

# *Freight & Sea Global Ltd.*

## *Health and Safety Policy.*

*"Sio jembe ya jirani yako ambayo inaweza  
kukamilisha kazi yako"*



# Health and safety policy statement

## Introduction.

Freight and Sea Global Ltd recognizes the importance of good health and safety at work, not only in human terms, but to help reduce workers' pain and suffering too. It is also a way of ensuring that enterprises are successful and sustainable, and that economies thrive in the long term.

For FSG simple cost benefit analysis will not be necessary or appropriate in this area. Businesses have moral Health and Safety obligations, as well as legal and financial ones. It is impossible to quantify costs such as suffering in monetary terms.

Nevertheless, there are quantifiable costs and benefits involved in Health and Safety, which businesses should be aware of.

For FSG Ltd good Health and Safety at work helps to:

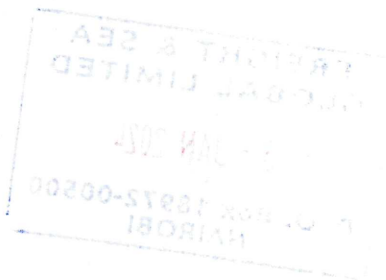
- enhance 'brand image' and 'brand value' as a socially responsible business (which may affect investors' decisions)
- reduce absences and increase the productivity of workers
- increase motivation and the commitment of employees to the business
- reduce business costs, such as insurance premiums, and business disruption

Moreover, if our businesses get Health and Safety policy wrong, the costs of accidents and ill health can be substantial.

For FSG ltd disruption, claims for damages, loss of goodwill and loss of confidence in management can sometimes lead to total collapse.

Research shows that investing in safety and health leads to better company performance.

A good working environment is good business.



## **This is the Health and Safety Policy Statement of**

Freight & Sea Global Ltd, P.O. Box 18972, 00500 Nairobi

### **Our statement of general policy is:**

- ensure the safety, health and welfare at work of all persons working in FSG Ltd
- provision and maintenance of plant and systems and procedures of work that are safe and without risks to health;
- arrangements for ensuring safety and absence of risks to health in connection with the use, handling, storage and transport of articles and substances;
- provision of such information, instruction, training and supervision as is necessary to ensure the safety and health at work of every person employed maintenance of any workplace under the occupier's control, in a condition that is safe and without risks to health and the provision and maintenance of means of access to and egress from it that are safe and without such risks to health;
- the provision and maintenance of a working environment for every person employed that is, safe, without risks to health, and adequate as regards facilities and arrangements for the employees welfare
- informing all persons employed of any risks from new technologies; and imminent danger; and ensuring that every person employed participates in the application
- To provide adequate control of the health and safety risks arising from our work activities;
- To consult with our employees on matters affecting their health and safety;
- To provide and maintain safe plant and equipment;
- To ensure safe handling and use of substances;
- To provide information, instruction and supervision for employees;
- To ensure all employees are competent to do their tasks, and to give them adequate training;
- To prevent accidents and cases of work-related ill health;
- To maintain safe and healthy working conditions;
- To review and revise this policy as necessary at regular intervals
- To follow the Occupational Safety and Health Act (2007) through the Safety Committee of FSG Ltd

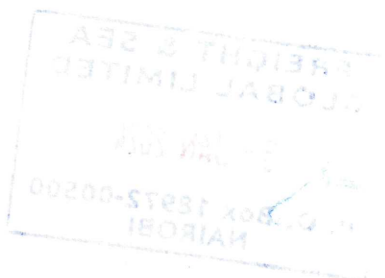


## **Responsibilities of all employees:**

Responsibilities should be clearly set so that if there are any health and safety concerns, they can be reported to the right person.

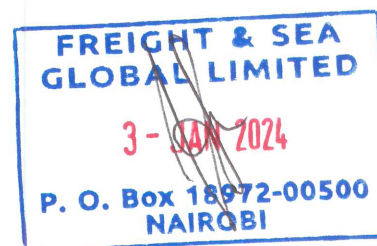
All employees have to:

- ✓ take care of the health and safety of themselves and other, and to cooperate with supervisors and managers to comply with the law on health and safety matters;
- ✓ ensure this policy is put into practice;
- ✓ ensure health and safety standards are maintained/improved collaborating with Health and Safety Committee of FSG Ltd.;
- ✓ report all health and safety concerns to the Health and Safety Committee;
- ✓ report certain accidents, injuries, diseases and dangerous occurrences to either supervisor and Human Resource Manager
- ✓ make the workplace safe
- ✓ prevent risks to health
- ✓ ensure that plant and machinery is safe to use, and that safe working practices are set up and followed
- ✓ make sure that all materials are handled, stored and used safely
- ✓ inform the Health and Safety Committee about any potential hazards from the work you do, chemicals and other substances used by the firm
- ✓ make sure that ventilation, temperature, lighting, and toilet, washing and rest facilities all meet health, safety and welfare requirements
- ✓ check that the right work equipment is provided and is properly used and regularly maintained
- ✓ prevent or control exposure to substances that may damage your health
- ✓ take precautions against the risks caused by flammable or explosive hazards, electrical equipment, noise and radiation
- ✓ avoid potentially dangerous work involving manual handling and if it can't be avoided, take precautions to reduce the risk of injury
- ✓ wear protective clothing or equipment provided by the firm
- ✓ ensure that the right warning signs are provided and looked after
- ✓ keep the workplace and equipment clean
- ✓ keep the workplace and equipment in good working order
- ✓ protect people from falling from height or into dangerous substances
- ✓ store things so they are unlikely to fall and cause injuries
- ✓ make sure that employees who work alone, or off-site, can do so safely and healthily



## The employer's duty of care in practice:

- ✓ make the workplace safe
- ✓ prevent risks to health
- ✓ ensure that plant and machinery is safe to use, and that safe working practices are set up and followed
- ✓ make sure that all materials are handled, stored and used safely
- ✓ provide adequate first aid facilities
- ✓ tell you about any potential hazards from the work you do, chemicals and other substances used by the firm, and give you information, instructions, training and supervision as needed
- ✓ set up emergency plans
- ✓ make sure that ventilation, temperature, lighting, and toilet, washing and rest facilities all meet health, safety and welfare requirements
- ✓ check that the right work equipment is provided and is properly used and regularly maintained
- ✓ prevent or control exposure to substances that may damage your health
- ✓ take precautions against the risks caused by flammable or explosive hazards, electrical equipment, noise and radiation
- ✓ avoid potentially dangerous work involving manual handling and if it can't be avoided, take precautions to reduce the risk of injury
- ✓ provide protective clothes or equipment free of charge if risks can't be removed or adequately controlled by any other means
- ✓ ensure that the right warning signs are provided and looked after
- ✓ report certain accidents, injuries, diseases and dangerous occurrences to either the Labor Office and
- ✓ Provide to all employees insurance cover as per the law
- ✓ Keep the proper record of all work accidents
- ✓ Collaborate with the Health and Safety Committee of FSG Ltd
- ✓ Proceed with the proper inspections and audit as per the law
- ✓ Provide the training needed as per the law



### The Health and Safety Committee.

No.	SECTION	DESCRIPTION	STAFF NAME	DUTY
1	FSG Limited	Logistics	1. Faith Wanza 2. Madock Kalume 3. Maurice Kamau	1. Human Resources 2. Marketing 3. Truck Driver.

The Staff were properly trained by Universal work health and safety consultancy approved Safety and Health trainer by the Directorate of Occupational Health and Safety in the Ministry of Labour.

Document for OSHA FSG 001

BY MANAGEMENT.

