



Health and Safety Policy

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Prepared for the Beef Shorthorn Cattle Society

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Executive Summary

The Health and Safety at Work etc. Act 1974 places the duty on an employer to ensure, as far as is reasonably practicable, the health, safety and welfare of all employees and others who may be affected by its acts or omissions. This includes the provision and maintenance of safe plant, machinery, equipment and safe systems of work.

Although the ultimate responsibility for compliance with the Act rests with employers, every employee also has a responsibility to ensure that no one is harmed as a result of their acts or omissions during the course of their work.

It shall be the duty of every employer to ensure, so far as reasonably practicable, the health, safety and welfare at work of all his employees (Section 2 HASAWA).

It shall be the duty of every employer to conduct his undertaking in such a way as to ensure, so far as reasonably practicable, that persons not his employees who may be affected thereby are not thereby exposed to risks to their health or safety (Section 3 HASAWA).

Compliance with the Health and Safety at Work Act is a legal requirement. As such, an offence, committed under the Act would constitute a criminal offence and could lead to prosecution, resulting in a fine and/or a term of imprisonment.

New legislation means that if the organisation commits an offence which is a material breach in the opinion of the Health & Safety Executive (HSE) inspector, or there is or has been a contravention of health and safety law that requires them to issue notice in writing of that opinion to the duty holder.

In addition to the Health and Safety at Work Act 1974, others apply such as Regulations, Approved Codes of Practice, Guidance Notes and Directives. The Beef Shorthorn Society uses the Health & Safety Executive (HSE) model HSG 65 (see page 4) as a method of ensuring that the work of the organisation is conducted in as safe a manner as is reasonably practicable.

Part 1 | Statements of Intent

Health and Safety Policy Statement

It is our policy to provide and maintain safe and healthy working conditions, equipment and systems of work for all our employees, and others who may be affected by our activities as far as is reasonably practicable.

We will provide such information, instruction, training and supervision that may be needed for the purposes of complying with any requirements to eliminate or reduce the effect of the hazards created by our undertakings.

We are committed to complying with our statutory health and safety responsibilities and all other responsibilities as prescribed in this policy. We recognise that these legal requirements represent the minimum level of achievement and we will strive to ensure that higher standards are reached.

We firmly believe that health and safety objectives are equally as important as other society objectives, and so, each year, we will set health and safety performance targets aimed at achieving the principal objectives of:

- Provide and maintain a safe and healthy working environment including safe access arrangements and suitable welfare facilities
- Provide information, instruction, training and supervision to enable employees to perform their work safely, including drawing the policy to the attention of new starters, contractors or stakeholders.
- Undertake risk assessments, implement the identified control measures and ensure that safe systems of work are applied in relation to all of our activities

The Society is committed to ensuring that the implementation of the health and safety management system is adequately resourced to enable the full implementation of this policy. This commitment includes the provision of sufficient financial resources, management and employee time, training and health and safety advisory support. The society appoints a combination of internal and external specialists to provide competent health and safety advice. Health and safety are responsibilities of society directors and they rank equally with all other indicators of success. However, we expect every employee to be fully committed to ensuring that we meet our core health and safety objectives.

To ensure that every employee understands their responsibility and is able to work safely we will provide the necessary training. Where required, we will seek expert external advice from a competent person(s).

We recognise the importance of good communication and consultation and so all employees will be involved and consulted in the development of those systems required to meet our objectives.

Employees will be required, as a condition of employment, to observe safe working practices and provide full cooperation and support to management in carrying out this policy.

This policy and the health and safety management system will be reviewed annually and updated as necessary; any revisions will be communicated to those affected by the changes.

President | Timothy Riley (President)

Signature:

Date:

Environmental Policy Statement of Intent

We have an obligation to our customers, employees and visitors to protect the environment and human health. We believe that sound environmental management is crucial to our business success. It is also an integral part of our values and helps to define The Beef Shorthorn Society as a responsible company.

