

Health and Safety Policy for DBG Projects & Scapes



(Including Trading Name: Artificial Grass Yorkshire)

Policy Statement Date:

1st July 2025

Date of Next Review:

1st January 2026

Responsible Person (Signature):

A handwritten signature in black ink, appearing to read 'G. Twohey', written over a horizontal line.

Responsible Person (Name/Title):

Gareth Twohey Consultant (IOSH Certified)

Part 1: Statement of Intent

DBG Projects & Scapes (the Company) is committed to providing a safe and healthy working environment for all its employees, subcontractors, clients, and members of the public who may be affected by our operations.

It is the policy of the Company to:

1. Comply with all relevant statutory provisions and regulations, including but not limited to the Health and Safety at Work etc. Act 1974.
2. Provide adequate control of the health and safety risks arising from our work activities, which primarily involve hard landscaping (paving, driveways, decking) and artificial grass installation.
3. Consult with our employees on matters affecting their health and safety.
4. Provide and maintain safe plant and work equipment.
5. Ensure safe handling and use of substances.
6. Provide all employees with the necessary information, instruction, training, and supervision to perform their work safely and competently.
7. Prevent accidents, injury, and work-related ill health.
8. Review and revise this policy regularly, and whenever there are significant changes in our work practices.

Part 2: Organisation and Responsibilities

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2.1 Overall Responsibility (Director/Owner)

The Director/Owner,

Laura Twohey

, holds the overall and final responsibility for health and safety within DBG Projects & Scapes and Artificial Grass Yorkshire. They will ensure that:

- The necessary resources are allocated to implement and maintain the Health and Safety Policy.
- Risk assessments are carried out and reviewed regularly.
- All employees are competent to do their tasks, and sufficient training is provided.
- Subcontractors are vetted for their safety competence before engagement.

2.2 Staff Vetting and Competency

The Company maintains rigorous standards for staff professionalism and competence:

- **Background Checks:** All staff members working on site undergo appropriate **Disclosure and Barring Service (DBS) checks** to ensure suitability for working in residential and client environments.
- **Site Competency:** All staff engaged in construction-related duties hold valid **Construction Skills Certification Scheme (CSCS) cards**, demonstrating their awareness and basic competence in health and safety when operating on construction sites.

2.3 Employee Responsibilities

All employees and site workers are responsible for cooperating with the Company on health and safety matters and taking care of their own and others' health and safety. They must:

- Co-operate with the Director/Owner on all health and safety matters.
- Ensure that they understand and follow all Risk Assessments and Method Statements (RAMS) before starting work.
- Use all work equipment, including tools and plant, in accordance with training and instructions.
- Report all accidents, near misses, incidents, or hazards immediately to the Director/Owner.
- Wear personal protective equipment (PPE) as required by site rules or specific job requirements.
- Not interfere with or misuse anything provided in the interests of health, safety, or welfare.

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Part 3: Arrangements and Procedures

3.1 Risk Assessment and Method Statements (RAMS)

- Prior to commencing any work, the Director/Owner, or a delegated competent person, will ensure that a suitable and sufficient risk assessment is carried out.
- The significant findings of the risk assessment will be communicated to all persons affected by the work.
- A Method Statement detailing how the work should be safely carried out will be produced for high-risk tasks (e.g., use of excavators, deep excavations, working at height).

3.2 Site Safety and Welfare

- **Access and Egress:** All sites will be managed to ensure safe access and egress. Trip hazards will be eliminated or clearly marked.
- **Welfare:** Adequate welfare facilities (e.g., access to water, first aid) appropriate for the site duration and nature will be arranged.
- **Tools and Equipment:** All power tools and equipment (including electrical leads) will be visually inspected before use and subjected to regular Portable Appliance Testing (PAT) as required.

3.3 Manual Handling

- Manual handling operations will be avoided where possible, primarily through the use of mechanical aids (trolleys, lifting equipment).
- Where manual handling is unavoidable (e.g., moving paving slabs, bags of aggregate), a specific assessment will be carried out to minimise the risk of injury.
- Employees must use correct lifting techniques (bend knees, keep back straight, lift within capability) and request assistance for heavy or awkward loads.

3.4 Work Equipment and Plant (PUWER/LOLER)

- All work equipment, including disc cutters, compactors, and small plant (e.g., mini-diggers), will be regularly maintained and visually inspected before each use.
- Only trained and authorised personnel are permitted to operate machinery and plant.
- Where lifting operations are performed (LOLER), the plant and any lifting accessories will be inspected and subject to thorough examination as required by law.

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3.5 Working at Height

- Working at height will be avoided where it is reasonably practicable to do so.
- When work at height is necessary (e.g., access to roofs or elevated areas for artificial grass installation), the Company will use the most appropriate equipment, such as tower scaffolding or robust access platforms.
- Ladders will only be used for light, short-duration work (less than 30 minutes) and must be inspected prior to use and secured correctly.

3.6 Control of Substances Hazardous to Health (COSHH)

- Hazardous substances, including cement, solvents, glues, and certain dusts (e.g., silica dust from cutting slabs), will be identified and assessed.
- Safety Data Sheets (SDS) will be maintained for all hazardous substances.
- Control measures, such as local exhaust ventilation (dust suppression/extraction), using the substance in a well-ventilated area, and mandatory use of specific PPE (e.g., dust masks, gloves), will be enforced.

3.7 Accident Reporting and First Aid

- All accidents, however minor, and all near-miss incidents, must be reported to the Director/Owner immediately.
- Accidents will be investigated promptly to identify the cause and implement corrective actions to prevent recurrence.
- The Director/Owner will be responsible for reporting injuries, diseases, and dangerous occurrences to the Health and Safety Executive (HSE) under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR), where necessary.
- A fully stocked First Aid kit will be present on all active sites, and at least one designated person will be responsible for administering First Aid.

3.8 Personal Protective Equipment (PPE)

The Company will provide necessary PPE free of charge. Employees must use, maintain, and report any defects in PPE. Mandatory PPE requirements typically include, but are not limited to:

- Safety Helmets (where specified or overhead risks exist).
- High-Visibility Clothing.
- Safety Footwear (steel toe caps).
- Safety Gloves (appropriate to the task).
- Eye Protection (goggles/visors for cutting, grinding, or mixing).
- Hearing Protection (ear defenders/plugs for noisy equipment like disc cutters or compactors).
- Respiratory Protective Equipment (RPE) (dust masks/respirators for cutting/dusty environments).