

Health and Safety Policy

Health and Safety - Important for Everyone

The safety of the employees, customers and the community we serve is important. The Directors of The Co-operative Group and the Society's Executive recognise their duties under the Health and Safety at Work etc Act, 1974 and all other related legislation. We accept that healthy and safe working conditions are equal to other normal business priorities. We believe that healthy working conditions and high standards of safety and welfare assist the efficiency of the organisation.

All Managers' Responsibilities

Health and safety forms a fundamental part of all Managers' responsibilities. This duty of compliance extends to all line managers, and supervisors.

These include:

Safety is Equal

- giving attention to health and safety that is at least equal to all other priorities

Compliance

- complying with the requirements of the Health and Safety at Work etc Act 1974, all other related legislation, approved Codes of Practice and official recommendations and guidance

Standards

- meeting and striving to exceed any required Group health and safety standards

Management

- determining how safety is managed and allocation of specific duties

Risk Assessment

- working to minimise risk and use of competent advice as appropriate to assess risks

Premises and Equipment

- providing and maintaining premises, plant, equipment and systems of work that are safe, and without risk to health

Handling and Transportation

- making suitable arrangements for the safe use, handling, storage and transportation of any goods and dangerous or hazardous substances

Information, Training and Supervision

- constantly providing adequate information, instruction, training and supervision to ensure the health and safety of colleagues and others

Safe Workplace

- maintaining a safe place of work, safe means of entrance, safe way out and generally provide a healthy working environment.

Protective Clothing and Equipment

- providing personal protective clothing and safety equipment as necessary with instructions for its correct use and care of to ensure personal safety and to ensure its use within the workplace

Consultation

- encouraging joint consultation and participation between management, staff, Trade Unions and appointed Safety Representatives, including where appropriate Safety Committees set up to promote and maintain health and safety at work.
- inviting constructive suggestions from colleagues, preferably in writing including email healthandsafety@co-operative.coop

Protection of our Community

- taking measures to protect and reduce safety risks to members and the public from activities of the Group and to protect of visitors

Approved Contractors

- appointing approved contractors that are carefully selected and comply with our policies, Contractor Code of Practice and all legislative requirements

Review Performance and Resources

- regularly reviewing the Group's health and safety performance, taking, and providing reasonable resources for appropriate action

All Employees' Responsibilities

All employees, at all levels, whether on Society premises, or elsewhere, conducting the Group's business have important health and safety responsibilities.

These include:

Care of Own and Others' Safety

- taking reasonable care of your own health and safety and that of colleagues and anyone else who may be affected by their work

Co-operation

- co-operating fully with management by always working to good safety standards and practices

Reporting Dangerous Situations

- reporting immediately to management any work situation or damage you consider to be a danger to the health, welfare and safety of yourself or others

Copies of this and other Safety Policies

A copy of this document, together with other health and safety information and booklets must be placed on notice boards. The health and safety manual can be found on your intranet pages or on the premises.

Responsible Person for Health and Safety at these Premises

I, the Manager, want to provide a safe workplace and will work to meet these health and safety policy requirements. I will constantly strive to improve health and safety standards and to reduce risks to my colleagues and customers.

Name	Signature
------	-----------

The Executives with responsibility for Group health and safety are:



Peter V Marks Chief Executive



Phillip Willsmer Head of Operational Risk