

APS POOL CONTRACTING LTD.

CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH POLICY

So far as is reasonably practicable it is the Policy of APS Pool Contracting Ltd. (“the Company”) to plan all its activities in a manner that will protect employees, customers and the general public from the effects of hazardous substances and ensure that adverse effects are avoided or kept to a minimum.

Any material used, or encountered during work, which has the potential for harming health, will be subject to an Assessment carried out under the Control of Substances Hazardous to Health Regulations (COSHH) 2002. Hazardous substances include:-

- Substances used directly in work activities (e.g. adhesives, paints, cleaning agents)
- Substances generated during work activities (e.g. fumes)
- Naturally occurring substances (e.g. grain dust)
- Biological agents (e.g. bacteria and other micro-organisms)

When using such substances we shall:-

- Step 1** Having consulted the material safety data sheet or safety label, assess the risks to health arising from hazardous substances used in or created by your workplace activities.
- Step 2** Decide what precautions are needed. We shall not carry out work which could expose our employees to hazardous substances without first considering the risks and the necessary precautions, and what else we need to do to comply with COSHH.
- Step 3** Prevent or adequately control exposure. We shall prevent our employees being exposed to hazardous substances. Where preventing exposure is not reasonably practicable, then we shall adequately control it.
- Step 4** Ensure that control measures are used and maintained properly and that safety procedures are followed.
- Step 5** Monitor the exposure of employees to hazardous substances, if necessary.
- Step 6** Carry out appropriate health surveillance where our assessment has shown this is necessary or where COSHH sets specific requirements.
- Step 7** Prepare plans and procedures to deal with accidents, incidents and emergencies involving hazardous substances, where necessary.
- Step 8** Ensure employees are properly informed, trained and supervised.

All incidents involving substances hazardous to health must be reported to Management as soon as possible.

THIS POLICY HAS BEEN APPROVED AND AUTHORISED BY:

Name:	C.D. Woodridge
Position:	Director
Signature:	
Date:	8 th March, 2010