



Welfare Facilities Policy

Policy Statement

Johnston Vulcanising and Services Ltd. is committed to ensuring the health, safety, and well-being of all employees, contractors, and visitors by providing adequate welfare facilities. This policy complies with the UK Workplace (Health, Safety and Welfare) Regulations 1992.

Scope

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

Responsibilities

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

Procedures

1. **Risk Assessment**
 - Conduct regular risk assessments to identify the needs for welfare facilities based on the nature of the work, number of employees, and specific site conditions.
 - Ensure that the findings of the risk assessment are documented and reviewed regularly.
2. **Provision of Welfare Facilities**
 - Provide adequate and clean restrooms with washing facilities, including hot and cold running water, soap, and hand-drying equipment.
 - Ensure the availability of separate restrooms for men and women or provide lockable single-occupancy restrooms.
 - Maintain restrooms in a clean and hygienic condition with regular cleaning schedules.
3. **Break Areas**
 - Provide designated break areas where employees can rest, eat, and drink in a clean and comfortable environment.
 - Ensure break areas are equipped with seating, tables, and waste disposal facilities.
 - Maintain break areas in a clean and hygienic condition.



4. Drinking Water

- Provide an adequate supply of clean drinking water accessible to all employees and contractors.
- Ensure drinking water stations are clearly marked and regularly maintained.
- Provide suitable drinking vessels or encourage employees to use their own.

5. Changing and Shower Facilities

- Provide suitable changing rooms with secure storage for clothing and personal items for employees required to change into protective clothing.
- Ensure the availability of shower facilities where the nature of the work requires it, such as after exposure to hazardous substances.

6. Heating, Ventilation, and Lighting

- Ensure that welfare facilities, including restrooms and break areas, are adequately heated, ventilated, and lit to provide a comfortable environment.
- Regularly inspect and maintain heating, ventilation, and lighting systems.

7. First Aid Facilities

- Ensure that first aid facilities are available and accessible in welfare areas.
- Maintain first aid kits and ensure they are regularly checked and replenished.

8. Waste Management

- Provide adequate waste disposal facilities in all welfare areas.
- Ensure regular collection and disposal of waste to maintain hygiene and prevent pests.

9. Training and Awareness

- Provide training for all employees and contractors on the location and proper use of welfare facilities.
- Include information on welfare facilities as part of the induction process for new employees.
- Conduct regular refresher training and update employees on any changes to welfare facilities or procedures.

10. Monitoring and Review

- Monitor compliance with welfare facilities procedures through regular inspections and audits.
- Review and update the welfare facilities policy and procedures as necessary to reflect changes in legislation, industry standards, and company operations.
- Incorporate feedback from employees, inspections, and incident reports into policy updates.

Commitment

Johnston Vulcanising and Services Ltd. is dedicated to ensuring the health, safety, and well-being of our employees, contractors, and visitors by providing adequate welfare facilities. 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 or call 07495 376466.

Signed: A Johnston
Date: 21/05/25