

 <p><b>UNIVERSITY COLLEGE BIRMINGHAM</b></p> <p>ACCREDITED BY THE UNIVERSITY OF WARWICK</p>	<p>Title:</p> <p style="text-align: center;"><b>General Health &amp; Safety Policy Statement</b></p>	<p>Health &amp; Safety Management Document</p> <p><b>UCB-001A</b></p>
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University College Birmingham is committed to achieving the highest standards of excellence when undertaking its duties and responsibilities regarding its management of Health & Safety in the work place.

The Health and Safety at Work Act (1974) imposes legal duties on all employers and its employees and states: "It shall be the duty of all employers to ensure, so far as is reasonably practicable, the health safety and welfare of all their employees whilst they are at work."

Therefore, our general policy is to ensure, so far as is reasonably practicable, the correct management of health, safety and welfare for the safety and wellbeing of our Employees, Students, Contractors, Visitors and any other persons, or property that may be affected by our work undertakings at University College Birmingham.

More specifically, we, as an employer, will ensure, so far as is reasonably practicable, that:

- all machinery and work equipment is fit and suitable for its intended purpose and is correctly maintained in safe working order;
- safe storage, transportation is provided for all materials and substances, that they are used in accordance with the manufacturer's instructions, and are safely and correctly disposed of;
- the workplace and working environment are maintained in a safe condition with adequate heating, lighting and ventilation, and that suitable welfare facilities are provided and maintained;
- suitable personal protective equipment is provided as required to eliminate or reduce the risk of injury or ill-health where hazards and/or risks cannot be controlled by other means;
- adequate instruction, training and supervision is provided to manage and enforce safe working practices;
- maintain a safe place of work ensuring safe means of access and egress at all times

We will also strive to comply with all current working Health and Safety Executive Approved Codes of Practices' (ACOPs) and Guidance.

We will conduct, record and suitably review risk assessments to manage any identified workplace or work-related possible, or foreseeable, hazards and/or associated risks, including those relating to occupational health and fire safety, in order to determine the necessary measures to eliminate, reduce or suitably control risks to an acceptable level. We will communicate any significant findings and full risk assessments to all persons and areas foreseeably to be affected.

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We will ensure adequate facilities and appropriate arrangements are in place to ensure Health & Safety is maintained during potential emergency situations, such as in the event of a fire or other similar emergency.

We aim to achieve a culture of 'zero tolerance' where unnecessary Health & Safety risks and breaches of safety regulations are identified, thereby underpinning our commitment to preventing injury or cases of occupational ill-health. To support this aim, we will ensure there are active engagement with and the involvement of our employees and, as necessary, others (including our students) in ensuring Health & Safety at work.

It shall be the duty of all employees:

- to take responsible steps for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work;
- to conduct all elements of work within the business in line with University College Birmingham policies;
- and, not to interfere with or misuse anything provided in the interests of health and safety including fire safety.

Employees and others (including Students and Contractors working on our premises), are required to actively support University College Birmingham in fulfilling their Health & Safety obligations and must co-operate as required on all aspects of Health & Safety.

Employees and others will be made aware of this policy statement and our ongoing and determined commitment to ensure its effective implementation.

We will appoint a competent person to provide us with Health & Safety assistance.

We will review and monitor our Health & Safety performance in order to reduce the potential for work-related injuries, cases of occupational ill health or other incidents (such as fires or dangerous occurrences).

We will take all reasonable measures to ensure that this policy statement is effectively implemented, including maintaining a documented Health & Safety Management System.

We will periodically review and, as necessary, revise this policy statement in order to ensure its continuing appropriateness to meet our managerial, operational and legal needs.

This document replaces our previous Health & Safety policy statement, and has immediate effect.



**Professor Michael Harkin**  
**Vice-Chancellor and Principal**

**Dated: 18/06/21**

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