

	Health, Safety, Quality and Environmental Policy	Issue Number:	Document Reference:
		11	OSL/IMS/POL/001
		Issue Date: July 2020	Author: Jasper Atkinson

OSL are committed to ensuring the effective Health, Safety, Quality and Environmental (HSQE) performance. We are all required to accept responsibility for our actions, to safeguard our own health, safety and working environment and that of our supply chain partners and public who may be affected by our activities.

OSL are committed to providing a safe professional service delivered by competent safety-conscious personnel to fulfil our contractual obligations, exceed customer expectations and ensure health, safety and environmental risks from our activities are identified and effectively managed as part of our journey of continual improvement.

OSL will comply with all relevant legal and regulatory requirements and ensure that health, safety and welfare of its employees and other personnel are protected to a reasonably practicable level. All OSL has an appointed Health, Safety, Quality & Environmental Manager. As part of this Policy we shall:

Health and Safety (H&S)

- Comply with current and applicable standards, legislation and relevant Network Rail Standards
- Provide suitable and sufficient resources to comply with our health, safety, quality and environmental responsibilities, striving for excellence. Key resources are identified on the Company Organisation Chart with aligning job descriptions
- Identify hazards / risk through risk assessment to protect our workforce and contractors, encouraging core team involvement in the risk assessment process
- Maintain compliance with Railway industry Supplier Questionnaire Scheme (RISQS) requirements through both internal and external audit
- Monitor H&S performance through Site Supervision, Surveillance Visits & Senior Tours to ensure continual improvement of our health & safety processes / procedures
- Set SMART objectives with the aim of continual improvement as part of OSL RM3 maturity action plan, the HSQE Manager will monitor action status on a regular basis to monitor performance and discuss details as part of the Management Review Meeting
- Empower OSL personnel to strive to build excellent relationships with local communities and stakeholder partners
- Monitor, manage and prevent instances of occupational ill health through health surveillance questionnaire and consultation with OSLs Occupational Health Provider as required by the Human Resources Department
- Implement a programme of behavioural based safety awareness to support open and honest reporting of accidents / incidents as part of our Just Culture approach
- Ensure all new OSL personnel will attend an induction presentation.
- Encourage personnel innovations, involvement, participation and cooperation through employee feedback process, summary feedback of items raised will be issued by the HSQE Manager as part of OSL's Communication Strategy
- Communicate information regarding health and safety to OSL personnel in accordance with our Communication Strategy
- Provide suitable and sufficient Personal Protective Equipment (PPE) for our tasks / activities and ensure our personnel are suitable trained on correct use

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- Monitor Occupational Road Risk (MORR) for the business associated with our drivers and vehicle fleet
- As part of OSLs zero accident goal, investigate accidents, incidents, near misses, dangerous occurrences and significant close calls with corrective actions implemented as required, this will be conducted by the HSQE Manager in consultation with the Company Directors
- Identify competence requirements for company activities and maintain competences through training management tools and matrices.
- Resource and commit to maintaining appropriate international Occupational Health and Safety accreditations.

Quality

- Arrange and implement a programme of internal audits across the business to review current processes and explore areas of improvement in line with Quality Management Systems (QMS) ISO9001.
- Where a non-conformance is identified, implement measures to rectify in consultation with the relevant department / stakeholders
- Review suppliers and contractors to be appointed / procured by OSL to ascertain quality, competence and performance to ensure services / materials / equipment are of a high standard
- Focus on continual improvement of our product and services for both our internal and external customers through sharing lessons learnt internally and with relevant stakeholders.
- Resource and commit to maintaining appropriate international quality accreditations.
- Produce Project Specific Quality Management Plans for each project when acting in capacity of Principle Contractor, to define specific requirements and deliverables for the project.

Environmental

- Regularly assess environmental aspects and impacts associated with our projects and activities and improve on current controls from lessons learnt
- Identify any potential of pollution from our activities, ensuring these are prevented or effectively controlled.
- Produce Project Specific Environmental and Social Management Plans for each Project when acting in capacity as Principal Contractor, detailing all environmental management arrangements and responsibilities
- Continually reviewing the potential for reduction in energy use and explore energy efficiencies to minimise such use.
- Promote recyclable and renewable materials during design phases
- Employ waste minimisation techniques.
- Provide environmental instruction and information to OSL personnel as required on environmental arrangements
- Monitor emissions such as noise/light/dust from our activities ensuring Best Practical Means (BPM) approaches are adopted

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- As part of our carbon emission reduction through sensible driving techniques, OSL is in the process of gaining the Bronze Level of the Fleet Operator Recognition Scheme (FORS)
- Resource and commit to maintaining appropriate international environmental accreditations.

Our health, safety, quality and environment manager has delegated authority to review and improve our HSQE Integrated Management System as required and as such has responsibility for communicating and supporting the implementation and maintenance of our management system.

We will provide opportunity for OSL employees to provide input to Company processes and procedures through consultation. This Policy shall be communicated throughout the organisation in accordance with OSLs Internal Communications Strategy.

This Policy will be reviewed at least annually or where instigated by changes to legislation, standards, Organisation activities or risks associated with such activities.



Peter Roberts

Operations Director.