



Health & Safety Policy

Redfern Energy Ltd is dedicated to carrying out our work in the safest possible manner.

Redfern Energy Ltd has implemented an integrated management system in accordance with the principles of ISO 45001:2018 and are dedicated to ensuring the implementation and continual improvement of this system. Our key values are as follows:

- We will maintain a high level of awareness, motivation, and training for all staff to ensure the continual mitigation of any possible accidents or incidents and continual improvement in safety performance and management.
- We will provide the safest possible working environment for all staff to prevent injury or ill health.
- We will provide the best possible work equipment and put processes in place to ensure activities are carried out in the safest way possible.
- At all times, we will fully comply with relevant health and safety legislation.
- Health and safety considerations will be given priority in planning and day-to-day supervision of all company operations.
- We will aim to eliminate hazards and reduce occupational health and safety risks, through continual evaluation and mitigation of the risks involved with our operations.
- We will consult with workers regarding occupational health and safety and involve them with updates to the management system.
- Where possible, we will promote health and safety best practice outside the immediate organisation.

As part of an ongoing process to achieve these aspirations, Redfern Energy Ltd sets objectives and targets that are established and reviewed at regular intervals.

Redfern Energy Ltd recognise that the management of health and safety matters is the prime responsibility of the senior management, who will ensure that there are adequate resources available (both human and financial) to implement this policy.

It is also recognised that this policy can only be successfully implemented with the involvement of all staff. Senior management will therefore actively promote and encourage the cooperation, involvement and participation of all staff and contractors.

This Health & Safety Policy is a live document and will be reviewed on an annual basis at Management Review meetings.

Signed:

Ben Fearn, Managing Director

03/01/2024

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Prepared by:	Neil Clarke	Reviewed by:	Sophie Brown
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1 Introduction

1.1 General Statement

Redfern Energy Ltd recognises and accepts its health and safety responsibilities. The health and safety of all our employees, contractors, visitors, and members of the public are of paramount importance. Senior management has reviewed the health, safety, and environmental legislation to consider their responsibilities and set out the company health and safety policy objectives.

1.2 Company Responsibilities

Redfern Energy Ltd will ensure as far as is reasonably practicable the health, safety, and welfare at work of all employees. It will manage its business in such a way that the health, safety, and welfare of people not employed by Redfern Energy Ltd are considered and ensure that they are not exposed to risks.

This policy document explains what must be done by everyone at Redfern Energy Ltd to achieve our objectives.

The aim is to provide a basis for co-operation between management and employees and is intended to encourage continuous improvement of our health and safety performance.

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2 Health and Safety Responsibilities

2.1 Ben Fearn: Managing Director

Will have primary responsibility for ensuring the health, safety and welfare of all Redfern Energy Ltd employees, associates and everyone affected by their work activities. Responsibilities include:

- Ensure adequate finance and resources are made available to support this policy
- Ensure that a health and safety management system is developed, implemented, communicated, and monitored, with adequate assessment of risk, planning, organisation, control, monitoring and review
- Ensure that all managers are fully aware of their duties with regards to the health, safety and welfare of personnel and others who may be affected by Redfern Energy Ltd.'s operations
- Ensure that all employees receive adequate safety training and information, relevant to their role
- Ensure that there is an adequate number of competent persons to cover all working environments, and that they are sufficiently trained and suitable for their role, i.e. health and safety trained staff, first aiders, fire marshals, etc.
- Ensure that prompt and proper communication is maintained with the HSE and other enforcing authorities on any appropriate matter.
- Lead by example, ensuring health and safety is an integral part of Redfern Energy Ltd management culture and promote a positive attitude to health and safety by demonstrating a commitment to high standards of performance.

2.2 Ben Fearn: Health & Safety Representative

Will act as the competent person to assist the Management in carrying out their duties. Responsible for the provision, review and communication of the health and safety policy and for the provision of safety advice to everybody at Redfern Energy Ltd, to include:

- Create / assist in the compilation of occupational health and safety risk assessments, emergency plans, COSHH assessments and operational procedures / method statements if deemed necessary, and ensure these are communicated to staff
- Assist with the implementation of the health and safety management system
- Advise on the formulation, production, monitoring and review of the Health & Safety Policy
- Carry out regular safety inspections of workplaces and relevant health and safety audits
- Ensure machinery plant and equipment is suitable for the purpose intended and maintained as per relevant regulations
- Inform the Management of Health and Safety legislation and make recommendations for the implementation of such legislation
- Investigate accidents, incidents and near misses, and record information on all Reportable Accidents, Dangerous Occurrences and Enforcement Notices
- Assist the management in any dealings with the enforcing authorities
- Monitor safety standards and review any trends regarding accidents / injury at work, damage or loss of equipment and promote actions to prevent recurrence
- Assess and control sub-contractors and other relevant external organisations
- Attend health and safety meetings in an advisory capacity where required.

