



Health and Safety Policy

Section 1 - General Health & Safety Policy Statement

Paramount Platforms will, so far as is reasonably practicable, apply the following health and safety principles:

- We will ensure the health, safety and welfare at work of all our employees, our contractors and others that may be affected by our work.
- We are committed to meeting our responsibilities to provide safe places of work for all our employees, our contractors and others that may be affected by our work.
- We will provide our employees with sufficient information, instruction and training to enable them to carry out their duties in a safe manner.
- We will provide appropriate equipment, tools, operational processes and systems of work to ensure the health and safety of employees.
- We are committed to ensuring compliance with relevant health and safety legislation.
- We require our employees, contractors and visitors to comply with Paramount health and safety policy.
- We expect our employees to take reasonable care for the health and safety of themselves and other persons who may be affected by their acts or omissions.
- We are committed to providing our employees with the facility to enable them to consult with management on matters relating to health and safety.
- We are committed to making adequate resources available to enable us to implement our safety policy.
- We will review this policy and associated procedures six monthly and implement any changes, which may be considered appropriate.

Section 2 - Responsibilities

Responsibilities for implementing this health and safety policy are detailed below:

The following sections identify individual health and safety responsibilities of persons involved in Paramounts' activities. It is essential that all personnel familiarise themselves with and fully comply with their responsibilities.

1 Directors are Responsible for Health and Safety

The Company's Directors have overall responsibility for all matters related to health, safety and welfare and ensuring the implementation and maintenance of the Company's health and safety policy.

The Directors are responsible for the following:

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- Forming and implementing the Paramount health and safety policy.
- Making adequate financial provision for implementing this health and safety policy.
- Allocating sufficient resources to enable the health and safety policy to function effectively, with particular emphasis being given to health and safety training.
- Ensuring that the health and safety performance of the Company is monitored.
- Ensuring, timely review and amending/improving as necessary.
- Being familiar with the broad requirements of health and safety legislation.

2 Health and Safety Responsibilities

- Ensure that Paramount's health and safety policy is implemented and is up to date.
- Ensuring, so far as is reasonably practicable, that employees develop and promote a positive health and safety culture, assisting where appropriate.
- Ensuring that effective means of communication are available to employees so that they can raise health, safety or welfare matters, with management.
- Ensuring the upkeep of fire precautions and ensuring the adequacy of the first aid arrangements, throughout the Company.
- Ensure that the proper procedures are followed for the reporting and recording of all accidents and incidents with hazard potential. Investigate serious accidents and dangerous occurrences, making recommendations to prevent recurrence.
- Know the requirements of relevant health and safety legislation, in particular the Health and Safety at Work Act etc. and regulations relating to Paramount's activities.
- Ensure that risk assessments are carried out for any work processes/tasks where a significant hazard or risk has been identified and that these findings are recorded.
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- Ensure that any notifiable accidents/incidents as defined in the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR) are reported to the relevant enforcing authority.

3 Employees Responsibilities

- Their own Health and Safety and that of others who may be affected by their acts or omissions.
- To co-operate with the Company to enable the Company to comply with their duties under Health and Safety legislation.
- Reporting accidents and significant occurrences deemed potentially hazardous.
- Making themselves familiar and complying with the Company's Health and Safety objectives.
- Following any required safe system of work as detailed in any risk assessment.
- Correct use of any personal protective equipment provided as specified by any risk assessment.
- Reporting any defects in said equipment.
- Not using any piece of plant/equipment/machinery that they are not trained to use.

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- Reporting any faults/defects in plant/equipment/ machinery or hazardous situation immediately.
- Raising any concerns they hold on the subject of Health, Safety and welfare to the Directors.

4 Employees Undertaking Work at Customer Sites

Duties/Obligations are:

- To co-operate with the customer to enable the customer to comply with their duties under Health and Safety legislation.
- To report accidents and significant near misses in line with the policy of the customer. Guidance by Method Statement.
- To familiarise themselves with, and comply with, the customer's Health and Safety policy.
- To raise any concerns on the subject of Health, Safety and welfare with the customer.

5 Identified Risks Especially Relevant to Paramount Platforms' Activities

- ***Loading Vehicles and Trailers.***

Paramounts' product and equipment is typically heavy and, by its nature, mobile. It tends to have a high centre of Gravity (i.e. it's often top heavy) and moving it and especially loading/unloading onto and from its transport, is potentially dangerous. Every member of the company should be aware of, and alert to, this hazard. Specifics, advice and applied lessons of experience will be found in the relevant Risk Assessment. Every member of Paramount is invited to contribute experience and input to make this document as pertinent and topical as it can be.

