Health and Safety Policy Statement

Policy Statement
BE Recruitment Ltd is committed to providing and maintaining, as far as reasonably practicable, a safe and healthy working environment for all employees, contractors, visitors, and others affected by our operations. We aim to proactively manage health and safety risks and to foster a culture of continuous improvement in health and safety performance.

Policy Objectives
Our key health and safety objectives are to:

- Control risks arising from our work activities
- Consult with employees on matters affecting their health and safety
- Provide safe working environments, tools, equipment, and systems of work
- Deliver appropriate health and safety training and supervision
- Prevent accidents, work-related injuries, and health issues
- Comply with the Health and Safety at Work etc. Act 1974, the Management of Health and Safety at Work Regulations 1999, and all other relevant health and safety legislation

Responsibilities
BE Recruitment Ltd's Directors are responsible for:

- Implementing and reviewing the health and safety policy
- Ensuring appropriate resources are made available to meet health and safety objectives
- Embedding health and safety responsibilities into operational planning and delivery

Managers are responsible for:

- Promoting a culture that prioritises health and safety at all times
- Taking reasonable steps to prevent workplace injuries, illness, or damage to property
- Ensuring that foreseeable risks are identified, assessed, and controlled
- Monitoring health and safety compliance and supporting continuous improvement

All employees are expected to:

- Take reasonable care of their own health and safety and that of others
- Cooperate fully with the Company on health and safety matters
- Follow all instructions, safety procedures, and training provided
- Report any unsafe conditions, incidents, or near misses without delay

The Company will:

- Ensure employees are aware of their duties under this policy
- Hold regular consultations with employees to gather input and improve safety practices

Systematic Safety Management
To support this policy, BE Recruitment Ltd has implemented a systematic approach to managing health and safety. This includes:

- Hazard identification and risk assessment to determine appropriate control measures
- Clear communication of safety procedures, including roles and responsibilities

- Emergency procedures, including fire evacuation plans, which are regularly reviewed and made accessible to all employees
- Monitoring and audit systems to review compliance and drive continual improvement

We view all relevant health and safety legislation as establishing a minimum standard. Wherever possible, we aim to exceed these requirements through proactive risk management and safety leadership.

Signed Policy Statement
A signed and dated copy of the full Health and Safety Policy Statement, approved by senior management, is displayed in our office or available electronically upon request.

Monitoring and Review
This policy will be reviewed annually or sooner in response to legal or operational changes.

Document Control and Accountability

- Review Date: 26/08/2027
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