

This is the Health, Safety, Fitness & Wellbeing Policy of Railway Drainage Limited (RDL) for 2019-20. It is subject to review at least annually to ensure that it remains appropriate to the business' purpose, the context within which we and all interested parties operate and continues to support our scope of work:

*The provision of rail and non-rail project management, including drainage works, minor track works, supply and operation of plant in possessions on Network Rail controlled infrastructure and private sites.*

This policy ensures continued compliance with the Health & Safety at Work Etc. Act 1974 and relevant legal and regulatory requirements including those of Network Rail. RDL's business processes are aligned with ISO45001 Occupational health & safety management systems.

Continued awareness and understanding of policy is ensured through initial induction, ongoing briefing, regular discussion and display on company noticeboards. This policy is available to outside interested parties on our website and in writing on request.

Business objectives are set and implementation measured to support policies and the business plan, to ensure continual improvement of processes and performance. Responsibility and accountability are disseminated through job descriptions and supplemented with personal objectives, set, measured and reviewed by line managers. Monitoring of the effectiveness of key areas of policy and process are measured on a risk basis by line managers and through internal and external audit. The executive take responsibility for the effective implementation of corrective action.

Operational hazards are risk assessed and managed through the implementation of a hierarchy of controls to improve policy, process and behaviour.

Injury and ill health is prevented through the assessment and control of risk by providing appropriate resources including work environment, welfare facilities, equipment, supervision, information, training and time. Instances of accident, operational incident and close call will be reviewed through our fair culture process to identify potential improvement to policy, process and behaviour.

Specifically, RDL shall implement this health & safety policy by:

- Documenting our health & safety arrangements.
- Providing sufficient resources to ensure the proper provision for health, safety & welfare.
- Carrying-out risk assessment of our activities and implementing effective measures to control any risk.
- Communicating with all employees, subcontractors and clients about their health and safety.
- Providing employees with sufficient information, instruction and training through positive management.
- Providing appropriate tools and equipment to enable individuals to work safely.
- Working with our clients to ensure a safe and healthy work environment.
- Encouraging and promoting safe and best practice.

This will be achieved through:

- Encouraging confidential disclosure of individual's health when starting with the company to identify appropriate opportunities to promote health improvement.
- Tailoring a health surveillance programme for individuals to promote the maintenance and improvement of levels of health.
- Making appropriate external expertise available to individuals for advice.
- Liaising with individuals to design work patterns to support a healthy work/life balance whilst meeting the requirements of the business.
- Supporting individuals to take responsibility for their own health by providing appropriate resources and initiatives.

The executive provide behaviour based leadership (by example) through a positive attitude towards health, safety, fitness and wellbeing and its communication. Safety, health, environmental and quality behaviour will be measured through executive tours, management site visits, informal discussion and formal site checks.

Employees, visitors & contractors are required to co-operate with RDL to implement this policy, correctly use personal protective equipment (PPE) provided and not to intentionally or recklessly interfere with any equipment or process designed with safety in mind.

**Worksafe Interventions**

The executive and management team encourage and support every individual to work safely and recognise everyone's legal duty and moral obligation to remain vigilant and improve safety through raising close-calls. Where there is an immediate threat to themselves or others individuals must challenge the planned system of work and where necessary prevent commencement of or suspend works until risk has been reasonably controlled.

The company operates a fair culture policy which ensures that individuals implementing our worksafe process are supported when needing to challenge a planned system of work or the status quo. The Safety Director will oversee that individuals are worked with professionally and courteously to resolve any perceived issue without fear of blame or reprisal.

Worksafe interventions will be discussed at management meetings (including management review) in order to consider change to policy, process and behaviour.

Signed  Date 8<sup>th</sup> April 2019

**Keith Moore, Managing Director**



Railway Drainage Limited is registered in England & Wales, number 4424915. Registered office: Railway Drainage Limited, The Steadings, Maisemore Court, Maisemore, Gloucestershire GL2 8EY

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