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.

First approved by the Board of Management	1994
Review Approved by the HSEHR Committee	March 2024
Next Review Date	March 2025
Chairperson	Name: Margaret Baxter
	Signed Margaret, Baxter (May, 17, 2024, 16:33 GMT+1).
	<sub>Date</sub> May 17, 2024
Convenor of HSEHR Committee	Name: Lynne Brierley
Committee	
	Signed Lynne Brierley (May 20, 2024 10:30 GMT+1)
	<sub>Date</sub> May 20, 2024
Chief Executive	
	Name: Anne Smith
	Signed Apple Smith (May.20, 2024 10:32 GMT+1).
	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.