

Optima Contracting Ltd specialise in the manufacture, supply and installation of internal glazed partitioning systems and is committed (as set out by regulation) to ensuring the health, safety and welfare of its employees as far as is reasonably practicable to prevent both injury and ill health to any person.

Additionally we accept our responsibilities towards others who may be affected by our activities and will take all necessary steps to ensure that our statutory duties are met at all times.

The successful implementation of this policy requires total commitment from all levels of the organisation. Each individual has a legal obligation to take reasonable care of their own health and safety, and for the safety of other persons who may be affected by their acts or omissions. At no time will Health and Safety be compromised for any other objective.

Every employee and sub-contractor must cooperate with us to ensure all statutory duties are complied with.

It is the duty of all management to ensure that our work activities are designed to take account of health and safety, including the welfare of staff; and that our works are adequately supervised at all times.

As a business we will implement measures to eliminate hazards (where possible) and reduce the associated risks. Clear objectives will be set annually as part of our ISO Management review process which allows us to monitor our performance against our processes and procedures. This gives us the opportunity to strive towards continuous improvement

We will ensure:

- All staff employed in our activities receive the most up to date level of information, instruction, training & supervision, to confirm they are competent to carry out their roles.
- Facilities and arrangements will be available & maintained so that employees and sub contractors are able to work in a safe environment
- All employees are consulted on Health & Safety matters and have the opportunity to provide their feedback via a number of different avenues

This Health & Safety Policy statement will be reviewed at least annually and where necessary, updated to take account of any revised legislation, best practice and / or organisational changes. The revised policy statement will be made available on our internal document management system and externally when requested.

Signed



Sean Dann  
Managing Director  
Dated: 12.05.2025