

MCE Group plc (MCE) based in Teesside, with a service facility in Warrington Cheshire, is a company which specialises in:

Service, repair, associated testing both in-house and at customers site. Sale of safety, control, industrial valves and associated equipment. Assemble and testing of new valves.

Risk assessments have been carried out to identify our significant hazards in order to apply safe working systems in order to eliminate / reduce / mitigate hazards and risks. Potential hazards include pressure testing; lifting operations, manual handling, working with hazardous substances, ejection of substances/material, falling objects, use of display screen equipment, stress, working at height, slips, trips and falls. MCE's Integrated Management System has been developed in accordance with ISO 45001 (Safety), ISO 14001 (Environment), ISO 9001 (Quality), UVDB Achilles Verify and EuTech.212 (safety relief valves) requirements.

MCE's management team is committed to the Health, Safety and Welfare of all and to the implementation, maintenance and continual improvement of high standards of safe practices, as outlined in the table below.

<b>General Statement of Policy</b>	<b>Responsibility</b>	<b>Action / Arrangements</b>
Meet all legal, regulatory and other requirements including compliance obligations within its served industries	Paul Hunt, Director Adrian Thompson, Operations Manager Lisa Venter, Finance & Administration Officer	Implementation of the Health and Safety at Work Act including associated Approved Codes of Practice to ensure legislative & statutory requirements are met
Prevent accidents and cases of work-related ill health by managing the health and safety risks in the workplace.	Adrian Thompson, Operations Manager Lisa Venter, Finance & Administration Officer	Risk assessments completed. Actions arising out of those assessments implemented and reviewed when working habits or conditions change

<b>General Statement of Policy</b>	<b>Responsibility</b>	<b>Action / Arrangements</b>
Provide clear instructions and information, and adequate training, to ensure employees are competent to do their work	Adrian Thompson, Operations Manager  Lisa Venter, Finance & Administration Officer  Terry Franks, Quality Engineer	Personnel and sub-contractors are given necessary health and safety induction and provided with appropriate training identified within the individual training matrix. In addition, we ensure that suitable arrangements are in place to cover employees engaged on work at customers premises.
Engage and consult with employees on day-to-day health and safety conditions	Paul Hunt, Director  Adrian Thompson, Operations Manager  Lisa Venter, Finance & Administration Officer  Terry Franks, Quality Engineer	Personnel are routinely consulted on health and safety matters as they arise but also formally consulted at regular safety committee meetings, performance review meetings or sooner if required.
Implement emergency procedures – evacuation in case of fire or another significant incident.	Terry Franks, Quality Engineer	Escape routes are well signed and kept clear at all times. Evacuation plans are tested annually and updated as necessary.
Maintain safe and health working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage / use of hazardous substances to eliminate hazards and reduce risks	Paul Hunt, Director  Adrian Thompson, Operations Manager  Lisa Venter, Finance & Administration Officer  Terry Franks Quality Engineer	Financial resources, toilets, washing facilities and drinking water is provided. A system is in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects.

General Statement of Policy	Responsibility	Action / Arrangements
Regularly reviewing safety performance and initiating continuous improvement through the setting, pursuing and achieving of health and safety objectives and targets	Paul Hunt, Director Adrian Thompson, Operations Manager Lisa Venter, Finance & Administration Officer Terry Franks Quality Engineer	Safety committee meetings, town hall meetings, safety briefings, management reviews, accident and near miss performance, inspections & audits

This policy is reviewed annually or as and when significant changes occur. It is communicated internally via notice boards, email, employee awareness training, staff briefings and externally via the company website as well as upon request.



Paul Hunt  
Director of MCE Group PLC

Signed:

Effective From: 20<sup>th</sup> January 2020