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2.3 Managers - Site Based Activity

Are responsible for the day to day management of health and safety matters on their site, ensuring that all appropriate measures are being carried out effectively within their departments, and will:

- Implement the Health & Safety Policy in all functions under their control
- Be conversant with legislation, codes of practice, etc. that are relevant to operations under their control
- When a project, which they have to supervise, is notifiable under the Construction (Design and Management) Regulations 2015 (CDM), prepare a Health and Safety Plan prior to work commencing; the plan will clearly define the responsibilities of site management and will detail how the works will be carried out in accordance with the aims of the Health & Safety Policy
- Where applicable, prepare Risk Assessments and Method Statements for the project and implement control measures
- Monitor compliance with the CDM Health and Safety Plan or agreed method of work, as the project progresses
- Inform persons under their control of the hazards and risks that may impact them
- Encourage and motivate employees by inspiring interest in health and safety and setting a personal example
- Ensure that all accidents, incidents and near misses are reported to the Health & Safety Representatives
- Ensure persons under their control are competent and receive adequate training and supervision relevant to their role and experience
- Supervise visitors and contractors when under their control
- Support members of their team with any issues they raise relating to their health, safety, and wellbeing.

2.4 Employees

Are required to co-operate with the application of this policy and its arrangements and procedures, and will:

- Conform to the Health & Safety Policy
- Observe all safety rules and risk assessments, and carry out work in the way they have been instructed and trained to do so
- Take reasonable care for the health and safety of themselves and others
- Report all observed hazards, unsafe conditions, incidents, or accidents to their manager
- Bring to their manager's attention any shortcomings that increase the risk to health and safety
- Keep their workplace in a safe and tidy condition, ensuring that access ways and doors are not obstructed
- Report and defects in equipment to their manager, and under no circumstances make makeshift repairs
- Use, maintain and store any personal protective equipment supplied to them in the manner they have been advised to do so
- Inform their immediate supervisor if the safety aspect of a job, which they have been asked to carry out, gives cause for concern, or, if they feel that they do not possess the necessary skills or experience to carry out the work in a safe manner.

2.5 Competent Persons

Redfern Energy Ltd have appointed competent persons to carry out specialist health and safety duties alongside their operational roles. The Managing Director is responsible for ensuring that there is an adequate number of competent persons, and that they are sufficiently trained and suitable for their role.

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Considerations include whether the competent person is:

- Capable of working in a calm manner in an emergency
- Normally on-site during working hours
- Aware of the urgency of attending an incident immediately when alerted
- Able to absorb information and communicate well.

Specific duties undertaken by the competent persons are outlined below.

2.5.1 Fire Marshal

Fire Marshals have undergone the appropriate training and accepted additional responsibilities, and:

- Shall be responsible for evacuating the building when the fire alarm is triggered.
- Shall carry out regular recorded checks and tests on fire exit routes, doors, alarms, emergency lighting and extinguishers, and report any issues to senior management immediately.
- Shall carry out fire drills in line with the company procedure and keep a record of these drills.
- Shall promote fire safety within the organisation and report any issues to senior management immediately.

2.5.2 First Aider

First Aiders have undergone the appropriate training and accepted additional responsibilities, and:

- Shall provide immediate assistance to employees suffering from potential injuries or illness.
- Shall administer first aid to employees in accordance with their training when required to do so and request an ambulance or medical assistance if needed.
- Shall record all treatment provided in the Accident Book, including the date, time, and details of the first aid given.
- Shall perform regular checks on first aid kits and ensure that they include all necessary items.
- Shall present themselves for training at the appropriate time.
- First aid kits are located on all work sites as well as in site based company vehicles.
- Specific operatives identified to each site are responsible for the proper use and maintenance of each first aid kit. There will always be at least 1 Appointed Person on site at all times. First aid kits will include eye wash facilities.

2.5.3 Electricity

- Risks from buried cables are covered above in excavation.
- Working near overhead electric power lines will not take place until it has been planned with the Principal Contractor. It will be carried out in accordance with HSE publication GS6. Information will be obtained from the electricity companies on the required separation distances. Where work cannot be avoided goal posts, bunting and barriers will be erected as required, mobile plant will be fitted with height restrictors and or controlled by a banksman.
- All mains electrical tools and site lighting will be 110 volt. All portable electrical equipment will be subject to regular Portable Appliance Testing. Fixed electrical installations will be periodically inspected and tested.
- Electrical work will only be undertaken by qualified electricians.

