



HEALTH AND SAFETY POLICY STATEMENT

Dover Harbour Board is committed to implementing the following Health and Safety Policy. Health and safety has primary importance in all its activities, whether on land or at sea, regarding legislation to be a minimum requirement and strives to achieve best safety practices in all its operations.

The provision of a safe environment for its staff, the port community and customers who work on or travel through its premises remains a priority in relation to other business objectives and reduces unnecessary losses and liabilities. The Board seeks to eliminate work related illness and prevent accidents. This aim drives its health and safety management system, therefore a key activity is the identification and management of health and safety risks to employees and public across the range of its operations.

The Board and its management recognise that its staff are a key resource and by way of leadership and engagement are committed to promoting a just safety culture seeking continuous improvement in the health and safety performance of the organisation. It also recognises the effect other port employers can have on its operations and the Board actively seeks their co-operation to achieve its aims.

The Chief Executive has the overall responsibility for the formulation and implementation of the Board's policy. The General Manager Safety and Security is responsible for ensuring compliance with and audit of this policy and named management appointees are delegated a range of responsibilities within the policy arrangements.

In implementing this policy, management shall ensure that:

- Health and safety is a prime consideration at all stages of the organisation's planning and decision making processes.
- All operations comply with any relevant health and safety legislation required by law and where possible to exceed those requirements by way of best practice and technical innovation.
- All safety hazards are identified by risk assessment and the risks eliminated or mitigated where possible and adequately controlled. Risk assessments will be reviewed periodically in accordance with their risk rating on increase of incidence, change of equipment, staff or circumstances and must be revised earlier if circumstances or conditions change.
- All employees are competent, informed, instructed and adequately trained in health and safety matters and are provided with an appropriate level of supervision.

- All employees comply with relevant safety standards and co-operate with management in meeting its safety responsibilities and objectives to maximise their contribution to this policy.
- Effective consultation and communication channels exist between management, staff and port users to secure co-operation in maintaining, reviewing and improving safety.
- Where any member of staff is in good faith concerned about a matter of Health & Safety he/she is encouraged to raise it and can do so without fear of recrimination.
- All structures, plant, vessels, equipment, materials and substances are purchased/ designed to meet or exceed relevant safety standards and are maintained to ensure high levels of safety.
- All Marine Operations comply with the Port Marine Safety Code and the International Safety Management Code.
- A safe working environment is provided so far as is reasonably practical and adequate as regards facilities and arrangements for staff welfare.
- All accidents, safety occurrences and incidents are investigated.
- Health and safety objectives shall be integrated into the corporate, directorate and departmental plans, which are associated with the Board's business plan. Responsibility for achieving these objectives will be delegated to named management appointees.
- The safety management system is monitored, reviewed, benchmarked and audited on a periodic basis.
- Adequate resources are available to implement the policy and an appropriate level of expert advice is maintained, with advisers performing a co-ordinating role.
- This safety policy will be reviewed each year and annual reports on the Board's safety performance will be published. The Board considers safety at every scheduled meeting.
- This statement with the arrangements and procedures arising from it are contained in the CHEQS site on the Intranet and is available to all staff. The statement is also publically available on the Board's web site.



Signed: Tim Waggott
Chief Executive

Date: 22 March 2016

Approved by the Board on 22 March 2016