



Property | Maintenance | Fire Safety | Electrical

HEALTH AND SAFETY POLICY

Prepared in accordance with the Health and Safety at Work etc. Act 1974

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Document control

Field	Detail	Field	Detail
Document title	Health and Safety Policy	Version	1.0
Issued by	Raheel Deen, Managing Director	Issue date	10.6.26
Policy owner	Raheel Deen	Review date	10.6.27
Applies to	All employees, labour-only subcontractors and visitors of GND Group	Competent advice	[H&S advisor / consultant]

This policy is reviewed at least annually, and immediately following any significant change in legislation, organisation, working practice or after a serious incident. Red text indicates information to be completed before issue.

Part 1: Statement of intent

GND Group recognises that the health, safety and welfare of its employees, subcontractors, clients, residents and members of the public is fundamental to the way it operates. We carry out property, planned and reactive maintenance, passive fire protection and electrical work across Great Britain, and we accept that this work carries real risk if it is not properly managed.

It is the policy of GND Group to comply with the Health and Safety at Work etc. Act 1974, the Management of Health and Safety at Work Regulations 1999, the Construction (Design and Management) Regulations 2015 and all other relevant statutory provisions, and to treat these as the minimum standard rather than the target.

So far as is reasonably practicable, the company will:

- provide and maintain safe systems of work, safe plant and equipment, and a safe working environment;
- assess the risks to employees and to anyone who may be affected by our work, and put in place sensible, proportionate controls;
- provide the information, instruction, training and supervision needed for people to work safely and competently;
- ensure that work is carried out by competent people, and that subcontractors are assessed and managed to the same standard we set for ourselves;
- consult employees on matters affecting their health and safety, and encourage the open reporting of hazards, near misses and incidents without blame;
- provide adequate welfare facilities, personal protective equipment and first aid provision;
- manage the particular risks created by our trades, including work at height, electrical work, gas work, fire and compartmentation work, asbestos, manual handling and hazardous substances;
- review this policy regularly and allocate the resources, time and budget needed to deliver it.

Every employee has a legal duty to take reasonable care of their own health and safety and that of others, to use equipment correctly, and to co-operate with the company on safety matters. Health and safety is a shared responsibility and a condition of working for GND Group.

Overall and final responsibility for health and safety rests with the Managing Director. The day-to-day arrangements are set out in Parts 2 and 3 of this policy.

Raheel Deen	10.6.26
Signed	Date
Raheel Deen	Managing Director, GND Group

Part 2: Organisation and responsibilities

This part sets out who is responsible for health and safety within GND Group. Names should be inserted against each role. Where one person currently holds more than one role, that is acceptable provided they are competent and have the time and authority to carry it out.

Managing Director

The Managing Director, Raheel Deen, holds overall and final responsibility for health and safety across GND Group and both trading companies. They will:

- set the safety culture and lead by example;
- ensure adequate resources, competent advice and time are made available;
- ensure this policy is implemented, monitored and reviewed;
- review accident, incident and audit data and act on the findings.

Health and Safety Manager / responsible person

Day-to-day management of health and safety is delegated to Harry Fodden. They will:

- maintain the risk assessment and method statement (RAMS) library and ensure they are completed for all work;
- manage the competency, training and certification records for staff and subcontractors;
- carry out site inspections and investigate accidents and near misses;
- act as the contact point for the company's competent health and safety advisor.

Competent health and safety advice

In line with regulation 7 of the Management of Health and Safety at Work Regulations 1999, the company obtains competent advice from [external H&S consultant / in-house competent person]. This advisor supports policy, risk assessment, audits and training.

Supervisors and site leads

Supervisors and site leads are responsible for the safe running of work on their sites. They will brief teams on the relevant RAMS, check that controls and PPE are in place, supervise younger or less experienced workers, stop work that is unsafe, and report hazards and incidents promptly.

Employees and operatives

All employees and operatives must take reasonable care of themselves and others, follow safe systems of work and method statements, use the equipment and PPE provided, report defects, hazards, near misses and incidents, and never carry out work they are not trained or authorised to do.

