
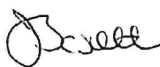


LANDLORD FACILITIES SAFETY CONTROL MANUAL							
SECTION	4.0	REVISION	0	DATE	Oct 2016	PAGES	2
ASPECT	LANDLORD FACILITIES HS&W POLICY STATEMENT						
	Adopted by Cloch Housing Association January 2020						

- c) All Statutory inspection regimes are maintained so far as reasonably practicable to comply with legislation, codes of practice and best practice.
- d) Adequate information is made available to tenants and others in relation to facilities and premises related hazards and risks.
- e) Employees are provided with such instruction, information, training and supervision as is necessary to ensure the Landlord's HS&W responsibilities may be adequately discharged.
- f) This Policy Statement, and all supporting Policies, Procedures and Arrangements shall be reviewed and updated as and when it is necessary or appropriate and at least annually. Communication of any such changes shall be made to all employees.
- 3.5 To enable Cloch to meet its statutory duties and commitments set out above, a comprehensive LFHS&W Management System shall be operated, which shall include written Policies, Procedures and Arrangements for all relevant areas of HS&W Management relevant to the role of a Landlord. These shall be set out in a Control Manual, which shall be adopted by the Board and the Director. All relevant employees shall be provided with adequate information, instruction and training in the contents of the Manual and in risk management issues relevant to their work.
- 3.6 This Policy Statement shall be presented on Cloch's web site to ensure that all interested parties can view this commitment to Landlord's HS&W and on all staff notice boards. Parties requiring further, more detailed information on the system shall be provided with all such reasonable information by Cloch's Facilities Safety Advisor (FSA).
- 3.7 It shall be the duty of all **employees** with defined responsibilities under this system to:
- a) Co-operate with Cloch so far as is necessary to ensure compliance with any duty or requirement imposed on Cloch, or any other person, under any relevant statutory duties.
- b) Comply with any safe working procedures, practices or 'rules' set out by Cloch and with the information, instruction and training provided.
- 3.8 All accidents, incidents, ill health and near misses associated with a potential breach of Landlord's duties shall be reported to the Director and shall be appropriately investigated and reported to external Authorities/Bodies where appropriate.

Director	PAUL McVEY	Signature		Date	21/1/20
Chair of Board	JULIANNE SCARLETT	Signature			21/1/20
				Review	