

***Health and Safety Training and Competency Policy***

We believe that our success in the management of Health and Safety will be assured by the competence of our staff and operatives on site and that they are our key resource. We will therefore ensure the competence of our staff and operatives by:

1. Identifying the training needs of all employees
2. Developing and maintaining or otherwise procuring training for our staff and operatives appropriate to the needs of our business.
3. Providing adequate training to employees for the tasks required of them in a timely manner.
4. Ensuring that all staff, operatives and subcontractors receive induction training before they are allowed to work on site.
5. Ensuring that operatives receive certificated training where appropriate.
6. Ensuring that employees and subcontractors are given appropriate operational briefings and updates on tasks that involve significant Health and Safety risks.
7. Reviewing and updating training needs by:
  - Appraisals of performance.
  - Workplace inspections.
  - Accident/incident investigation.
8. Ensuring that the minimum requirements of Health and Safety training and skills certification of site personnel are that:
  - All operatives should attend a one-day Health Safety & Environmental Awareness course at least once every three years.
  - All plant operators (whether directly employed or not) of plant which is included in the appropriate scheme for plant operators, should hold the relevant card.
  - All operatives whose skills and competencies are recognised by an industry approved scheme (e.g. CSCS), should hold the relevant card, or be working towards it.
  - All site personnel possess the required skills and Health and Safety training certification, as required by client directives.
9. Directly employing competent operatives. When it is necessary (e.g. due to fluctuating work load), to employ agency labour, this shall be only from prescribed lists of approved agencies.

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