

1 Purpose

The purpose of this health and safety policy is to provide guidance regarding the management of health and safety within UKCEH in order to:

- protect UKCEH people (which includes staff, students and fellows) whilst engaged in UKCEH business; along with other stakeholders, contractors and visitors to UKCEH sites;
- support the achievement of strategic objectives;
- outline specific responsibilities and arrangements for health and safety
- promote a positive health and safety culture within UKCEH

2 Scope

This policy applies to both the Commercial and Charitable arms of UKCEH, and all staff, students, fellows, stakeholders working in or for UKCEH. External providers working in or for UKCEH are subject to the relevant aspects of this policy and contractor management procedures will be applied as appropriate.

3 Policy Statement

The UK Centre for Ecology & Hydrology (UKCEH) is committed to providing a safe and healthy working environment for its staff, students, visitors, fellows, contractors, and any other person who is affected by our activities, in the UK or overseas.

We will implement measures to prevent injury or ill-health whilst also striving for continual improvement of safety management and performance. We aim to embed and promote a positive health and safety culture across the organisation through staff consultation and participation, visible leadership and assured compliance with the Health & Safety at Work Act 1974 and other relevant legislation.

At UKCEH, health and safety management is integral to and aligned with the line management of staff and those working at our sites. We seek to maintain a safe and healthy working environment through the implementation of clear processes and robust risk management to a consistent level across all of our activities.

The successful implementation of this policy requires the cooperation and commitment of all UKCEH people, along with our partners, contractors, visitors and other stakeholders.

To achieve this, UKCEH has established a robust and adequately resourced Health and Safety management system certified to OHSAS18001 that:

- i. Complies with all relevant regulatory requirements and legislation
- ii. Clearly assigns and defines roles and responsibilities for health and safety
- iii. Promotes communication and consultation with staff and union appointed safety representatives on matters affecting their health and safety
- iv. Provides a framework for setting and reviewing health and safety objectives
- v. Identifies hazards associated with activities undertaken and ensures that risks are minimised as far as reasonably practicable in advance of exposure
- vi. Ensures competency of all UKCEH people to carry out their roles through the provision of information, training, instruction and supervision
- vii. Nominates suitable competent persons to provide specialist advice and support to management and staff



- viii. Ensures the provision and maintenance of a safe working environment, buildings, equipment, systems, plant and materials for UKCEH people and other stakeholders at UKCEH sites
- ix. Seek to ensure a safe working environment for UKCEH people, undertaking UKCEH business, at other locations across the UK and overseas
- x. Provides suitable occupational health support and, where necessary, health surveillance
- xi. Maintains high standards of health and safety through routine performance monitoring activities such as audit and inspection
- xii. Identifies lessons learned and best practice for continual improvement in performance
- xiii. Makes provision for emergency arrangements

The UKCEH health and safety management system is subject to regular review by our Executive and UKCEH Board. It will be maintained and developed in order to achieve ISO45001 certification and to identify opportunities to continually improve our health & safety performance. Health and safety is a permanent agenda item at management and management/staff meetings at all levels.

Section 4 of this policy document details roles and responsibilities at UKCEH for health and safety management.

Section 5 lists the health and safety procedures and other key documents.

Mark Bailey, Executive Director UKCEH

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