



# Work Safe – Policy Statement

## Work Safe Policy Statement

(Refusal to work on the grounds of Health & Safety)

KH Engineering Services Limited does not expect you to work in an unsafe manner to achieve results.

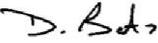
If you can't do it safely – don't do it!

We do not expect you to do work for which, for example:

- you are not competent;
- you do not have the correct equipment;
- there is no safe system of work; or
- you do not have the correct personal protective equipment.

### If you have a safety concern:

- Cease work immediately, move to a position of safety and contact the person in charge immediately, explaining why you have stopped work.
- The person in charge will try to reach an agreement with you that either:
  - the system of work is safe and that the work can be restarted; or
  - work can be restarted using the existing system of work and agreed additional control measures.
- If no agreement is reached, work will not restart and the person in charge will consult their immediate Line or On-Call Manager who will, after suitable investigation:
  - conclude the task is safe and direct a return to work; or
  - amend the safe system of work to everybody's satisfaction and arrange a return to work; or
  - agree the task is unsafe – in this case the work site must be left safe and employees assigned to other work.
- The person in charge must complete a "Work Safe Report" form and record the details of the disputed system of work, the agreements and decisions made about it and the reasons for those decisions. They must give or send a copy to you and to their line manager.
- The line manager will examine the circumstances surrounding the incident to ensure that the concerns raised were valid, any subsequent control measures were appropriate and effective and that any necessary review and revision of risk assessments and safe systems of work is carried out.
- Employees will not be penalised for invoking the Work Safe procedure (refusing to work on grounds of Health and Safety).

Signed: 

Mr. Darren Bates

Date: 25<sup>th</sup> October 2020

Managing Director

The Managing Director shall review and update this policy statement whenever necessary and as a minimum will review its contents annually.