

## Health, Safety and Mental Wellbeing Policy

CMC places primary importance on the prevention of injury, physical health and mental wellbeing.

It is our objective to provide and maintain a safe, healthy and sustainable working environment for CMC staff and authorised third party visitors who conduct business at company-controlled premises.

We seek to continually improve our mental wellbeing and health and safety management system as part of our governance processes, ensuring we comply with all relevant legislation, the contractual requirements of our customers and other requirements we subscribe to.

To meet our health, safety and wellbeing commitments we will work towards:

- Providing and maintaining a safe place of work, to include buildings, machinery & other equipment, services and systems of work.
- Ensuring the safe use, handling, storage and transport of articles and substances.
- Ensuring that appropriate safety information, instruction and supervision are provided.
- Providing adequate staff training to ensure employees are competent to carry out their duties.
- Ensuring that appropriate measures are taken to safeguard the health and safety of other parties visiting company-controlled premises.
- Implementing risk assessments, identifying hazards and putting procedures in place to eliminate, or where this is not reasonably practicable, controlling hazards to provide a safe and healthy business working environment.
- Preventing accidents and cases of work-related ill health.
- Ensuring staff are aware of health and safety issues whilst working at non-CMC controlled locations, including lone working arrangements, supporting them to take responsibility for assessing their personal risk and providing management assistance when required.
- Ensuring staff are not subjected to stress, providing a supportive organisational structure and whistle blowing policies so issues and concerns can be reported and acted positively upon.
- Consulting with CMC workers on matters affecting their health, safety and mental wellbeing, encouraging staff to be involved within health and safety assessments, internal audits and the activities of CMC's wellbeing group.
- Reviewing incidents and revising this policy at regular intervals to deliver continuous improvement.
- Regularly refreshing CMC's Mental Health at work commitment and wellbeing action plan templates.

### Roles and Responsibilities:

- All staff and visitors to CMC premises have a duty of care to themselves and to others they work with to ensure a safe working environment is maintained at all times.
- Individuals are requested to inform their Line Manager of incidents, potential incidents, other issues, concerns, or suggestions to support continual improvement and to help avoid accidents.
- Line Managers are required to demonstrate a duty of care towards those they are responsible for, holding regular reviews including consideration of employee wellbeing, calling upon additional resources; Wellness Action Plans and support from the Wellbeing Group and Mental Health First Aiders if agreed upon and required.

Please refer to the [Health and Safety Accident Reporting Procedure](#) for more guidance.

**This policy was reviewed & approved by the CMC Operations Board**

**Date: 06.09.2023**

**Signed by: John Daley, Managing Director**