2.5.4 Manual Handling Operations

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- Where there is a risk of injury manual handling operations will be avoided as far as is reasonably practicable. Normal planning will identify mechanical or assistive devices that can eliminate or reduce the risk.
- It is not possible to avoid all manual handling operations. The variety of locations and tasks involved in our work often makes written manual handling assessments impractical. Site Supervisors and Operatives will therefore be trained in safe lifting techniques and making on the job assessments. These will take into account the task, the load, the working environment and the capability of the individual concerned.
- Where team lifting is required one person will take control and coordinate the lifting task.

2.6 Contractors

All contractors / subcontractors will be expected to comply with this Health and Safety Policy and must ensure that their own Policy is available when requested.

- Contractors must comply with the conditions under which they have been employed, at all times; failure to do so could see them being removed from the workplace.
- All work must be carried out in accordance with the relevant statutory provisions.
- Where deemed necessary and when asked to do so, Contractors must provide their own Risk Assessments and Method Statements to the Management of this Company, prior to work commencing on site. No works will be allowed to commence until such Methods of Work have been agreed.
- All plant or equipment brought onto site by the Contractors must be safe and in good working condition, fitted with the necessary guards and safety devices and with any necessary certificates available for checking (including servicing schedules, statutory inspection, calibration, PAT testing etc.).
- Any injury sustained or damage caused by the Contractors employees must be reported in the first instance to Redfern Energy Ltd.'s project manager or Health & Safety Representative.
- Any material or substance that is brought onto the premises or any operation that is carried out and which is hazardous to health must be accompanied by the relevant COSHH Assessment.
- Contractors are particularly asked to note that workplaces must be kept tidy and all debris, waste material, etc., is cleared as work proceeds.

2.7 Communication

- Effective communication about health and safety, with our workers, suppliers and customers is a key part of our management arrangements. Communication can be through verbal instructions, discussions and training, written Method Statement & Risk Assessments and work procedures, drawings and by the personal example of Management and Project Supervisors.

Important health and safety information will generally be in writing with workers asked to sign a record to say they received and understood it. We aim to keep communication to workers short, relevant and specific to the audience, task and job.

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3 Health and Safety Arrangements

To give effect to the Health & Safety Policy Statement, the following arrangements are in place. They form the basis of how health and safety will be integrated into Redfern Energy Ltd.'s working practices.

3.1 Procedures

Operating and construction procedures that will detail specific health and safety responsibilities, requirements, and actions to comply with legislation will be implemented to support the Redfern Energy Ltd Health and Safety Policy.

Site specific method statements and risk assessments will be written prior to work on a project.

Our health and safety records and documentation are kept in the main office and upon request will be made freely available.

3.2 Risk Management

Redfern Energy Ltd will follow risk assessment procedures to identify hazards and their consequences and determine the most effective way to eliminate or reduce their likelihood and severity.

No activity shall be carried out until a risk assessment has been carried out and the necessary controls are in place to reduce the hazards to as low a risk as is reasonably practicable

3.3 Emergency Procedures

Appropriate emergency procedures will be developed, implemented, and reviewed; employees will be fully trained on these procedures. This will take account of people with special requirements.

A fire risk assessment will be completed for all fixed facilities and a generic assessment made for construction activities. Construction procedures will incorporate fire safety precautions where appropriate.

All workers must work in such a way as to minimise the risk of fire. This involves observing smoking rules, correctly storing and using flammable substances, controlling sources of ignition and avoiding unnecessary accumulation of rubbish and combustible materials.

All fires, smoke, fire hazards and flammable liquid spills must be reported immediately to the Supervisor and Principal Contractor. Operatives should exercise extreme caution in deciding whether to tackle fires and spillages. If in any doubt they should evacuate the area of all persons and call the fire brigade.

3.4 Accident and Incident Reporting

An employee who has concerns about health and safety on site must initially raise these with their manager or the health and safety adviser. They must also advise Redfern Energy Ltd of these issues so they can be dealt with contractually.

Accidents at work must be reported. A record is kept of all accidents, and the circumstances are always investigated to see if any special actions are required on the part of management.

Near miss incidents must also be reported, as these assist in identifying potential problems / trends which may prevent an accident occurring in the future.

Initial investigation will be by the line manager then, dependant on severity, by a more senior manager. The company health and safety adviser will be informed of all serious accidents / incidents and assist the company in investigating these.

All notifiable accidents, incident, diseases, dangerous occurrences and near misses shall be reported, as per the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013.

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3.5 Health and Safety Training

Training is seen as an essential element in the raising of standards of health and safety practice. Redfern Energy Ltd will therefore ensure that all employees and sub-contractors have had or are given adequate training for the tasks they are to perform. A record of each employee's training history will be maintained.

