

Sustainable Crediton's Health and Safety Policy



This is the statement of general policy and arrangements for:

Sustainable Crediton

Overall and final responsibility for health and safety is that of:

Gerald Conyngham

Day-to-day responsibility for ensuring this policy is put into practice is delegated to:

Action Group Leaders

Statement of general policy	Responsibility of (Name / Title)	Action / Arrangements (Customise to meet your own situation)
To prevent accidents and cases of voluntary work-related ill health and provide adequate control of health and safety risks arising from voluntary work activities	Action Group Leaders	Relevant risk assessments completed and actions arising out of those assessments implemented.
To provide adequate training to ensure volunteers are competent to do their work	Action Group Leaders	Volunteer supporters given any necessary support and training, to meet their needs as appropriate.
To implement emergency procedures - evacuation in case of fire or other significant incident.	Event organisers	Understand escape routes from any buildings where our events are held.
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery.	Action Group Leaders	Checks carried out to ensure any equipment used is fit for purpose and safe.

Signed: Sustainable Crediton	<i>G Conyngham</i>	Date:	24/7/2012	
Subject to review, monitoring and revision by:	G Conyngham	Every:	12	months or sooner if work activity changes

Risk assessment for



Organisation name: Sustainable Crediton

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done

It is important you discuss your assessment and proposed actions with volunteers. You should review your risk assessment if you think it might no longer be valid, eg following an accident, or if there are any significant changes to the hazards, such as new equipment or work activities. For further information and to view our example risk assessments go to <http://www.hse.gov.uk/risk/casestudies/> Combined risk assessment and policy template published by the Health and Safety Executive 11/11