LLUK

Health & Safety Policy

Owner: H&S Lead
Approved by: Managing Director
Effective date: 23/12/2025
Review: Annual

1. Policy Statement

LLUK is committed to providing a safe and healthy working environment for all employees, contractors, and visitors.

We aim to prevent injury and ill health through:

- Hazard identification
- Risk control
- Safe systems of work
- Compliance with all relevant legal requirements

This policy is in line with the Health and Safety at Work etc. Act 1974 and associated regulations.

2. Key Risks & Controls (Textile Manufacturing)

Machinery (sewing, cutting, pressing)

- Machine guarding
- Lockout/tagout procedures
- Operator training
- PUWER inspections

Fire risks (lint, fabrics, pressing)

- Housekeeping and waste control
- Extraction systems
- Fire extinguishers and alarms
- Fire drills and hot-work permits

LLUK

Dust and fibres

- Local exhaust ventilation (LEV) where required
- Cleaning schedules
- Respiratory protection where risk assessed

Chemicals, oils, dyes

- COSHH assessments
- Safety data sheets (SDS) available
- Safe storage and spill control

Ergonomics and manual handling

- Workstation assessments
- Job rotation
- Mechanical aids
- Manual handling training

Noise and heat

- Monitoring and controls
- Breaks and hydration procedures

Sharp tools and needles

- Safety knives
- PPE where required
- Sharps protocols

Electrical safety

- Fixed installation inspections
- PAT testing schedule

First aid and incident reporting

- Trained first aiders
- Accident book
- RIDDOR reporting where required

Contractors and visitors

- Site inductions
- Contractor risk assessments
- Permit systems where required

3. Responsibilities

Directors	• Provide leadership, resources, and oversight • Ensure legal compliance
Managers	• Implement this policy • Maintain safe systems of work • Address hazards and incidents
Employees	• Follow safe working procedures • Use equipment correctly • Report hazards, accidents, and near misses
H&S Representatives	• Support consultation and communication

4. Risk Assessment & Monitoring

- Documented risk assessments for all key activities
- Near-miss and incident reporting
- Root-cause investigations
- Toolbox talks
- Regular workplace inspections
- H&S KPIs monitored by management

5. Training

- H&S induction for all staff
- Job-specific Safe Systems of Work (SSoW)
- Refresher training as required
- Records maintained

6. Consultation

- Safety meetings
- Worker feedback and participation
- Open reporting culture

7. Emergency Preparedness

- Evacuation plans and assembly points
- Fire drills at least annually
- Emergency contact information displayed

8. Documentation

- H&S manual
- Risk assessments
- Inspection logs
- Training records
- Accident and near-miss records