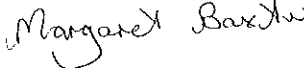

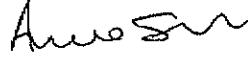


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| Subject | Policy Statement |
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2. It shall be the duty of all **employees** at work to ensure:
- a) That reasonable steps are taken to safeguard the Health & Safety of themselves and of other persons who may be affected by their acts or omissions at work.
 - b) Co-operation with the Board of Management so far as is necessary to ensure compliance with any duty or requirement imposed on the employer, or any other person, under any relevant statutory duties.

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| First approved by the Board of Management | 1994 |
| 18 th Review Approved by the HSER Committee | 16 th March 2022 |
| Next Review Date | March 2023 |
| Chairperson | Name: Margaret Baxter  Signed 01.04.22 Date |
| Convenor of HSEHR Committee | Name: Ewen G Cameron  Signed 01.04.22 Date |
| Acting Chief Executive | Name: Anne Smith  Signed 01.04.22 Date |

A copy of this policy statement will be displayed on the staff notice board in the Staff Room on the attic floor of Ochil House.