

FORMAT Q. A. CONSULTANTS LTD

Specialists in non destructive testing



SAFETY POLICY

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SAFETY POLICY

ISSUE NO 1

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STATEMENT OF COMPANY POLICY ON SAFETY

1. GENERAL

It is the policy of the Company that the promotion of Health and Safety at Work is a normal management function. To This end, management will take all reasonable steps to provide a safe and healthy working environment in accordance with current legislation, especially the Health and Safety at work Etc Act 1974, and the special requirements relating to Ionising Radiation.

All employees must contribute towards making and maintaining such an environment, by following instructions and procedures, and by reporting accidents or unsafe practices.

When working on-site employees will follow local Health and Safety policies and rules where these are notified.



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2. SAFETY ORGANIZATION

Mr. B J Justice and Mr. S M Justice are the directors responsible for safety and for ensuring compliance with Company policy, as above, and with current legislation.

Mr. S M Justice is the Company Safety Manager and has special responsibility for safety aspects relating to the maintenance of facilities, plant and equipment, particularly with regard to radiography, including site inspections.

All managers and supervisors are responsible for:

- a) Ensuring that they and their subordinates operate in a safe working manner.
- b) Advising of any hazards, actual or potential

No Safety Representative has been nominated by employees at this time. The Company reserves the right to invite one or more nominations, if felt desirable, after which it would establish a formal Safety Committee.

In the absence of a Safety Representative or a Safety committee, it is the responsibility of all employees to bring to Management's attention all matters relating to safety, especially the reporting of accidents, incidents or unsafe practices.

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3. SPECIFIC ARRANGEMENTS RELATING TO THE SAFETY OF ISOTOPES USED IN RADIOGRAPHY

The Company pays the closest attention to following, the special provisions relating to radiography as set out in the Oil and Chemical Plant Constructors' Association's publication "Radiation Safety for Site Radiography" and in the Health and Safety Executive's Code of Practice "The Protection of Persons against Radiation arising from any Work Activity".

IRAS Ltd have been appointed Radiation Protection Advisor (RPA).

Mr. B J Justice has appointed himself as Senior Radiation Protection Supervisor (RPS).

Detailed procedures exist for:

- site radiography, including safety systems
- personal dosimetry
- environmental monitoring

There are also

- (a) Local rules, covering such matters as:
 - Notification
 - Transportation
 - Equipment
 - Site procedures
 - Precautions

- (b) Contingency Plans, covering such matters as:
 - Accidental exposure
 - Damage to equipment
 - Unshielded, dropped or damaged sources
 - Lost or stolen sources
 - Damage to source containers

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4. OTHER IN-HOUSE ARRANGEMENTS

- (a) The Company seeks to keep the workplace in a safe and clean condition by regular cleaning, maintenance and repair.
- (b) The Company seeks to ensure that dust, fumes and noise are kept under control. Currently no special provisions are necessary.
- (c) The Company seeks to ensure that all plant, machinery and equipment are maintained and used in a safe condition.
- (d) The Company provides free any necessary protective clothing, including boiler suits, hard hats, wet weather clothes, gloves and goggles.
- (e) The Company reports to the appropriate authorities all notifiable injuries, diseases and dangerous occurrences. An Accident Book is maintained by the general office, conforming to the requirements of R.I.D.D.O.R. (Reporting of Injuries, Diseases, and Dangerous Occurrences Regulations).
- (f) The Company seeks to provide safe storage, handling and transport of all materials and equipment, especially dangerous substances.
- (g) The Company seeks to take sensible precautions against fire to provide adequate means of escape and means of fighting fires. There are currently four fire points with extinguishers.
- (h) The Company provides all employees with welfare facilities in the form of a kitchen and a canteen/rest room.
- (i) The Company provides first aid facilities; a first aid box kept and maintained in the General Office and also in the works.
- (j) The Company seeks to communicate to all employees its safety policies and all relevant information about substances, plant and equipment with which they come into contact



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5. OTHER ON-SITE ARRANGEMENTS

- (a) In general, all employees working on site will adhere to the customer's own safety policies and conditions, when so notified.
- (b) However, adherence to the Company's own policies and practices on Radiography (see Section 3) will always be paramount.
- (c) Additionally, Format Q. A. Consultants employees will not be obliged to follow local safety policies, if they consider it unsafe to work – due, for example, to poor access, insufficient scaffolding, inadequate barriers, etc. In such circumstances, work will stop and the matter be reported to Mr. Simon Justice at the Format Q. A. Consultants offices.
- (d) In the event that the customer's own safety policies are not notified, Format Q. A. Consultants employees will work to the Company's own policies.
- (e) Format Q. A. Consultants employees will always use the correct safety wear and protective clothing when working on site. This includes fluorescent jackets when working on Highways, and lifejackets and survival suits when working Offshore.

Signed:.....Date.....

Managing Director
Format Q. A. Consultants Ltd