ESTATES and FACILITIES

HEALTH and SAFETY POLICY STATEMENT

Estates and Facilities will establish and implement a Health and Safety Management System to manage the risks associated with our premises and activities. We will:

- Comply with the University of Aberdeen’s Health, Safety and Wellbeing Policy as set out by the Principal and Vice-Chancellor.
- Regularly monitor our performance and revise our Health and Safety Management System as necessary to ensure we achieve our objective of continuous improvement.
- Provide sufficient resources to meet the requirements of current health and safety legislation and aim to achieve the standards of ‘Best Practice’ applicable to our activities.
- Actively promote an open attitude to health and safety issues, encouraging staff to identify and report hazards so that we can all contribute to creating and maintaining a safe working environment.
- Communicate and consult with our staff on all issues affecting their health and safety, in doing so, bring this Policy to their attention, encouraging their participation.
- Provide adequate training for our staff to enable them to work safely and effectively, and to ensure they are competent and confident in the work they carry out.
- Carry out and regularly review risk assessments to identify hazards and existing control measures. We will prioritise, plan and complete any corrective actions required to reduce risks to an acceptable level.
- Maintain our premises and work equipment to a standard that ensures that risks are effectively managed.
- Ensure that responsibilities for health and safety are allocated, understood, monitored and fulfilled. Health and safety is a line management responsibility and individual members of staff are required to take responsibility for the activities under their control.
- Retain access to competent advice and assistance through the support of the Estates Health and Safety Manager, thereby ensuring that we are aware of relevant changes in legislation and ‘Best Practice’.
- Provide health surveillance for staff where appropriate and maintain records.
- Co-operate with all contractors on our sites, including construction sites, to ensure that they are aware of any identified risks to their employees and other people exposed by their activities and that we are aware of any identified risks to our employees from their activities. We must also ensure that they comply with the requirements of the relevant legislation.

It is the duty of all of us when at work:

- To take reasonable care of our own health and safety.
- To take reasonable care of the health and safety of others who may be affected by what we do or fail to do.
- To co-operate with the Estates and Facilities requirements so that we can all comply with our legal responsibilities.
- To ensure that we do not interfere with or misuse anything provided in the interests of health and safety.
- To contact your Line Manager or the Estates Health and Safety Manager with suggestions to improve our current health and safety arrangements.

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Date: - September 2021
Review Date: - September 2022

Director of Estates and Facilities
University of Aberdeen