



EFFC Health & Safety Charter

The EFFC holds the attainment of the highest standard of safety as a key objective. In order to achieve this Members of the Federation have agreed the following.

Key points

The EFFC has identified a series of key points, which support its objective of improving the safety performance across the whole of the EFFC Membership. These key points must be seen as complementary and additional to the EFFC Code of Conduct.

- Occupational accidents, ill health and disability are avoidable.
- Personal injury and impairment, and damage to the property of third parties must be avoided at all times.
- Hazards which pose a risk to health and safety are unacceptable and shall be reduced to an acceptable level through the application of control measures.
- The management of each member company is responsible for the implementation of the EFFC's health and safety policy in their organisation.
- Continuous and systematic improvement must be an integral part of the health and safety management system within each member company.
- Employees of EFFC member companies must not give unsafe orders and shall refuse to comply with unsafe orders from others.

EFFC Health and Safety Charter

In addition to satisfying legislative requirements, the EFFC and its Member Companies will endeavour to carry out all work activities in a way that:-

- prevents personal injury and ill health;
- prevents any negative impact upon the environment.

Each Company has a responsibility to ensure a safe working environment. Every employee has a direct responsibility in achieving these goals. Good co-operation and continuous commitment are required.

Effective Health and Safety Management

The EFFC Health & Safety Working Group has identified **10 essentials** which have been found to be most effective at a company level for the development and performance of an effective Health and Safety system.

1. Commitment

Managing Directors and Project Managers must be committed to health and safety and provide pro-active management in respect of all health and safety aspects.

Every employee must understand that the company is committed to safe working practices.

2. **Health and Safety System**

The Health & Safety System and its requirements must be clearly explained to everybody in the company.

3. **Adequate on-site safety supervision/ management**

Including:-

- Identification of potential project/ workshop related (specific) health and safety risks
- Action to reduce risks to an acceptable level

4. **Safety co-ordination**

Including:

- Clear identification of safety responsibilities within the organisation
- Individual's understanding their own responsibility for safety

5. **Safety training**

Including:-

- Induction course for all new employees
- Site induction (project related and risk based) at the start of each site and for new workers arriving on site
- Regular training on site relating to specific site safety risks
- Safety items on every agenda

6. **Ensure workers participation and involvement**

- Health and safety work procedures should be clearly stated
- Supervisors should ensure observance and the correct application of the procedures

7. **Manage subcontractors**

Subcontractors must comply with the Employer's safety standards and procedures

8. **Monitoring and analysis**

Including:-

- Investigation of all accidents and serious incidents to understand the cause
- Work procedures and other safety measures (eg PPE, appropriate equipment) put in place to prevent a re-occurrence
- Reporting, monitoring and analysis of near miss' incidents and accidents
- Regular health and safety audits

9. **Employee attitude**

- A safe work attitude must be promoted within the entire workforce.
- A (good) recognition and collective reward system can help.

10. **Systems and Standards:**

Systems should be in place to:

- Manage equipment
- Standardise work procedures
- Standardise instructions and operator manuals
- Standardise and manage maintenance of plant, tool and equipment