

Southern Air Systems Ltd

Health and Safety Policy

Standards of Health and Safety in the workplace
from Southern Air Systems Ltd Employees, Customers and Suppliers

1. Policy Statement

Southern Air Systems Ltd is fully committed to maintaining high standards of health, safety and welfare for all employees, contractors, visitors, and others who may be affected by our work activities.

We comply with the *Health and Safety at Work etc. Act 1974* and all applicable UK regulations, and we strive to create a working environment where risks are identified, controlled, and continually reviewed.

We expect all employees, managers, suppliers, and subcontractors to always follow safe working practices and to support our aim of preventing workplace injuries, ill health, and unsafe conditions.

2. Scope of Application

This policy applies to:

- All Southern Air Systems Ltd employees (permanent, temporary, agency, and contracted)
- Directors, managers, and supervisors
- Subcontractors, suppliers, and service providers
- Visitors and any third party acting on behalf of the company

All persons within this scope are expected to adhere to this policy and support the organisation in maintaining a safe workplace.

3. Key Responsibilities

Directors & Senior Management

- Provide suitable resources for health and safety management
- Lead by example and review health and safety performance
- Ensure risk assessments, training, and safe systems of work are in place

Managers & Supervisors

- Implement safe working practices and monitor compliance
- Ensure staff receive suitable training and supervision
- Act promptly on reported hazards or unsafe conditions~

Employees

- Take reasonable care of themselves and others
- Follow all safety instructions, training, and control measures
- Report hazards, incidents, or near misses immediately

4. Risk Management & Safe Working Procedures

To maintain safe operations, Southern Air Systems Ltd will:

- Conduct and maintain risk assessments for all relevant tasks
- Implement appropriate control measures and safe systems of work
- Provide suitable Personal Protective Equipment (PPE)
- Ensure safe use, maintenance and inspection of tools, vehicles and equipment
- Maintain procedures for fire safety, first aid, manual handling, lone working, working at height, COSHH, and pressure systems safety
- Provide information, instruction, and training appropriate to each role

These measures are regularly reviewed to ensure they remain effective and up to date.

5. Training & Competence

All employees will receive:

- Health & safety induction training
- Role-specific safety training (e.g. manual handling, electrical awareness, COSHH)
- Refresher training as required
- Access to guidance, safety information and company procedures

Employees are expected to participate fully in training and always apply safe practices.

6. Reporting Hazards, Incidents & Near Misses

All employees must report immediately if they become aware of:

- Unsafe conditions
- Faulty equipment
- Accidents or injuries
- Near miss events
- Health or safety concerns on customer sites

Reports may be made to a supervisor, manager, or any designated safety representative.

Southern Air Systems Ltd will investigate all reports and take corrective action where necessary.

No employee will face any negative treatment for reporting genuine concerns in good faith.

7. Emergency Arrangements

The company maintains procedures for:

- Fire evacuation
- First aid response
- Managing serious incidents
- Contacting emergency services

Employees and visitors must always follow all emergency instructions and signage.

8. Continuous Improvement

Southern Air Systems Ltd monitors its health and safety performance through inspections, audits, and reviews of incidents or near misses. This policy will be reviewed annually, or sooner if significant changes in operations or legislation occur.

Please complete the following questionnaire to confirm you have read and understand this policy and agree with our terms of service. To open, please click or scan the following QR code.



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