

## Remedy Creative Limited: Health and Safety Policy

Remedy Creative recognises that complying with the Health and Safety at Work Act 1974 (and regulations made under it) is a legal requirement, not a matter of choice. Our policy is to exceed the minimum requirements of the law where possible and to do this we will provide sufficient resources to meet this commitment. We will also ensure that systems are maintained, monitored and, where necessary, safety performance improved through consultation within all levels of the business.

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### Remedy Creative will:

- Ensure that the workplace satisfies health, safety and welfare requirements for ventilation, temperature, lighting and staff facilities.
- Ensure that all equipment is suitable for its intended use and is properly maintained and used.
- Ensure that all staff are aware of the fire procedure and regular fire drills are carried out.
- Ensure that all members of staff are aware of the procedure in case of accidents.
- Ensure that all members of staff are aware of and carry out their health and safety responsibilities including those relating to the prohibition of smoking on the premises.
- Prohibit any contractor working on the premises without prior discussion with the Director in charge to negate any risks to employees or visitors.

Remedy Creative considers this matter of such importance, that breach of health and safety procedures by staff constitutes misconduct and will be dealt with as a disciplinary matter.

In return, we expect employees at all levels to co-operate with us on safety matters and take care of their own safety and that of others, whether from within the company or from outside, who may be affected by their actions.

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This Health and Safety Policy is available through our website [www.remedycreative.com](http://www.remedycreative.com) and hard copies are available on request.

Our policy will be reviewed and updated annually.

**Directors, Remedy Creative Limited**

1<sup>st</sup> July 2011