Safety, Health, Environmental and Fire (SHEF)

Policy Statement

January 2015

CE/IMarEST and members of the IMarEST Board of Trustees recognise that they have a duty of care to their staff, visitors, contractors, the public, and the environment. The controls necessary to ensure safety and health, safeguard the environment and prevent fire within IMarEST are the responsibilities of line management. Staff at every level are to receive appropriate training and have at their disposal adequate resources, including competent persons, to discharge their SHEF responsibilities. Line Managers are to foster a culture that will promote continual improvement.
IMarEST will:

- Comply with all relevant legislation;

- Implement arrangements so far as reasonably practicable which will be, as a minimum, complaint with the legislative requirements;

- Set SHEF performance objectives and targets for improvement, ensuring that the requirements are reflected within operating plans at all levels within IMarEST;

- Monitor the effectiveness of the SHEF arrangements and review annually at IMarEST Board of Trustees level;

- Ensure that all relevant staff are made aware of the required procedures and are competent to discharge their responsibilities;

- Ensure that Managers are aware of specific SHEF legislation relevant to their work;

- Ensure staff have access to occupational health services where identified as necessary;

- Ensure that staff and contractors are aware of their responsibilities to:

    o Comply with the requirements of all relevant SHEF procedures;

    o Take reasonable care of their own health, safety and welfare;

    o Take reasonable care of others who may be affected by their acts or omissions at work;

    o Take reasonable care to protect the environment;

    o Report, through line management, any work situation giving rise to serious or immediate danger to individuals or the environment, or any shortcomings in arrangements that may create danger;

- Ensure that SHEF requirements are fully integrated and built into all relevant processes and management systems, supplemented by more detailed arrangements and requirements as appropriate;

- Undertake safety risk assessments for all sites, workplaces and systems (including projects) and prevent or control all hazards that present a significant risk to individuals or the environment, and ensure that they are reviewed by competent personnel;

- Maintain and implement emergency and/or evacuation procedures on all sites and for all activities that could present a significant risk to the health or safety of staff, or to the environment;

- In the acquisition of material and equipment of all kinds, apply SHEF management from the requirement specification and procurement through service to disposal (i.e. from cradle to grave);

- Communicate and co-operate with staff and interested stakeholders (including neighbours).