

Health and Safety Policy

Optimat is committed to ensuring the health, safety and welfare of its employees, and it will, so far as is reasonably practicable, establish procedures and systems necessary to implement this commitment whilst complying with its statutory obligations on health and safety. While Optimat will take all reasonable steps to ensure the health and safety of its employees, health and safety at work is also the responsibility of the employees themselves. It is therefore the duty of each employee to take reasonable care of their own and other people's health, safety and welfare and to report any situation which may pose a serious or imminent threat to the well being of themselves or of any other person.

If an employee is unsure how to perform a certain task or feels it would be dangerous to perform a specific job or use specific equipment, then it is the employee's duty to report this as soon as possible to their line manager.

Optimat will provide and maintain a healthy and safe working environment with the objective of minimising the number of instances of occupational accidents and illnesses. Optimat will pay particular attention to:

- Maintaining the workplace in a safe condition and providing adequate facilities and arrangements for welfare at work.
- Providing a safe means of access to and egress from the workplace.
- The provision and maintenance of equipment and systems of work that are safe.
- Arrangements for ensuring safety to health in connection with the use, handling, storage and transport of articles and substances.
- The provision of such information, instructions, training and supervision as is necessary to ensure the health and safety at work of its employees and other persons.

Optimat recognises that some workers may from time to time be at increased risk of injury or ill-health resulting from work activities. Optimat therefore requires that all employees advise the Managing Director if they become aware of any change in their personal circumstances which could result in their being at increased risk. Optimat also recognises its duty to protect the health and safety of all visitors to Optimat, including contractors and temporary workers, as well as any members of the public who might be affected by Optimat's work operations.

This policy applies, and is communicated, to all staff and personnel working on behalf of the company. It is reviewed on an annual basis.



Deborah Creamer

Managing Director

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