

# *Health and Safety at Work Act 1974*

## **General Statement of Policy**

1. The Institute acknowledges and accepts its legal responsibilities for securing the health, safety and welfare of all its employees, of sub-contractors working on its behalf and all others affected by their activities.
2. It is the Institute's intention to provide safe and healthy working conditions for all its employees  
by:-
  - providing and maintaining safe equipment;
  - providing safe systems of work;
  - providing a safe place of work and safe access and egress;
  - providing a safe working environment;
  - providing adequate and sufficient information, instruction, training and supervision.
3. It is also the intention of the Institute to enlist the support of staff, students and visitors towards achieving the safest possible working conditions and to encourage consultation on all health and safety matters.
4. The Institute will :
  - endeavour to keep up-to-date with current requirements on health and safety matters;
  - observe all relevant statutes, regulations and codes of practice;
  - review problems and hazards both observed by and reported to the Institute;
  - ensure that risk assessments are conducted and acted upon in all relevant matters.
5. The Institute will ensure that all relevant persons are informed and instructed in relation to health and safety procedures and fire precautions.
6. The Institute will ensure through its monitoring and hazard reporting process that health and safety measures are effectively observed within the workplace and where necessary any arrangements are updated and or revised.
7. The Institute accepts its responsibility for the health and safety of other people who may be affected by its activities including clients' employees, other contractors and members of the public. The Institute also accepts responsibility for any affects its activities may have on the environment.

Signed .....Ed

Kessler..... Dr Ed

Kessler MBE Trustee and Founder Director

On behalf of the Woolf Institute Board of Trustees

Dated 30 March 2016

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