



HEAT COOL PROS

HEALTH & SAFETY POLICY

1. Policy Statement

Heat Cool Pros is committed to providing a safe and healthy working environment for employees, subcontractors, customers, visitors and members of the public who may be affected by our activities.

We recognise our duties under the Health and Safety at Work etc. Act 1974 and all other relevant UK health and safety legislation.

Our objective is to prevent accidents, injuries, ill health, damage to property and environmental harm by maintaining high standards of health and safety throughout all aspects of our operations.

Heat Cool Pros provides domestic and commercial gas engineering, air conditioning, HVAC, ventilation, plumbing and property maintenance services throughout London, Surrey and surrounding areas.

Management is committed to ensuring that health and safety remains a fundamental part of the way we operate and that suitable arrangements are in place to protect everyone affected by our work.

2. Our Health & Safety Objectives

Heat Cool Pros aims to:

- * Provide and maintain safe systems of work.
 - * Prevent accidents, injuries and work-related ill health.
 - * Comply with all relevant legislation and industry standards.
 - * Ensure work is undertaken by competent and suitably qualified persons.
 - * Promote a positive health and safety culture.
 - * Minimise risks to employees, subcontractors, customers and members of the public.
 - * Protect property, equipment and the environment.
 - * Continually review and improve health and safety performance.
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3. Management Responsibilities

Management will:

- * Take overall responsibility for health and safety within the business.
- * Ensure adequate resources are available to implement this policy.
- * Maintain appropriate insurance cover.
- * Ensure suitable risk assessments are completed where required.
- * Ensure employees and subcontractors are competent for the work undertaken.
- * Provide appropriate information, instruction and training.

- * Monitor compliance with this policy.
 - * Review health and safety arrangements regularly.
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4. Responsibilities of Employees and Subcontractors

All persons working on behalf of Heat Cool Pros must:

- * Take reasonable care of their own health and safety and that of others.
 - * Comply with this policy and all site-specific safety requirements.
 - * Use tools, equipment and materials safely.
 - * Wear suitable personal protective equipment where required.
 - * Report hazards, accidents, incidents and near misses immediately.
 - * Not undertake work for which they are not competent or authorised.
 - * Maintain relevant qualifications, registrations and certifications appropriate to their work.
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5. Risk Assessments

Heat Cool Pros will carry out suitable risk assessments where necessary and implement appropriate control measures.

Particular consideration will be given to:

- * Working at height.
- * Gas installations and gas safety work.
- * Refrigerant handling and F-Gas activities.
- * Electrical hazards.
- * Manual handling.
- * Lone working.
- * Commercial plant rooms and mechanical services.
- * Use of ladders, towers and access equipment.
- * Use of power tools and specialist equipment.

Risk assessments will be reviewed periodically and whenever work activities significantly change.

6. Training and Competence

Heat Cool Pros is committed to ensuring all work is undertaken by competent persons.

Where applicable, individuals undertaking work will hold appropriate qualifications, training and registrations relevant to the tasks being performed.

Specialist subcontractors may be appointed where required. All subcontractors must demonstrate competence, maintain suitable insurance cover and comply with relevant legislation and industry standards.

7. Personal Protective Equipment (PPE)

Suitable PPE will be provided and used where required, including:

- * Safety footwear.
- * Protective gloves.
- * Safety glasses and eye protection.
- * Hearing protection.
- * Respiratory protective equipment.
- * High visibility clothing.
- * Suitable workwear.

All PPE must be maintained in good condition and used in accordance with manufacturer guidance.

8. Tools, Equipment and Vehicles

All tools, testing equipment, vehicles and work equipment used by Heat Cool Pros shall be:

- * Suitable for their intended purpose.
- * Properly maintained.
- * Inspected regularly.
- * Used in accordance with manufacturer instructions and industry best practice.

Defective equipment must not be used and must be removed from service immediately.

9. Gas Safety and Refrigerant Handling

Heat Cool Pros is committed to complying with all relevant gas safety and refrigerant regulations.

All gas work shall be carried out in accordance with current legislation, manufacturer instructions and recognised industry standards.

All refrigerants shall be handled, recovered, stored and disposed of in accordance with current F-Gas Regulations and environmental requirements.

10. Environmental Responsibility

Heat Cool Pros aims to minimise environmental impact by:

- * Preventing unnecessary refrigerant emissions.
- * Correctly disposing of waste materials.
- * Recycling materials where reasonably practicable.
- * Using resources responsibly.
- * Complying with environmental legislation and best practice.

11. Customer and Site Responsibilities

Customers are responsible for providing safe and reasonable access to the work area and for informing Heat Cool Pros of any known hazards, risks or site conditions that may affect the health and safety of persons carrying out the work.

Where unsafe conditions are identified, Heat Cool Pros reserves the right to suspend, postpone or stop work until the issue has been resolved.

12. Unsafe Work

No employee, subcontractor or representative of Heat Cool Pros shall be required to undertake work which they reasonably believe presents an unacceptable risk to health, safety, welfare, property or the environment.

Heat Cool Pros reserves the right to refuse, suspend or discontinue any work where safety cannot be maintained to an acceptable standard.

13. Accident Reporting and Emergency Procedures

All accidents, incidents, near misses and dangerous occurrences must be reported as soon as reasonably practicable.

Where necessary:

- * Work will stop immediately.
- * The area will be made safe.
- * Emergency services or relevant authorities will be contacted.
- * Appropriate records will be maintained.
- * Investigations will be undertaken to prevent recurrence.

14. Monitoring and Review

This policy will be reviewed annually or sooner if there are significant changes in legislation, business operations or working practices.

Heat Cool Pros is committed to continuous improvement and maintaining the highest practical standards of health and safety.

Policy Approval

Approved by: **Heat Cool Pros Management**

Gas Safe Register No: 940778

F-Gas Registration No: FGAS3026159

Document Version: 1.0

Review Frequency: Annually