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ERA OSH Policy Template for rental companies

A SELECTION OF DIFFERENT FORMULATIONS AS SUPPORTING MATERIAL TO DEFINE A COMPANY INDIVIDUAL OSH POLICY

AN EXAMPLE TEMPLATE FOR A COMPANY OSH POLICY

A. STRUCTURE AND SYSTEMATIC

The structure and systematic of a purpose or vision statement can be derived from requirements and definitions of ISO standards and is a typical starting point for external audits. It is the description of the willingness and the commitment of the company and their top management and must at least cover following areas:

- a. Management commitment by formulating a vision and openly support required initiatives.
- b. The willingness to establish a strategy including quantitative and qualitative targets must be expressed.
- c. Furthermore, anchoring the topic in the organization underlined by a defined steering process.
- d. Integration of the team and all employees to be stated including communication, information flows and required training.
- e. Systematic embedding along relevant and related processes to fully integration in daily routines.
- f. A periodic review and improvement process must be established following the classical “plan-do-act-check” cycle.
- g. Coverage of all related legal aspects and commitment to implement required initiatives must be stated.
- h. Risk management and pro-active engagement reducing work-related negative impacts on employee health and safety.

B. TEXT BUILDING BLOCKS

The following section is listing some example formulations and text modules which can be used by an individual company as a starting point to their individual journey.

A valuation or rating for an individual statement is excluded by purpose due to the fact, that a “one-star” phrase for the one company could be already a “five-star” rating for another. The starting point will be very much rely on the overall “health & safety management” maturity of a company.

The examples listed below can be used as an input for the development of a purpose declaration for a particular company. It needs to be emphasized, that the development of such a declaration is a very individual process, reflecting the company’s values and culture.

1. Policy Statement

- Caring for people – passionate about health and safety
- No one should be injured or made ill at work
- We aim to provide our team members with the safest and healthiest working conditions in all areas of activities and therefore have the vision that no one should be injured or made ill at work.
- We aim to systematically increase the safety and health conditions for our employees.
- Protecting the well-being of every person who interacts with the company.
- We are passionate about creating safe and healthy working
- Caring for people – employee health and safety centric
- [Your Company Name] is committed to ensuring the health, safety, and welfare of our employees and any other persons who may be affected by our operations. Our goal is to provide a safe and healthy work environment and to avoid accidents, injuries, and work-related illnesses.
- We want to provide our employees with the safest possible working conditions in all areas of activity. We focus not only on the risk of injury to our employees, but also on their long-term health, counteracting the various stresses of everyday working life.”

2. Responsibilities

2.1 Management Responsibilities

- Ensure that all health and safety policies are implemented, maintained, and communicated to all employees.
- Provide necessary resources to support and enforce these policies.

- Regularly review and update health and safety policies and procedures.
- We embed OSH in the organization with its start at the leadership and our responsibility to promote “health & safety”, inspire and lead the organization by defining the strategic direction, add this important topic to our daily routines and processes.
- We see “health & safety” as an integrated part of our business, work environment and company culture.
- “Health & Safety” is a vital cornerstone of our sustainability strategy and efforts to generate long-term positive impacts.
- We embed OSH in the organization with its start at the leadership and our responsibility to promote topic, inspire and lead the organization by defining the strategic direction, add the issue to daily routines and incorporate into processes.
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2.2 Employee Responsibilities

- Adhere to all health and safety procedures and policies.
- Report any unsafe conditions or practices to management.
- Participate in safety training and drills
- We engagement of all employees within the overall process is promoted and supported by integration, communication, information, trainings, walk-the-talk.
- Employees at all levels are invited and encouraged to take on “health & safety” leader roles.

3. Risk Assessments

- We systematically identify key areas and risks for our team members and sustainably manage countermeasures.
- Pro-active behavior is in the center to avoid incidents and negative health impacts for our employees.
- Regular risk assessments will be conducted to identify potential hazards.
- Mitigation strategies will be developed and implemented to control identified risks.
- Processes are designed to anticipate and prepare for future risks and pro-actively manage required avoidance initiatives.

4. Training and Awareness

- All employees will receive health and safety training relevant to their roles.
- Ongoing training will be provided to ensure employees are up-to-date with current health and safety standards.

5. Accident Reporting and Investigation

- All accidents and near-misses must be reported immediately to management.
- Investigations will be conducted to determine the cause of accidents and to prevent future occurrences.

6. Emergency Procedures

- Emergency procedures, including evacuation plans, will be established and communicated to all employees.
- Regular drills will be conducted to ensure readiness in case of an emergency

7. Health and Safety Monitoring

- Regular inspections and audits will be conducted to ensure compliance with health and safety policies.
- Non-compliance issues will be addressed promptly.

8. Review and Continuous Improvement

- We strive for a continuous improvement process of the situation to further reduce work related accidents and ill-leave.
- Regular inspections and audits will be conducted to ensure compliance with health and safety policies.
- Non-compliance issues will be addressed promptly.
- This policy will be reviewed annually and updated as necessary to reflect changes in legislation, industry standards, and company operations.

9. Declaration

- By adhering to this policy, [Your Company Name] demonstrates its commitment to maintaining a safe and healthy work environment for all.



Health & Safety Policy - Template

1. Policy Statement

[Your Company Name] is committed to ensuring the health, safety, and welfare of our employees and any other persons who may be affected by our operations. Our goal is to provide a safe and healthy work environment and to avoid accidents, injuries, and work-related illnesses.

2. Responsibilities

2.1. Management Responsibilities:

2.1.1. Ensure that all health and safety policies are implemented, maintained, and communicated to all employees.

2.1.2. Provide necessary resources to support and enforce these policies.

2.1.3. Regularly review and update health and safety policies and procedures.

2.2. Employee Responsibilities:

2.2.1. Adhere to all health and safety procedures and policies.

2.2.2. Report any unsafe conditions or practices to management.

2.2.3. Participate in safety training and drills.

3. Risk Assessments

3.1. Regular risk assessments will be conducted to identify potential hazards.

3.2. Mitigation strategies will be developed and implemented to control identified risks.

4. Training and Awareness

4.1. All employees will receive health and safety training relevant to their roles.

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This policy will be reviewed annually and updated as necessary to reflect changes in legislation, industry standards, and company operations.

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By adhering to this policy, [Your Company Name] demonstrates its commitment to maintaining a safe and healthy work environment for all.