



ACCIDENT & INCIDENT POLICY

Mane Contract Services recognise our responsibilities under the Management of Health & Safety at Work Regulations 1999 to provide a safe place and systems of work to all employees, visitors and contractors.

We do accept however that there are occasions where incident or loss may not be reasonably foreseeable due to novel or unique circumstances resulting in personal injury, damage to property or a dangerous occurrence. In order to meet circumstances where proactive processes in the pursuance of an ultimately safe workplace have not prevented incident, Mane will:

- Implement the requirements of the Reporting of Incident, Diseases and Dangerous Occurrences Regulations;
- investigate any accidents, incidents, close calls or near-misses which occur on Mane's premises, to include identification of root cause and preventative/corrective action;
- ensure any accidents, incidents, close calls or near-misses which occur on a Client's site are recorded and root cause identified for any preventative/correction action to be implemented, where appropriate;
- provide necessary and suitable PPE which is compatible with other equipment, the user and the task especially those of a safety critical nature;
- provide information, training and advice on the use, storage, cleaning, maintenance, disposal and replacement of PPE provided;
- monitor the continued suitability, use, storage, cleaning, maintenance, disposal and replacement of PPE issued;
- inspect any visitor PPE for suitability and provide temporary replacement if unsuitable;
- ensure all PPE meets the specific requirements of Network Rail and Railway Group Standards; and
- provide replacement PPE as required.

The arrangements in place to implement this policy form part of the company's day to day operational procedures as defined under procedure MQP104 Operational Control and as such are reviewed on a continuous basis. A formal review will take place on an annual basis. Where opportunities for improvement in the management of PPE or safety problems are identified they will be tackled promptly, and with sufficient resources, to ensure that they are dealt with adequately.

The implementation of this policy will be monitored at various levels throughout the company in order to ensure compliance with its objectives.

Signed

A handwritten signature in black ink, appearing to be 'L. Red'.

Position

Managing Director

Date: 1st September 2014