

Address	Shamrock Lodge, Prees Heath, Whitchurch SY13 3JX	Site:		Record No:	
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The Company recognise that consultation with employees is paramount to ensure health and safety is managed effectively in pursuance of our *Safety, Health & Environmental Policy Statement of Intent*. We will consult with employees in bringing to their attention any issues or concerns that relate to the health, safety, and welfare of all employees. We will also use our prescribed methods of consultation with employees to help promote a positive health and safety culture, and ensure that everyone is given an opportunity to influence health and safety policies and procedures.

Prescribed methods of consultation for *The Company* are;

- Consultation between trade union appointed safety representatives. *The Company* will, where there is a recognised trade union, consult with those safety representatives on matters affecting the group, or groups of employees, they represent, in compliance with *The Safety Representatives and Safety Committees Regulations (SRSCR) 1977*;
- Where there is no recognised trade union, *The Company* will consult with employees directly or through a *Health and Safety Committee* elected representatives in compliance with *The Health and Safety (Consultation with Employees) Regulations (HSCER) 1996*;
- *The Company* will also encourage consultation with the employees through their line managers ensuring the appropriate response to the employees;
- *The Company* will use the *Health and Safety Law Poster*, notice boards, ‘toolbox talks’ and any other aids to communication to ensure employees are kept up to date with issues and legislation that have a direct bearing on their health and safety.

The Company will ensure that consultation is effective by giving employees a chance to prepare a response and offer meaningful dialogue; we will consult with employees on all health and safety issues that could have an effect on employees, including:

- Changes in policies, procedures or processes;
- Arrangements for assistance by competent people;
- Hazards, risks and their control measures including: policies, procedures and safe working practices;
- Planning of health and safety training;
- Consequences arising from the introduction of new technology and processes.

The Company recognise that foreign workers and workers who do not understand English or who may have difficulty understanding written or spoken English will require additional consideration on how to communicate essential information. Where this becomes an issue, we will consult through a translator and deliver information through the use of visual presentations and making more use of photographs and diagrams in work instructions.

This policy represents our general position with regard to consultation with employees.

Signed 

Date 01/02/2019

Mr Martin McDermott, Managing Director (McFour LTD)