



## Hazardous Materials Handling Policy

### Policy Statement

Johnston Vulcanising and Services Ltd. is committed to ensuring the safe handling, storage, and disposal of hazardous materials and chemicals in compliance with UK law, including the Control of Substances Hazardous to Health (COSHH) Regulations 2002. This policy aims to protect the health and safety of all employees, contractors, and the environment.

### Scope

This policy applies to all employees, contractors, and operations within Johnston Vulcanising and Services Ltd., including quarrying, vulcanising activities, construction projects, sites, and offices in the UK.

### Responsibilities

- **Senior Management:** Ensure overall compliance with hazardous materials regulations, provide necessary resources for safe handling, and promote a culture of safety.
- **Health and Safety Officer:** Oversee the implementation and monitoring of hazardous materials procedures, conduct risk assessments, and provide training and guidance.
- **Managers and Supervisors:** Ensure staff follow hazardous materials procedures, conduct regular inspections, and report any concerns or incidents.
- **All Employees and Contractors:** Comply with hazardous materials handling procedures, report any issues, and participate in relevant training and awareness programs.

### Procedures

1. **Identification and Assessment**
  - Identify all hazardous materials used in operations and maintain an up-to-date inventory.
  - Conduct risk assessments for all tasks involving hazardous materials to identify potential health and safety risks.
  - Ensure Safety Data Sheets (SDS) are available for all hazardous materials and chemicals.
2. **Safe Handling**
  - Implement safe handling procedures for all hazardous materials, including the use of appropriate Personal Protective Equipment (PPE).
  - Provide training on the safe handling of hazardous materials, including potential risks and emergency procedures.
  - Ensure that handling procedures are clearly documented and accessible to all employees.
3. **Storage**
  - Store hazardous materials in designated, secure areas that comply with legal requirements.



- Ensure storage areas are properly labeled, ventilated, and equipped with spill containment measures.
  - Regularly inspect storage areas for signs of damage, leaks, or other hazards.
- 4. Spill Response**
- Develop and implement procedures for responding to spills and leaks of hazardous materials.
  - Provide spill kits and ensure they are accessible in areas where hazardous materials are used or stored.
  - Train employees on spill response procedures, including the use of spill kits and PPE.
- 5. Disposal**
- Dispose of hazardous materials and chemicals in accordance with legal requirements and company procedures.
  - Use licensed waste disposal contractors for the removal and disposal of hazardous waste.
  - Maintain records of hazardous waste disposal, including types and quantities of waste disposed of and disposal methods used.
- 6. Emergency Procedures**
- Develop and communicate emergency procedures for incidents involving hazardous materials, including evacuation routes and first aid measures.
  - Ensure all employees are trained on emergency procedures and know how to respond to incidents involving hazardous materials.
  - Provide emergency contact information and ensure it is readily accessible.
- 7. Training and Awareness**
- Provide initial and ongoing training for all employees and contractors on hazardous materials handling procedures, including the risks associated with hazardous materials and the use of PPE.
  - Conduct regular refresher training and update employees on any changes to procedures or regulations.
- 8. Monitoring and Review**
- Regularly monitor compliance with hazardous materials handling procedures through inspections and audits.
  - Review and update the hazardous materials policy and procedures as necessary to reflect changes in legislation, industry standards, or company practices.
  - Incorporate feedback from incidents, inspections, and employee suggestions into policy updates.
- 9. Record Keeping**
- Maintain accurate records of hazardous materials inventory, risk assessments, training, incidents, and disposal activities.
  - Ensure records are accessible and comply with legal requirements for documentation and retention.

## **Commitment**

Johnston Vulcanising and Services Ltd. is dedicated to ensuring the safe handling, storage, and disposal of hazardous materials to protect the health and safety of our employees,



contractors, and the environment. We expect all personnel to adhere to this policy and report any concerns promptly.

### **Contact**

For any questions or concerns about this policy, please contact Aaron Johnston by email at [Aaron@jvsuk.co.uk](mailto:Aaron@jvsuk.co.uk) or call 07495 376466.