

## **CJ Electrical Contracting Services Ltd - Asbestos Safety Policy Document**

### **General statement**

Our organisation will take all reasonable steps to reduce the risk of damage to health from asbestos. As part of this process we will assess all aspects of our management of asbestos hazards with the aim of reducing risk.

This policy sets out what measures we will take to ensure asbestos does not pose a significant risk to our employees or anyone else who might be affected by our activities. The person who will have overall responsibility for the implementation of this policy is Steve Daley.

### **Risk assessment**

Steve Daley has been nominated as the person who will oversee the carrying out of asbestos risk assessments in our workplace. This person has undergone training in asbestos risk assessment techniques. Where necessary she/he will appoint additional competent persons to assist in carrying out of risk assessments.

If you undertake tasks where you are likely to be exposed to significant risk of exposure to asbestos, we are committed to consulting you during the risk assessments in order to gain your views. We believe your involvement in the process of assessing risks is vital to managing risks and your co-operation is very important.

Our asbestos risk assessments will be reviewed on a regular basis. Reviews will occur if there is a change in the work we carry out, or some aspect makes our risk assessment invalid. We will retain good and accurate records of all our asbestos risk assessments.

### **Implementing asbestos safety improvements**

Steve Daley has been nominated as the person who has overall responsibility for dealing with risks arising with asbestos safety. We recognise that the process of undertaking risk assessments may require us to implement reasonable improvements. We are committed to doing this. You play an important role in helping to identify problems and are responsible for raising any concerns. If you do this, we will:

- Take all necessary steps to investigate the matter;
- Implement any reasonable and practical improvements that might be required;
- Keep all employees informed of the improvements.

The first aim of our risk assessments will be to avoid or reduce risk of exposure to asbestos with measures that may include:

- Implementing measures to reduce the risk of disturbing asbestos;
- Implementing additional measures to protect from risk of exposure to asbestos when working on or near asbestos containing materials;
- Implementing emergency procedures where asbestos is accidentally disturbed.

### **Emergency evacuation**

Steve Daley has been nominated as the person who will oversee emergency evacuation measures in our organisation. This will include evacuation procedures and the provision, use and testing of alarms, asbestos suppression measures and asbestos fighting equipment.

### **Information and training**

If you are exposed to a risk of exposure to asbestos at work, you will be provided with information and training so that you can carry out your work safely. Steve Daley has been nominated as the person who will oversee the delivery of asbestos safety training in our workplace. This person has undergone training in providing health and safety training. Where necessary she/he will appoint additional competent persons to assist in carrying out training. This training will include:

- What asbestos is and where it is likely to be found;
- Understanding the health risks from asbestos exposure;
- Actions to take if you are likely to encounter or disturb asbestos.

### **Procedures for dealing with problems**

Steve Daley has been nominated as the person who has overall responsibility for dealing with problems arising from asbestos safety at work. All employees share a responsibility for participating in risk reduction exercises, such as risk assessments, and to report any concerns or problems as they arise. If you raise a health and safety matter related to asbestos at work, the company will:

- Take all necessary steps to investigate the matter
- Implement any reasonable and practical improvements that might be required
- Keep all employees informed of the improvements.

**Signed on behalf of** CJ Electrical Contracting Services Ltd



Position: Steve Daley Director  
Next Review Date: 01/11/2020