management of Health and Safety at Work Regulations 1999, the Construction (Design and Management) Regulations 2015, the Work at Height Regulations 2005, Control of Asbestos at Work Regulations 2012 and all other Regulations that apply to the Company's work activities.
- 2.3 The Management will ensure that appropriate levels of risk assessments are carried out of all work activities carried out by the Company in order to identify any hazards, and will then ensure that control measures are implemented to prevent any injury, disease and dangerous occurrences arising.
- 2.4 The Management will ensure that none of the Company's work adversely affects the health or safety of any contractors or of members of the public. Furthermore, the supervisor on every site will ensure that no member of the public including where appropriate, the clients, are exposed to any hazards caused by the Company.
- 2.5 The Management will at all times ensure compliance with CDM 2015 and provide adequate welfare facilities on all its sites.
- 2.6 The Company will strive to maintain excellence in health and safety matters and in this respect, employees and others are encouraged to co-operate with the management in all safety matters, to identify hazards and reduce the risk which may exist during work activities and to report any condition which may appear dangerous or unsatisfactory. The Company will at all times consult with the employees on these matters.
- 2.7 The Management will, so far as reasonably practicable, ensure that the Company provides adequate financial resources to meet these objectives.

- 2.8 Copies of this policy are to be available to all Company employees and other interested parties.

3. Directors' Duties:

- 3.1 The Directors will have at least basic knowledge and understanding of the Health and Safety at Work etc Act 1974 and its associated Regulations and Approved Codes of Practice.
- 3.2 It will be the responsibility of all the Directors to keep all employees, and where appropriate any sub-contractors, advised as to their responsibilities in respect of health and safety matters.
- 3.3 In order to protect the safety and health of employees and others affected by the Company's operations, the Directors will:
- 3.3.1 Ensure they are familiar with the hazards associated with the type of construction works the Company is involved with and with the precautions which need to be taken to eliminate or control those risks.
 - 3.3.2 Establish procedures to deal with any emergencies.
 - 3.3.3 Appoint a suitably trained and competent person to assist them in carrying out their health and safety duties.
 - 3.3.4 Ensure that employees receive sufficient training and information so that they can carry out their duties safely and competently. The Engineering and Health and Safety Manager has been appointed as that person.
 - 3.3.5 Ensure that risk assessments are carried out on all hazardous activities.
 - 3.3.6 Initiate the timing and annual review of the Health and Safety Policy and ensure it is promoted to all employees and others working on behalf of the Company.
 - 3.3.7 Ensure that all employees carry out the health and safety duties allocated to them.
 - 3.3.8 Ensure the safety performance of the Company is monitored and take action to remedy any identified deficiencies.
 - 3.3.9 Ensure that adequate provision is made for welfare facilities at all sites and that adequate first aid provisions are made.
 - 3.3.10 Ensure that all necessary PPE is provided to employees, and that instruction is given on its use.

4. Project Management:

- 4.1 When planning a new project or carrying out any maintenance works, they will:
- 4.1.1 Liaise with the Health and Safety Consultants (where appropriate) to ensure the effective planning to take account of known or foreseeable hazards to health or safety and to obtain necessary work permits that are required.
 - 4.1.2 Ensure that any necessary expert advice is sought and that recommendations are followed regarding any health and safety hazards and identifying training needs.
 - 4.1.3 Ensure that suitable risk assessments have been carried out and that appropriate Method Statements have been written and are available.
 - 4.1.4 Ensure that the maintenance teams or trades have the information needed.
 - 4.1.5 Ensure that PPE is only used when there are no other methods of reducing the risk.

- 4.1.6 Ensure there is an adequate supply of Personal Protective Equipment and that employees are trained in the safe storage and use of the PPE.
- 4.1.7 Ensure each site has a First Aid trained person and that injuries are notified where required by Regulations and that all details are entered in the Accident Book.
- 4.1.8 At all times set a personal example in health and safety awareness by wearing the correct PPE and by working according to good practice and SSOW.
- 4.1.9 If the Company is acting as Principal or Sole Contractor (whether appointed or not) the Project or Contracts Manager will ensure a suitably detailed Construction Health & Safety Plan is in place before works begin.

5. Duties of Principal Contractor under CDM 2015:

- 5.1 The Principal Contractor must:
 - Plan, manage, monitor and coordinate the entire construction phase
 - Take account of the health and safety risks to everyone affected by the work (including members of the public), in planning and managing the measures needed to control them;
 - Liaise with the client and principal designer for the duration of the project to ensure that all risks are effectively managed;
 - Prepare a written Construction Phase Plan (CPP) before the construction phase begins, implement, and then regularly review and revise it to make sure it remains fit for purpose;
 - Have ongoing arrangements in place for managing health and safety throughout the construction phase;
 - Consult and engage with workers about their health, safety and welfare;
 - Ensure suitable welfare facilities are provided from the start and maintained throughout the construction phase;
 - Check that anyone they appoint has the skills, knowledge, experience and, where relevant, the organisational capability to carry out their work safely and without risk to health;
 - Ensure all workers have site-specific inductions, and any further information and training they need;
 - Take steps to prevent unauthorised access to the site;
 - Liaise with the Principal Designer to share any information relevant to the planning, management, monitoring and coordination of the pre-construction phase.
- 5.2 When working for a domestic client, the Principal Contractor will normally take on the client duties as well as their own as Principal Contractor. If a domestic client does not appoint a Principal Contractor, the role of the Principal Contractor must be carried out by the contractor in control of the construction phase. Alternatively, the domestic client can ask the Principal Designer to take on the client duties (although this must be confirmed in a written agreement) and the Principal Contractor must work to them as 'client' under CDM 2015.

6. Designated Health & Safety Person's Duties:

- 6.1 To ensure that all the Company Directors, Supervisors and Staff are aware of their individual Health and Safety responsibilities.
- 6.2 To initiate and/or recommend any changes, developments and amendments to the policy as and when necessary.

- 6.3 To inform the Health and Safety Executive of all notifiable accidents. Investigate any accidents or dangerous occurrences and recommend means of preventing re-occurrence.
- 6.4 To arrange appropriate training for all employees.
- 6.5 To create and maintain a health and safety training plan for all employees with the HR Manager;
- 6.6 To ensure that Risk Assessments (including where appropriate, COSHH, Noise, Manual Handling etc.) are carried out as needed.
- 6.7 To ensure follow up action as needed.
- 6.8 To promote an interest and responsible attitude towards Health and Safety matters throughout the Company.

This policy will be reviewed annually or when there is a change in circumstances, in work practices or the introduction of new legislation.

Signed by: Adrian Wright
Position: Chief Executive Officer
Date: 3rd September 2024
Review due by: 2nd September 2025

Signed: