

## **QUALITY, ENVIRONMENTAL, HEALTH & SAFETY POLICY STATEMENT**

Taylor Hart Limited provides an installation service for specialist ceilings and partitions including drylining, partitioning, suspended ceilings, screed, render, structural stud, plastering, GRG profiles and mouldings and Passive Fire Protection.

It is our policy to provide an efficient service to our customers within agreed timescales, following controlled procedures and a commitment to satisfy applicable requirements to both the ISO Standards and its customers.

Taylor Hart Ltd have established a Quality and Environmental Management System which will systematically document and control the procedures as necessary for the efficient operation of its business and provision of its service to its customers as contained within our Quality and Environmental Manuals and Quality and Environmental Plan in line with the requirements of ISO9001 : 2015 and ISO14001 : 2015.

The Quality, Environmental, Health and Safety Policy provides a framework for setting company objectives.

### **QUALITY**

The aim of our management systems is to provide continual improvement and to ensure that :

- We deliver a quality service to maintain excellent customer relations.
- Our customer's requirements have been fully understood and met and we conform to agreed standards as per the form of contract we have been employed under.
- All work is carried out consistently to a defined standard.
- We provide skills and resources to fulfil customer requirements and monitor customer satisfaction.
- All staff and operatives are fully trained and training is continually provided to ensure awareness and a competent workforce.
- Objectives are set and monitor to ensure these are achieved.
- Ensure all work is carried out consistently to the standards of trade encouraged by our trade association the 'Finishes and Interiors Sector' FIS.
- To continually improve all systems used by the company which impact on increasing quality.

### **ENVIRONMENTAL**

Taylor Hart Ltd willingly accepts its obligations, and will accordingly:

- Abide by environmental legal and other obligations and comply with the standards of ISO14001.
- Use all practicable measures to lessen the environmental impact of the works on the local environment – both above and below ground
- Ensure a commitment to the protection of the environment, Prevent all types of pollution (airborne, waterborne, ground-based and nuisance)
- Promote environmental awareness within the Company, its employees (direct or indirect) and others involved with its undertaking.
- Management of plasterboard waste by using offsite production to reduce and reuse waste produced
- Compliance obligations will be monitored to ensure these obligations are fulfilled

The Company is committed to continual improvement within its procedures and systems in order to assist and care for, not only the needs of customers', but also others affected by the works and to enhance its environmental performance.

The Quality and Environmental Management System and its effectiveness is reviewed at least annually and circulated throughout management (supervisor and above); amendments may be circulated as necessary should changing Company or legislative circumstances dictate. Site performance against the criteria laid down by the Quality and Environmental Manual is continually monitored during the site inspections regularly undertaken by senior management and the Safety, Health, Environmental and Quality Managers (SHEQ).

Taylor Hart's Quality and Environmental Plan and SHEQ Manual outline duties and responsibilities of the Company employees. The Controls for environmental issues is explained in the Environmental Management Plan.

Employees are made aware of their responsibilities to ensure minimal environmental impact from their activities.

## HEALTH & SAFETY

Taylor Hart Limited is committed to preventing injury or ill health in the course of its everyday business to those affected by any associated hazardous processes or hazardous substances. Taylor Hart Limited is also committed to continually improving the management of health & safety through providing sufficient resources to eliminate significant risk and hazards or where elimination of risk is not possible, reduce and control residual risk and hazards.

Taylor Hart are committed to providing safe and healthy working conditions for the prevention of work related injury and ill health. Our systems are specific to the risks and opportunities set out within our management systems.

Taylor Hart Limited is committed to continual improvement and will set specific health & safety objectives and targets which it will achieve through successful health & safety management. Objectives and Targets will be set by Senior Management at the management review and will be reviewed periodically as part of the Quality, Environmental, Health & Safety management system.

It is the policy of Taylor Hart Limited to provide and maintain safe and healthy working conditions, welfare facilities, equipment and systems of work for all employees, and to provide such information, instruction, training and supervision as may be required for the purpose of controlling health & safety risks in the workplace.

Taylor Hart Limited will meet its statutory, legal and other requirements and obligations to its employees and other people who may be affected by its activities as required by relevant legislation.

Taylor Hart Limited will consult and participate with all workers and where relevant, workers' representatives.

The policy, organisation and arrangements will be reviewed and updated, as often as may be appropriate to ensure objectives and continual improvement of the management system is achieved. Any revision will be published by the company and brought to the attention of all employees and sub-contractors. The Health & Safety Policy will be reviewed annually as a minimum.

### Responsibilities.

It is the ultimate responsibility of the Managing Director, Mr Phil Lewis, and management at all levels to ensure that the Quality, Environmental, Health & Safety Management Systems are adhered to and requirements receive adequate consideration and resources, and to set a personal example.

To assist with this undertaking, the day-to-day management of quality and environmental matters is designated to Mrs Dawn Horton, Safety, Health, Environmental and Quality Manager. The day-to-day management of all Health and Safety matters is designated to Mr Michael Thurman, Operations and Safety Manager. Both Managers organise, plan, implement, monitor and review the company's management system.

All employees are expected to fully co-operate with management, nominated consultants and the enforcing agencies to enable the implementation of the Company Quality, Environmental, Health & Safety Policy and legal responsibilities.

All employees and sub-contractors must:

- Take reasonable care of the health & safety of themselves and others at work,
- Cooperate fully with the company to enable its legal obligations are met,
- Follow information, instruction and training given,
- Immediately inform supervisor/manager of any situations where there is inadequate precautions or someone's health and safety is at risk.

Signed.....

**Name:** Phil Lewis  
**Position:** Managing Director  
**Date:** 12 January 2021