

Integrated Health, Safety, Quality and Environmental Policy

Starfish 9 Ltd HSQE Policy - 2025 - Issue 4

(Last Review 31st Jan 2025 - Next Planned Review 31st Jan 2026)

Fire Evacuation Procedure

It is a requirement of your employment with us that you familiarise yourself with the Fire and Evacuation Procedures regardless of where you are located. It is vitally important that you familiarise yourself with the fire exits and/or key evacuation points and fire fighting equipment within our Head Office in New Stevenston and other Company premises. In addition, when visiting clients, you must ensure you are aware of the location of the fire exits and the fire evacuation procedure.

Smoking At Work

In accordance with the law we operate a STRICTLY NO SMOKING (VAPING) POLICY. Our no smoking policy applies to all inside areas and whilst working on site.

If you wish to smoke whilst you are at work, we request that you do so outside and at the designated smoking points.

Integrated Health, Safety, Quality and Environmental Policy

What this policy covers

As a progressive forward looking and responsible organisation our aim is to provide a quality product and service in line with specified customer requirements and pre-determined compliance criteria, while at the same time ensuring compliance with all forms of health, safety and environmental legislation.

While striving to achieve these aims, we, the Management of Starfish 9 Limited, at all times remain committed to the maintenance, application and monitoring of an effective management system based on the widely recognised management standards BS EN ISO 9001, BS EN ISO 14001 and BS 45001 as well as all other industry-specific and customer related standards that may apply to our operations this will be achieved through.

- Provision of a safe workplace for all employees, customers, contractors, suppliers & visitors by eliminating hazards and reducing Occupational Health & Safety risks.
- Prevention of injuries and ill health
- Actions to address Occupational Health and Safety risks and opportunities.
- Improvement of Occupational Health and Safety Management System continually and ensuring that it remains relevant and available to all interested parties.
- Fulfilment of legal and other requirements
- Intergration of Occupational Health and Safety into all workplace activities
- Enforcement of accountability for Health and Safety in the work place

- Review of Occupational Health and Safety performance and improvement requirements regularly
- Provision of adequate budget for Occupational Health and Safety improvements
- Consultation and Participation of workers

We are also committed to the prevention of pollution, the safe and effective mitigation of all manner of risk and the reduction of impact from any significant environmental aspects resulting from our activities, while at the same time promoting the conservation of our natural environment, cultural heritage and the reasonably practicable reduction, re-cycling and re-use of waste.

It is we believe as a result of these commitments, that when correctly communicated and applied, the needs and expectations of our environment, business, employees and customers shall be satisfied.

To further ensure the continuing development of our operations, all Company personnel are encouraged to take an active role in our decision making processes, including wherever possible the future re-design, implementation and application of our management systems. We believe by adopting this policy a positive and pro-active operating culture shall ensue based on the continuing co-operation, understanding and personal development of our workforce.

We recognise that in order to maintain these standards, it will be necessary to develop and maintain a high level of commitment and communication throughout our operations that actively encourages leadership at all levels. We also recognise that in order to realise this commitment and to support our efforts it will be necessary to provide adequate facilities and resource, the level of which shall at all times be commensurate to quantified risk.

Integral to our management systems are pre-determined aims and objectives, the detail and levels of which are closely linked to the achievement of constantly improving performance

The ultimate responsibility for all aspects of health, safety, quality and environmental management is that of the Managing Director. A controlled copy of this policy statement shall be made available on our website.

Name: John Jessimer

Signed: 

Position: Managing Director

Date: 31 January 2025

