


This is the statement of general policy and arrangements for:		Astralsound	
Overall and final responsibility for health and safety is that of:		Tony Lloyd - Owner	
Day-to-day responsibility for ensuring this policy is put into practice is delegated to:		Tony Lloyd - Owner	
STATEMENT OF GENERAL POLICY	RESPONSIBILITY OF: Name/Title	ACTION / ARRANGEMENTS	
To prevent accidents and cases of work-related ill-health and provide adequate control of health and safety risks arising from work activities.	Tony Lloyd - Owner	Workshop and general event risk assessments completed and actions arising out of those assessments implemented (to be reviewed annually, or if work activity changes). Staff and contractors provided with appropriate personal protective equipment.	
To provide adequate training to ensure employees are competent to do their work.	Tony Lloyd - Owner	Staff and contractors provided with relevant working instructions (including instructions on electrical safety, manual handling, and hearing protection).	
To engage and consult with employees on day-to-day health and safety conditions and provide advice and supervision on occupational health.	Tony Lloyd - Owner	Staff and contractors consulted on health and safety matters as they arise.	
To implement emergency procedures – evacuation in case of fire or other significant incident.	Tony Lloyd - Owner	Workshop fire risk assessment completed and actions implemented.	
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances.	Tony Lloyd - Owner	Toilets, washing facilities and drinking water provided. System in place for routine inspection and testing of equipment and for ensuring that action is promptly taken to address any defects. Equipment stored/stacked securely.	
Health and safety poster is displayed:	On workshop wall.		
First-aid box and accident book are located:	On the shelf above and to the left of the workshop door. A separate first-aid box is kept under the passenger seat of the company van.		
Accidents and ill health at work reported under RIDDOR: (Reporting of Injuries, Diseases and Dangerous Occurrences Regs) www.hse.gov.uk/riddor Tel: 0345 300 9923			
Signed (Employer):		Date:	1 May 2023
Subject to review, monitoring and revision by:	Tony Lloyd	Every	12 months, or sooner if work activity changes.