In maintaining this commitment, we will adhere to the following goals and guidelines. We seek to:

- Meet or exceed the requirements of relevant laws, regulations and codes of practice regarding responsible stewardship
- Conserve raw materials and non-renewable natural resources by eliminating or reducing waste, by reusing materials and by recycling.
- Continually improve environmental management systems by monitoring environmental performance and by integrating environmental considerations into our business decisions and planning activities
- Cooperate with responsible outside organisations, suppliers and work with customers to improve our collective ability to protect the environment.

Everyone at The Beef Shorthorn Society understands and supports this policy and recognises that it is an integral part of our ongoing efforts.

Employees will be required, as a condition of employment, to observe environmental practices and provide full cooperation and support to management in carrying out this policy.

This policy and the environmental management system will be reviewed annually and updated as necessary; any revisions will be communicated to those affected by the changes.

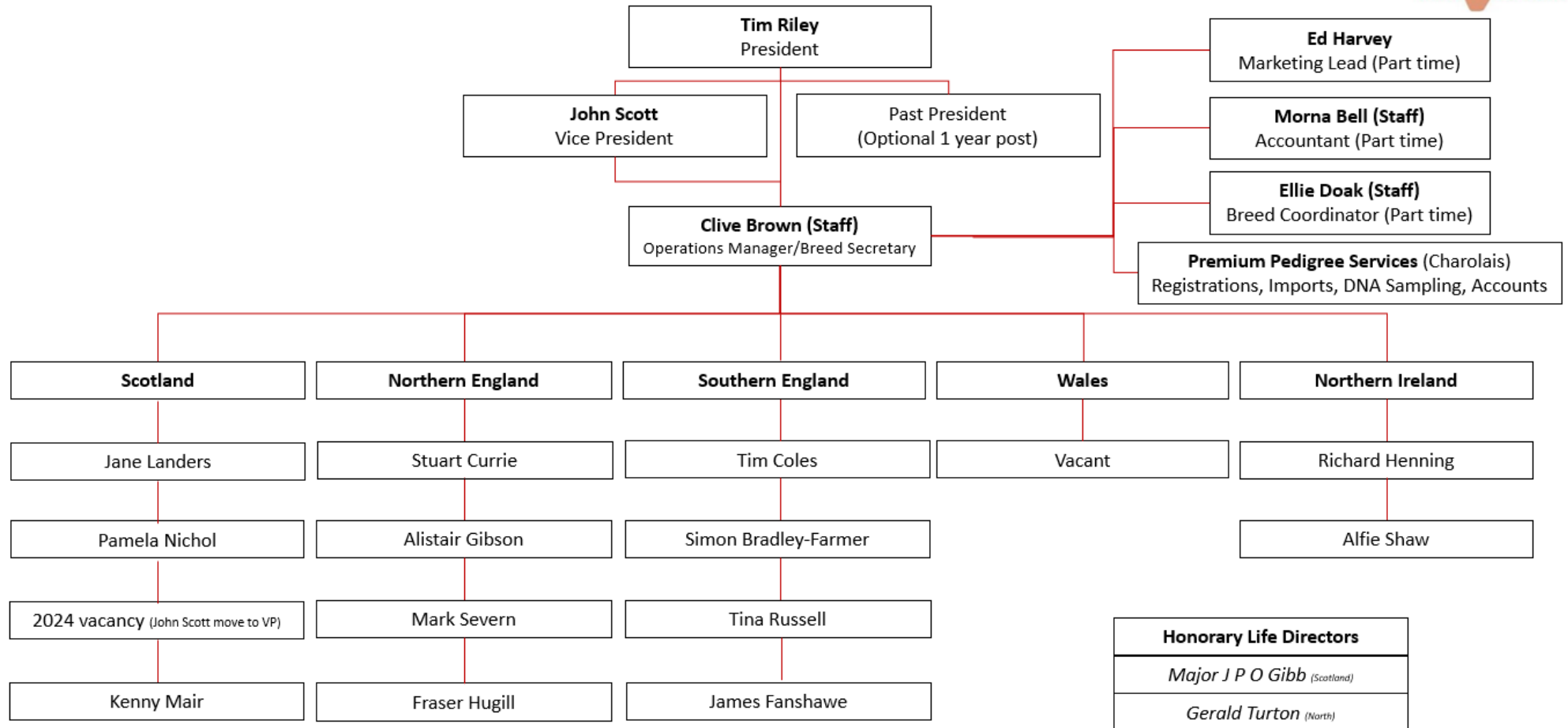
We will ensure that there are arrangements in place to strategic planning, regular review and development of the environmental management system.

