# Safety, Health and Welfare at Work

Your health and safety whilst at work is important to PPM. Our aim is to ensure that your working environment is free of injuries, ill-health and loss. You are required to co-operate with the management of the clients to whom we introduce you to, to ensure you work safely. You should read their health and safety policy, as you have a responsibility to comply with their company safety policy by:

- Working safely and efficiently with concern for the safety of others.
- Following the company safety arrangements and procedures
- Using work and protective equipment in accordance with instructions
- Not using equipment you are not authorised or trained to use
- Reporting accidents and near miss incidents immediately to your supervisor
- Making sure you know the HSE reporting procedures

You should make yourself aware of your Supervisor, the HSE Policy, HSE Procedures and HSE Contacts for the company whom we introduce you to. If you have any concerns about your own health and safety, you should bring these to the attention of your supervisor.

You should remember that HSE laws apply to you as well as the company. Your supervisor or line manager is responsible for the risk assessment of a task to be undertaken and that the risk and control methods are communicated properly. In turn you need to ensure you are aware of the risks to your health and safety prior to carrying out a task and ensure you follow safe working instructions.

Any protective clothing or equipment provided for you to use due to the nature of the work, is to be used at all appropriate times. Please ensure you are trained in the use of the PPE. Failure to use protective clothing or equipment could be a contravention of your HSE responsibilities and could result in disciplinary action and more importantly injury or ill-health. Any deficiencies to PPE should be reported immediately.

If your work involves work at height, you are to ensure that you read and comply with the companies' requirements. In addition. you should not use any equipment for working at heights unless you have been specifically trained to do so.

You may occasionally come into contact with hazardous substances. Where you are using hazardous substances, you should ensure you are able to use the substances safely and have in place appropriate precautions. You should always safe guard against un-necessary exposure to hazardous substances

Asbestos handling is strictly regulated by the HSE. Management for the removal of asbestos is also strictly regulated. You must ensure against exposure to asbestos and confirm that your supervisor has risk assessed for asbestos.

Asbestos Awareness – Asbestosis and other diseases are caused by asbestos particles being ingested or inhaled. Asbestos is a naturally occurring fibrous material, mined from rocks. It was used to harden or fireproof construction materials. These materials could include boiler, flue and pipe lagging, older ceiling tiles, roofing sheets, floor tiles, staircase and gas cupboard linings,

insulation, fire breaks or cheap construction materials.