



Whitting Valley Road, Old Whittington, Chesterfield, Derbyshire S41 9EY United Kingdom
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**BRITAINS LEADING DESIGNER AND MANUFACTURER OF
TRANSFORMERS AND WINDINGS**

Health & Safety Policy

Trans-Tronic Ltd considers that Health & Safety is an important part of our business operation.

This policy aims to meet all relevant regulatory requirements and to minimise health and safety effects caused as a result of our business.

We are committed to achieving the objectives of this policy in line with our customer requirements and relevant legislation.

Trans-Tronic Ltd has the following health and safety aims and objectives:-

- Ensure that plant and working practices are safe and offer no risk to health.
- Ensure that all necessary precautions are taken in respect of the safe use, handling, storage and transport of materials and substances.
- Provide such information, instruction, training, and supervision as is necessary to ensure the health and safety of all employees.
- Maintain all places of work, equipment and transport under our control in a safe condition, free from risk to health.
- Build safety into our products.
- Provide adequate facilities for the welfare of employees.
- Safeguard the health and safety of visitors and of any members of the general public who could be affected by our activities.
- Provide all necessary information relating to health and safety in respect of processes, products and services.
- Include health & safety matters as an integral part of our continuous improvement programme.
- Promote awareness of health & safety issues in all areas.

The policy will be periodically reviewed with respect to legal and business developments and revised as necessary.

Day to day Health and Safety matters rest with the Stores Manager.

If you have any concerns regarding Health and Safety please see your Supervisor / Manager in the first instance or post the issue on the Continuous Improvement Board in your area.

If the matter is not resolved then the Stores Manager or any Director can be approached.

Responsibility for the implementation of this policy rests with the Managing Director.

Signed: 
David Goater - Managing Director

Date: 10th December 2019



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Trans-Tronic Health & Safety Responsibilities

Managing Director

The Managing Director has ultimate responsibility for health and safety within the business and is responsible for ensuring that appropriate policies, procedures and systems are implemented and maintained that:

1. Identify and address the risks that are inherent in the business.
2. Ensure legislative compliance as a minimum.
3. Ensures that all employees have the relevant ability and training to carry out their tasks safely.

Management Health and Safety Representative

To ensure the company health and safety program is carried out.

To report to management meeting on all Health & Safety matters.

To ensure that the investigation and evaluation of all health and safety hazards reported are carried out and that appropriate action is taken.

To maintain and update all of the company risk and COSHH assessment records.

Managers

Ensure that all employees working under his/her control have been properly trained and assessed as competent to carry out their allotted tasks safely.

Ensure hazards and risks associated with any activities of their personnel under his/her control are identified and precautions and instructions are adhered to.

Promote development of a positive safety culture and set a personal example by taking a proactive interest in health and safety matters.

Investigate and evaluate all health and safety hazards reported to them and take appropriate action.

First Aiders

To provide essential first aid in an emergency situation where injury/illness occurs.

To control the first aid stock and identify re-order requirements as required.

Report all incidents other than minor cuts to the Management Health and Safety Representative.

Supervisors

Ensure the safety of all persons in their area of responsibility.

Ensure safe working of all plant and equipment within their control.

To train operatives in safe working methods.

To carry out risk assessments for their areas.

To evaluate all health and safety hazards reported to them and take appropriate action.

Maintain a clean and tidy working environment.

Operatives

(includes temporary/agency employees and sub-contractors)

To take care of their own health and safety.

To work in a safe manner and consider the safety of others.

To comply with safety rules and procedures.

Will report any hazardous process, damage to plant or equipment that could affect their safety or the safety of others to their immediate supervisor/manager for action.

Will maintain a clean and tidy work area.