

STRONSAY DEVELOPMENT TRUST

HEALTH & SAFETY POLICY

Our policy is to provide and maintain safe and healthy working conditions and equipment for all our staff and volunteers.

To this end, we will, so far as is reasonably practicable:

- 1 Provide a working environment, equipment and systems of work, which are free from hazard and without risk to health.
- 2 Make arrangements for ensuring safety, and minimise the risk to health in connection with the use, handling, storage and transport of articles and substances. Provide comprehensive information about the risks and necessary precautions.
- 3 Provide such information, instruction, training and supervision as is necessary to ensure the health and safety at work of staff, volunteers and others.
- 4 Ensure that the premises/office(s) under the organisation's control are maintained to an acceptable standard of safety, without risk to health and with adequate access in and out of the premises. Where an office is located within premises of a host organisation ensure that you obtain, read, understand and follow the procedures required by the host organisation.
- 5 Make adequate arrangements for facilities and arrangements for the welfare of employees at work and, if appropriate, health surveillance.
- 6 Provide and maintain arrangements for the emergency evacuation of premises in case of fire or other emergency. Where an *office* is within premises of a host organisation ensure that you obtain, read and understand these arrangements.

Date:
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Signed by:

Position:
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A Company Limited by Guarantee, Registered in Scotland
Company Number SC271553
A Scottish Charity, Charity Number SC038888
Registered Office: Clifton, Whitehall, Stronsay, Orkney KW17 2AR