Subcontractors

Subcontractors are required to work to GND Group standards. Before engagement they are assessed for competence, insurance and relevant trade certification. They must provide their

own RAMS where appropriate, hold valid qualifications for the work, and comply with site rules and this policy.

Part 3: Arrangements

This part sets out the practical arrangements for managing the specific risks arising from the company's activities.

Risk assessment and method statements (RAMS)

Suitable and sufficient risk assessments are carried out for all work activities before work begins. Significant findings are recorded, communicated to those carrying out the work, and reviewed when circumstances change. Method statements set out the safe sequence of work for higher-risk tasks. Operatives sign to confirm they have read and understood the RAMS for their task.

Construction (Design and Management) Regulations 2015

On projects to which CDM 2015 applies, GND Group fulfils its duties in the relevant role, whether as contractor or principal contractor. This includes planning, managing and monitoring work, providing site inductions, preparing or contributing to the construction phase plan, and co-operating with the client, principal designer and other contractors.

Fire safety and passive fire protection

Passive fire protection, fire-stopping, compartmentation and fire door work is carried out by trained and, where required, third-party certificated installers. Work is completed to the relevant standard and recorded with photographic close-out and installation registers so that building owners and managing agents hold auditable evidence. Fire risk on our own premises is managed through fire risk assessment, clear escape routes, alarm testing and staff awareness.

Electrical safety

Electrical installation, inspection and testing is carried out only by competent, qualified persons working to BS 7671. Safe isolation procedures are followed before work on any circuit. Portable electrical equipment is visually checked and inspected on a risk basis. Certification is issued and retained for all relevant work.

Gas safety

All gas work is carried out only by Gas Safe registered engineers working within the scope of their registration. Gas appliances and installations are tested, certificated and recorded in line with the Gas Safety (Installation and Use) Regulations 1998.

Work at height

Work at height is avoided where reasonably practicable. Where it cannot be avoided, it is properly planned, supervised and carried out using suitable access equipment such as towers, podiums and MEWPs, with equipment inspected before use. Operatives are trained for the access equipment they use.

Asbestos

Given the age of much of the building stock we work on, the presence of asbestos is assumed unless proven otherwise. The asbestos register or refurbishment and demolition survey is obtained and reviewed before intrusive work. Operatives receive asbestos

awareness training. Any suspected asbestos-containing material is left undisturbed and reported, and licensed work is referred to a licensed contractor.

Hazardous substances (COSHH)

Substances hazardous to health are assessed under the Control of Substances Hazardous to Health Regulations 2002. Assessments are based on safety data sheets, less hazardous alternatives are used where possible, and the necessary control measures, ventilation and PPE are provided.

Manual handling

Manual handling is assessed and, where reasonably practicable, avoided or reduced through the use of mechanical aids and team lifting. Operatives receive manual handling training appropriate to their work.

Personal protective equipment

Where risks cannot be controlled by other means, suitable PPE is provided free of charge, maintained and replaced as needed. The use of required PPE is a condition of working on site.

Lone working

Where employees work alone, the risks are assessed and arrangements such as check-in procedures and means of raising the alarm are put in place. High-risk tasks are not carried out alone.

Welfare facilities

Adequate welfare facilities, including access to drinking water, washing facilities and rest areas, are provided or arranged on every site in line with the work being carried out and its duration.

Information, instruction and training

Training needs are identified for each role and recorded in a training and competency matrix. Records are kept of qualifications, certificates and refresher training. No person carries out work for which they are not trained and competent.

Accident, incident and near miss reporting

All accidents, incidents, near misses and dangerous occurrences are reported and recorded. Reportable events are notified to the relevant authority under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR). Incidents are investigated to identify cause and prevent recurrence.

First aid

First aid provision is assessed for each workplace and site. Trained first aiders or appointed persons and suitably stocked first aid kits are provided in line with that assessment.

Consultation

Employees are consulted on health and safety matters that affect them, including changes to working practice, the introduction of new equipment, and the findings of risk assessments and incident investigations.

Monitoring and review

Health and safety performance is monitored through site inspections, audits, and review of accident and near miss data. This policy and its arrangements are reviewed at least annually and the findings used to drive improvement.

End of policy.