President Timothy Riley (President)

Signature:

Date:

Beef Shorthorn Cattle Society Organisation Chart 2023



Part 3 | Responsibilities

Society President

- Ensure that the health and safety policy and any safety procedures are being used, implemented and fulfilled in a timely manner
- Ensure that unsafe actions are stopped, where reasonably practicable, and that safe corrective actions are implemented in a timely manner
- Ensure that hazards are rectified or if they cannot be rectified then these are reported through to the Boards Safety Rep immediately
- Ensure that safety systems and procedures are audited where applicable
- Ensure persons are adequately trained for their role
- Ensure that accident or incident investigations take place for learning outcomes and organisational improvement
- Provide an arbitrator to any dispute on Health and Safety and shall have the final decision, where appropriate, within the confines of any relevant laws etc., in any such dispute.
- To provide a structure and organisation for Safety & Health issues to be dealt with in a timely manner
- Ensure that Managers & Supervisors actively involve themselves in implementation of the Health and Safety Policy and its actions
- Shall take reasonable care of their own health and safety and that of anyone who may be affected by their acts or omissions.

Society Board of Directors

- Demonstrate & provide clear leadership on health and safety matters
- Ensure that safety and health is given the same priority as any other organisational responsibility
- Provide adequate resources for the organisation to comply with essential legislation obligations and internal safety plans as agreed in committee or other official meetings
- Ensure that a Safety Rep is appointed
- Have overall responsibility for Health and Safety within the Organisation and produce clear safety planning for the organisation.
- Delegating the necessary authority to one or more persons within the Organisation for the implementation of the policy.
- Comply with the Directors Responsibilities guidance as issued by the HSE

Society Breed Secretary/Operations Manager

- Demonstrate clear leadership on health and safety matters within their environment.
- Must fully familiarise themselves with the Organisation Safety Policy.
- Must ensure that all employees in his/her section know the whereabouts of the Fire, Emergency and First Aid facilities.
- Must ensure that designated employees in his/her section know the whereabouts of the firefighting equipment, how to use it effectively and the Fire Safety Rules and procedures.
- Must ensure that adequate supervision is available at all times where young or inexperienced workers are concerned.
- Shall, if required, accompany the Safety Officer on inspections and co-operate with them on safety matters.
- Shall ensure that all safety/emergency devices are properly fitted, regularly checked and properly maintained.
- Shall ensure that all safety rules/procedures are observed by staff and temporary workers
- Shall ensure that all employees receive adequate training to allow them to do their job safely.
- Ensure that all new employees are informed of the Organisation's Safety Policy and Procedures
- Maintain a vehicle operator register, where applicable, and advise where necessary on any training before any person is appointed to the register.
- Stop any unsafe actions and implement safe corrective actions immediately
- Ensure that all work necessary to ensure safety and good health is carried out as soon as possible

- Check the fire equipment in their area and ensure that it is serviced/inspected regularly by the Organisation's nominated Fire Personnel.
- Rectify site hazards within a timely manner, or if they cannot rectify then report site hazards to Directors.
- Shall take reasonable care of their own health and safety and that of anyone who may be affected by their acts or omissions.

Health, Safety and Environmental Advisors Responsibilities (where retained)

The Company originally contracted Southwood Events Ltd to provide health and safety advice and develop this policy. Due to unforeseen circumstances any health and safety advice will now be via phil@logicsafety.com