No employee shall undertake any work for Redfern Energy Ltd without taking part in a company induction. In addition, anyone working on a site that is managed by Redfern Energy Ltd must carry out a site induction carried out by a project manager or other suitably trained member of staff.

No employee or sub-contractor will be expected to perform any task unless adequate training has been given, or they are working under the direct supervision of another suitably experience staff member.

In certain instances, the law requires that only competent and trained personnel can operate equipment or perform certain tasks. Examples would be the erection and alteration of scaffold, which must be carried out by or under the supervision of a trained scaffolder. Vehicles, including cars, LGV's, HGV's, forklift trucks etc. will only be operated by drivers with the correct licence.

Safe systems of work will be devised to indicate to all employees and sub-contractors the manner in which certain tasks are to be performed.

3.6 Personal Protective Equipment

All protective clothing or equipment provided for use by Redfern Energy must be worn by all employees and sub-contractors engaged in processes where the method statement determines that PPE is required. Clothing and hair styles at work must be suitable for the wearer's occupation and not likely to cause danger.

Personal Protective Equipment will be inspected and renewed as and when necessary.

If any employee is found to not be wearing PPE when they have been instructed to, this will be investigated and treated as a disciplinary offence.

Hard Hats

These items are subject to a 'shelf life' if treated correctly of 5 years. Many will be replaced before this time limit is reached. Any employee who believes their helmet is approaching its expiry date should contact the company SHE Advisor. This may apply to items of specialist PPE.

3.7 Site Offices and Welfare Facilities

Redfern Energy Ltd will ensure that suitable and sufficient welfare facilities are provided on site. It will be the responsibility of the Site Manager and employees to keep these facilities clean and hygienic at all times. Where the site is managed by others, Redfern Energy Ltd will ensure that suitable facilities are provide for their employees.

All site premises will be kept clean and tidy at all times to minimise the risk of fire and vermin.

3.8 Contractors

Any work carried out on behalf of Redfern Energy Ltd shall only be allowed by contractors who have been vetted by a suitably competent person with a regard to health and safety awareness.

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Contractors will be required to work in accordance with relevant legislation and policies laid down by Redfern Energy Ltd, provide risk assessment, permit to work and health and safety information and reports.

Contractors will be monitored at all times should any health and safety concerns arise appropriate action will be taken and may involve the termination of contracts.

3.9 Legal Obligations

Redfern Energy Ltd recognises the legal obligation placed on it by the Health and Safety at Work Act 1974 and relevant statutory legislation. We maintain a legal register and get regular updates on changes to regulations to ensure this is kept current.

3.10 Construction (Design and Management) Regulations 2015

3.10.1 Principal Contractor Role

A Health and Safety Plan will be prepared for all works for which Redfern Energy Ltd. is Principal Contractor. The Plan will be prepared by the Managing Director with assistance from the Health and Safety Representative. Other members of the management team and other experts will be sought if deemed necessary.

The Site Manager will be responsible on a day to day basis for ensuring compliance with the Plan. This will be verified by during routine safety inspections.

Method Statements / Risk Assessments will be used to supplement the Plan, along with any information which has been supplied by Contractors and which has a bearing on Health and Safety at Work.

3.10.2 Sub-Contractor Role

The appropriate parts of the Construction Phase Health and Safety Plan will be studied, and suitable Method Statements and Risk Assessments prepared for the work to be undertaken. These will be submitted to the Principal Contractor prior to work commencing.

Company staff will attend induction training for the site upon first arrival, wear appropriate PPE and follow and reasonable rules and directions of the Principal Contractor on site. Redfern Energy Ltd will participate in any forum / meeting for communication in relation to a project.

3.11 Monitoring and Audit

Regular audit and inspections will be carried out to ensure the requirements of this policy are being met.

3.12 Distribution and Review

Redfern Energy Ltd safety policy will be brought to the attention of all employees and shall be monitored to ensure efficiency and effectiveness. It will be reviewed annually, and amendments will be made where necessary.

3.11 Control of Substances Hazardous to Health

Redfern Energy Ltd recognises the risks from the use of chemicals whilst at work. A risk assessment will be conducted of all work involving exposure to hazardous substances. The assessment will be based on the manufacturers' and suppliers' health and safety guidance and our own knowledge of the work process.

Assessments will be reviewed periodically, whenever there is a substantial modification to the work process and if there is any reason to suspect that the assessment may no longer be valid.

We will ensure that exposure of workers to hazardous substances is minimised and adequately controlled in all cases.

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All workers who will work with hazardous substances will receive training and information on the health and safety issues relating to the substance and the precautions to be taken.

If identified as necessary in the assessment health surveillance will be carried out and records maintained for the required periods.

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