



EAST FIFE SPORTS COUNCIL

Health and Safety Policy

General Policy Statement

The Executive Committee of East Fife Sports Council (EFSC) regard the promotion of health and safety measures as a mutual objective for management, employees and volunteers at all levels.

It is EFSC's policy to do all that is reasonable to prevent personal injury and damage to property and to protect everyone from foreseeable work hazards including volunteers and the public in-so-far-as they come into contact with EFSC.

In particular EFSC has a responsibility to:

- provide and maintain safe and healthy working conditions taking into consideration statutory requirements
- provide information, instruction, training and competent supervision to allow employees and volunteers to work safely and efficiently
- make available all necessary safety devices, appliances, techniques, equipment and to supervise their use in an effective and efficient manner; maintain a constant and continuing commitment to health and safety matters applicable to EFSC's activities, in particular, by consulting and involving employees and volunteers wherever possible.

Employees have a legal duty to co-operate in the compliance of this policy by:

- working safely and efficiently
- using the protective equipment provided
- reporting incidents and accidents that have or may have lead to physical injury or damage to property or stock damage
- adhering to EFSC's policy, procedure and any guidance issued by management, installers, importers and/or manufacturers
- adhering to EFSC's procedures, jointly agreed on their behalf, for securing a safe workplace
- assisting in the investigation of accidents with the objective of preventing a re-occurrence.

EFSC staff and volunteers whose duties require them to work away from home are required to follow, wherever practicable, the EFSC Health and Safety Policy. They must at all times follow the Health and Safety instructions given by the owner/occupier of the premises at which they are working/visiting. Before commencing work they must seek information from the owner/occupier regarding their Health and Safety Policy and actions in the event of an emergency.

A copy of this policy will be provided to all current employees and volunteers and to all new employees/volunteers at the start of their employment.