



Worksafe Policy

If an employee honestly considers that the work activity he/she is being asked to undertake involves an unacceptable risk of injury or damage to equipment he/she has the right to refuse to continue work until the risk is reduced to an acceptable level. The Company's procedure for this action is issued to each employee involved in railway working at induction. Employees raising an honest and reasonable complaint are protected by law from any discrimination or disciplinary action.

The client has an obligation to investigate the complaint and, if justified to take such measures as are necessary to reduce the risk to an acceptable level.

Refusal to work on the grounds of concerns over issues relating to Health & Safety is a key component of the company's Health & Safety policy. In the event of an employee expressing concern over these issues, they will be supported and an investigation carried out to determine if the concerns are well founded. In the event of no substantive evidence of the concerns being justified the complainant will be asked to carry out the task. In the event of the concerns being justified the work will be suspended until a safer method can be found.

Concerns about safety should be raised with your line manager however if you feel that these channels are inappropriate or inadequate you may contact CIRAS, the rail industry's confidential reporting system. All reports are treated in **absolute confidence** and CIRAS is free to anyone working on or around the rail network.

Telephone number Freephone: 0800 4 101 101 or text 07507 285887 or Freepost CIRAS or <http://www.ciras.org.uk/>

Staff are encouraged to report incidents classified as "close calls" by the company so that they may be recorded & briefed separately. The web site www.closecallsystem.co.uk is normally used by principal contractors to report close calls and www.help.closecallsystem.co.uk is available to anyone for assistance.

Signature of person responsible for this policy:-


Managing Director