

1. Introduction

Jade designs, develops and manufactures machines, tooling and fabrication solutions for the UK window and door industry. We recognise the importance of providing a healthy and safe working environment for all interested parties and have created the Jade Health & Safety Policy to reflect the intentions and context of the organisation. It provides a framework for the creation of health and safety objectives in addition to our commitment to satisfy regulatory and legislative requirements, as well as our commitment to continually improve the Jade Health & Safety Management System (JHSMS). Health and safety is essential to our working operations, and we will take all reasonable steps to manage risks, prevent accidents, injuries and occupational illnesses.

2. Legal Compliance

We will comply with all relevant health and safety legislation, including the Health and Safety at Work Act 1974, Management of Health and Safety at Work Regulations 1999, the Control Of Substances Hazardous to Health Regulations 2002, and any other local, national or industry specific regulations. We will work with the Health & Safety Executive and consider any actions or improvements that arise relating to health and safety issues relevant to the company.

3. Responsibilities

Management will:

- Ensure compliance with all local, national and industry specific legislation and regulations.
- Provide adequate training, provisions and supervision to ensure health and safety practices within the workplace.
- Create health and safety objectives and key performance indicators which act as measurables of success for JHSMS.
- Conduct risk assessments and implement control measures to minimise risk.
- Investigate and report any incidents, as well as implement corrective and/or preventative actions.

Employees will:

- Follow all health and safety procedures and instructions within the workplace.
- Use Personal Protective Equipment (PPE) when required.
- Take personal responsibility for their own health and safety, as well as the health and safety of their fellow employees and any visitors.
- Must report hazards, near misses and unsafe working conditions immediately.
- Must participate in training and safety briefings.

4. Risk Management

We will identify and assess hazards and risks associated with but not limited to: machinery and equipment, substances hazardous to health, manual handling, fire and electrical safety, noise, dust and ventilation, and slips, trips and falls. Controlled measures will be implemented to eliminate risks so far as reasonably practicable. These risks and any control measures will be reviewed annually for continued effectiveness and relevance to the company.

5. Emergency Procedures

We have created emergency procedures to ensure that in the event of a fire or emergency incident, the premises can be evacuated safely and effectively. We have appointed first aiders and fire marshals to monitor and provide support in the event of an emergency. Clear signages and emergency pathways are maintained.

6. Training And Communication

Upon employment, all employees will receive health and safety induction training, with ongoing training provided depending on specific workplace jobs and hazards. Safety information will be communicated through staff briefings, meetings and noticeboards. Employees are encouraged to contribute towards health and safety improvements.

7. Monitoring & Review

We are committed to continually improving both the literature and physical evidence of the Jade Health & Safety Management System, which is done by conducting internal audits. Results of audits are fed back to senior management and then cascaded to employees and/or employee representatives. The Jade Health & Safety Policy is reviewed annually to ensure its continued suitability and relevance to the company.

8. Approval

This document is approved by senior management and is effective from 01/10/2025. All employees are required to read, understand and comply with the standards set by the Jade Health & Safety Policy.

Authorised by: Sean Mackey (Director)



Authorised by: Gareth Davies (Managing Director)