- Ensuring the objectives of the Health and Safety Policy are fully understood and observed by all levels of Management and employees.
- Monitoring the effectiveness of the Health and Safety Policy and procedures and ensuring that any necessary changes are made and maintained in line with development.
- Ensuring that adequate communication channels are maintained so that information concerning Health and Safety matters which may affect any employee is communicated to them and any matter concerning Health and Safety raised by any employee is directed to the appropriate member of management, necessary action will then be taken.
- Ensuring that the company's senior management team is advised of any subject, object or item deemed to be unsafe or any breach of company / statutory regulations / requirement which cannot be effectively remedied.
- Ensuring that new employees or representatives are advised as to the nature of the company best practices, safe systems of work and work rules. This is to ensure they can behave safely whilst on company business.
- Investigating along with supervisors, all accidents or near misses to determine the cause(s) and to ensure action is taken to prevent any recurrence.
- Ensuring adequate stocks of suitable personal protective equipment, are available, issued and worn where ever, necessary. Maintaining registers relating health safety and welfare.
- Liaison with the companies Health and Safety advisors who in turn can liaise with the Health and Safety Executive or other government / independent bodies on matters concerning the Health and Safety of employees.
- Liaison with other departments or sections when necessary in matters concerning the Health safety and welfare of all employees.
- Co-ordinating the company Fire Prevention Policy and liaise with other company Fire Protection Officers, and other similar outside professional bodies.
- Ensuring, so far as is reasonably practicable, the compliance of the company with all relevant Fire prevention and allied precautionary measures.

Employee Responsibilities

- Observing all safety rules at all times and conforming with all safety instructions given by supervision and anyone with responsibility for safety.
- Conforming with the company policy for Health and Safety and employees duties as laid out in the Health and Safety at Work Act.
- Reporting all accidents and near misses to management.
- Co-operating with the safety officer in investigating all accidents and incidents.
- Wearing all issued personal protective clothing and issued personal protective equipment.
- Properly using any safety device involved in their work.
- Not mis-using anything provided in the interests of Health & Safety and Welfare.
- It shall be the duty of every employee at work:
 - a. To take reasonable steps for the Health and Safety of themselves and of other persons who may be affected by their acts of omissions at work.
 - b. To co-operate with the management so far as is necessary to enable that duty or requirement to be performed or complied with.
 - c. To not tamper with equipment provided for health & safety purposes
 - d. To look after and safely store personal protective equipment
 - e. To not use chemicals without there being a suitable assessment and being in receipt of that assessment
 - f. To not use work equipment, whether purchased or hired, without first being suitably trained on the equipment
 - g. To ensure that first aid boxes sited within vehicles are kept tidy and complete
 - h. To undertake user checks and visual inspections on electrical equipment

Contractors Responsibilities

- Shall make themselves familiar with, and conform to, the Health and safety procedures of the organisation at all times.
- Shall take reasonable care of their own health and safety and that of anyone who may be affected by their acts or omissions.
- Shall wear appropriate safety equipment and use appropriate safety equipment and shall not misuse or interfere with anything so provided in the interests of Health and Safety at work.
- Will conform to all instructions given by the Organisation and others, with regards to safety & health, with a responsibility for health and safety.
- Will report all accidents incidents/near miss events, environmental damage and collateral damage to Line Management whether persons are injured or not.
- Rectify site hazards within a timely manner, or if they cannot rectify then report site hazards to Line Management.
- Have a responsibility for ensuring that the Health and Safety policy is followed in spirit and in action
- Will not intentionally or recklessly interfere with or misuse anything provided in the interests of Health, Safety or Welfare.
- If they are a forklift truck or other vehicle driver, to drive vehicles with extreme care at all times and observe all recognised working practices, safety precautions and traffic signs.
- Shall Maintain equipment in accordance with current best practice procedures and are liable for their own safety instruction.
- Shall only work on equipment for which they have previously been trained.
- If a defect is found with the machine, not use the machine until the defect has been made good and the machine safe to use.

Part 4 | Appointed Persons

Welfare

The company will provide essential welfare facilities on site and ensure welfare is provided at events or visits. These will consist of at least toilets, warm running water, an eating/restroom & drying room

First Aid

The following persons have successfully completed the first aid course to become recognised first aiders.

- Ellie Doak
- Tina Russell

The company will ensure that there is at least one first aider along with a basic first aid kit on each task.

Health Safety & Environmental Concerns

The following persons have been appointed to overview and supervise Health safety & Environmental concerns

- Timothy Riley (President)
- Clive Brown
- Tina Russell - Safety Representative

Communication with the Workforce

The company will use face to face meetings, email/video conference communication and safety meetings to communicate health safety and environmental information and awareness