- ***Lone Working***

Paramount serves customers whose work is frequently in busily congested areas. In consequence and to avoid danger and inconvenience to the public, work is scheduled "out of hours" when few other persons are present. If one is working on his/her own, they should previously have made reference to, and take heed of, the dangers and cautions detailed in the relevant Risk Assessment. Every member is urged to contribute ideas and learning experiences to keep this document as current and as pertinent as possible. Lone workers should always exercise great care and alert awareness and always carry a charged mobile phone in case of emergency.

- ***Driving Policy***

It is Paramount policy to take all necessary steps to safeguard the Health and Safety of employees while involved in tasks that require the use of vehicles.

The use of motor vehicles on company business requires additional Health and Safety measures to protect both employees and third parties. Paramount is committed to implementing and maintaining all reasonable measures to protect the health and safety of those driving on company business.

The Company has a duty to implement safe systems of work for all employees. This requires that adequate procedures be in place to manage driver-related risks. With respect to reducing occupational risks to employees who are required to drive as part of their employment the Company will put procedures in place to ensure:

Journeys are sensibly scheduled.

Unnecessary travel is reduced to the minimum and that sufficient time is allowed for both journey and work activity.

No driver will be penalised for delays due to circumstances beyond their reasonable control or encouraged to extend their working hours in a manner that may increase their own risks of accident or injury or those of other road users.

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The Company recognises the particular importance of guarding against fatigue and stress to safeguard the health and safety of those driving on company business and of other road users and third parties.

Drivers will be required to maintain their driving hours within legal, and within sensible, limits. In addition the Company will take all reasonably practicable measures to develop and maintain a culture of risk awareness in all drivers.

The Company recognises that those driving on company business may face additional occupational risks related to lone working and will take steps to ensure that they can remain in contact with co-workers and others in a manner that allows them to seek assistance when necessary.

To reduce the possibility of accidents caused through inappropriate driving employees should adopt the following principles:

- The Company expects employees to drive safely at all times.
- The Company expects employees to obey speed limits and never to drive faster than road or driving conditions safely allows.
- Remember that the Royal Society of the Prevention of Accidents recommend a driving limit of 350 miles in a single working day. Employees will not be required to drive for excessive hours. An overnight stay may be required.
- All journeys should be planned.
- All work related accidents while driving/using vehicles must be reported.

6 Mobile Phone Policy

In line with current changes to the Highway Code, please note the following statement which can be found on the gov.uk website:

“It’s illegal to hold and use a phone, sat nav, tablet, or any device that can send or receive data, while driving... This means you must not use a device in your hand for any reason, whether online or offline.”

This means, Company employees must not use any electronic hand held device while driving at work or at anytime whilst driving a Company vehicle or any other vehicle on Company business. Text messages must not be opened for reading or sent/replied to, whilst driving.

All employees should pick up messages and reply to urgent ones at least every hour. They should not do this whilst driving. Unless safely parked - it is illegal to hold and use a device that can send/ receive data whilst driving including when stopped or queuing in traffic.

If calling a mobile phone, always ask "Are you safe to talk now?"

7 Sudden Outwork Locations

It is recognised that the nature of Paramount’s business regularly requires sudden and unpredicted attendance at locations determined by “chance event” (e.g. News Coverage, Dangerous [i.e. unstable] Structures and Rescue from Height).

Such unplanned circumstances, require the specialist professional experience, training and care of Paramount’s employees (Driver/Operator/Engineer) to assess and conduct an “on the spot” Risk Assessment prior to consideration of work commencement.

Paramount personnel are never required, and are not authorised, to attempt to undertake un-assessed risks. It is their duty and training to evaluate, and make safe or to avoid all risks to themselves, to customer’s personnel, to General Public and to Paramount, their employer.

All Paramount personnel required to undertake any such assignment will have specific training and instruction to enable their safe conduct. As the “on site” specialist representative of Paramount, their

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judgement must prevail, though specialist input, by phone, will always be available from Paramount's accumulated practical experience.

Every Paramount vehicle will be equipped with, and accompanied by, its operator's vocational qualifications, its current Inspection Certification and ancillaries to allow its safe deployment in acceptable circumstances, e.g. adequate load spreading timbers, cones, barrier tape, fall restraint harnesses sufficient for every cage occupant.

These stated attributes enable an, in effect "rolling risk assessment" and the means to mitigate unfavourable conditions to acceptable or alternatively to reach the considered decision to avoid risk until safe working can be enabled.

8 Conclusion

Paramount is a relatively small undertaking and this "Health and Safety" Policy is a carefully composed document, precisely relevant to our company and its known risk profile. The short and live lines of communication enable tight and considered control of every company activity and our long, industry specific, experience applied through constant "hands on" management, make most risks clearly foreseeable. Diligent care and regular review (6 monthly) and development of this document is intended to ensure the highest degree of Health and Safety observance.



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