

Health & Safety Policy



SECTION A: Introduction

This Health & Safety Policy has been written with the intention of minimising hazards and preventing accidents within the scope of the operation of Libra Audio

Its value depends upon it being read, understood and adhered to by every person working for this company.

All employees and sub contractors must be issued with a copy of this document and sign a declaration that they have read it fully and will comply with the Codes of Practise herein.

Responsibilities

the persons named below are responsible for specific areas of Health & Safety.

- a) The Company Premises including carrying out safety inspections:
- b) Safety Training:
- c) Investigating accidents:
- d) Monitoring on-site Risk Assessment
- e) Monitoring & Maintenance of equipment

Mr. W. Brown

General Policies for All Employees & Sub Contractors

- 1. Method of Work Summary; an overview of the methods and procedures to be employed during that crew call:
- 2. Employees and sub contractors will be made familiar with the Company's Safety Policy.
- 3. All staff to know where First Aid equipment is kept.
- 4. All staff to know where fire-fighting equipment is located and have been trained to use fire extinguishers. Fire Drill to be practised at the unit every 6 months minimum.
- 5. Safety devices are well maintained.
- 6. Safety equipment i.e. hard hats, harnesses etc. must be worn according to the code of practise.
- 7. All staff to be made aware of potential hazards.
- 8. Any persons affected by medicine, drugs or alcohol will not be permitted to work for The Company or use any company equipment.
- 9. All accidents must be reported in the accident book at the earliest opportunity. If on site, please fill in the form as attached.
- 10. All equipment to be properly maintained.
- 11. All relevant signs regarding health & safety to be prominently displayed.
- 12. The Company will undertake a full review of this on a regular basis.

General Statement of Policy on Health & Safety at Work

This policy relates to Libra Audio at Unit 2 Buckhurst Farm, Buckhurst Park, Withyham, Sussex, TN7 4BB, who shall be referred to as 'The Company' herein.

1. The Company will abide by the Health & Safety at Work Act 1974, so far as it is reasonably practical, in order to provide a healthy and safe environment in which to work. This applies to employees, sub contractors and trainees alike.
2. We as a company, also have responsibility under the Acts i.e. Factories Act and Office, Shops & Railways premises Act. We will note how the Acts are set out and endeavour to act in a responsible manner with regard to health& safety matters including regular Risk Assessment and Codes of Practice to cover all areas of our work both in-house and on site.
3. We will endeavour to provide such information and training as required, together with adequate safety equipment as appropriate.
4. We will ensure that all employees and sub contractors have received a copy of our policy and codes of practise.
5. We will review our procedures on a regular basis as set out in our policy, particularly as the business changes in it's nature & size.

All employees and subcontractors have the responsibility to co-operate with managers to achieve a healthy, safe work place and to take responsible care of themselves and others, and to consider the safety of those persons who may be effected buy our activities.

Whenever an employee, supervisor or manager notices a health and safety problem, which they are unable to correct, they should report it at once to the appropriate person responsible on the premises.

Employees and sub contractors must make themselves familiar with this policy and Codes of Practise, and must abide buy them at all times.

General Practise

Where equipment is either 'dry-hired or supplied with Libra Audio crew, all efforts in presenting and protection of equipment should be made. This will include adequate weather covering, staging, platforms, towers, cable trenches and hanging points. Unless supplied by Libra Audio this must be complied with by competent persons to prevent damage to equipment and possibble danger to crew, public and like.

It is the right of Libra Audio to suspend hire or installation if these terms are not met.

Environmental Noise Control

According to the Event Safety Guide (The Purple Book) 2nd edition:-

572 'There is no specific legislation setting noise limits for the audience exposure to noise. However the general requirements of the HSW Act and civil law duties relating to negligence reveal that audiences need to be protected against and informed of the risk of damage to their hearing'

573 The event equivalent continuous sound level (Event Leq) in any part of the audience area should not exceed 107dB (A), and the peak sound pressure level should not exceed 140dB'