

Policy statements and organisation

Statement of general policy

We all need a healthy and safe environment to live in and consequently we all take responsibility for achieving this in our private lives according to our priorities and needs. However, at work we are not just responsible for ourselves but the health and safety of colleagues, contractors and customers. Our individual actions at work set the tone for health and safety and we must all accept our responsibilities here for minimising the risks in everything we do, being alert to the risks for others that our actions pose, and constantly on the lookout for that drawer that has been left unclosed, the spilt coffee that might cause somebody to slip up or the jack handle left to catch the next person to walk by. Safe working is a way of life made up of constant awareness of lots of little things to create the positive safety culture we want in Freight Transport Association Ltd (FTA), whether that be in an office, on a member's premises or whilst driving on the highway.

Of course FTA as the employer has responsibilities too and will endeavour to ensure you always have the skills, training, and equipment to do the job right and in safety. FTA is a leader in aiding compliance in the transport industry and we must and will apply these high standards to everything we do as an organisation. Our TeamFTA objectives are totally appropriate here – setting and achieving good standards of safety in all we do.

To achieve this FTA will:

- ensure effective communication of health and safety matters throughout the organisation
- provide the necessary information, instruction and training to employees and others, including temporary staff, to ensure their competence in health and safety

CEO



- Devote necessary resources to ensure the health and safety of all staff, and visitors so far as is reasonably practicable
- Seek constant improvement in health and safety standards and performance and endeavour to ensure that all relevant statutes, regulations and codes of practice are complied with. The minimum standards adopted will be those required by law but where appropriate we will do our best to do more
- Ensure that health and safety management becomes an integral part of the manager's function and will monitor their performance along with their other duties
- Set up a system to ensure that all incidents are fully investigated and appropriate action taken to reduce the likelihood of their recurrence
- Ensure that procedures are established so that safe equipment and plant are provided for employees and non-employees
- Ensure that this policy statement and the effectiveness of our actions are regularly reviewed and improved as needed

Safety is the responsibility of everyone within the organisation and is not just a function of management. Managers will have specific duties and responsibilities to comply with the letter and spirit of FTA policy. We all have responsibility to take reasonable care of ourselves and others who could be affected by our actions and to co-operate with management in achieving a safe and healthy working environment.

Date August 2017

Environmental statement

FTA recognises the need for sustainable development and continually aims to improve the environmental effect of its activities

To achieve this, we will establish sound environmental management by:

- meeting or improving upon relevant legislative, regulatory and environmental codes of practice
- developing objectives that target environmental improvements
- incorporating environmental issues into the decision making process
- developing a relationship with suppliers and contractors so that we all recognise our environmental responsibilities
- educating staff so that they carry out their activities in an environmentally responsible manner
- promoting an appreciation of the Association's environmental performance among members, employees and the general public

- providing for the effective use of resources by:
 - advising members on the efficient use of energy and other utilities
 - promoting waste minimisation whenever economically viable
- promoting the efficient use of resources, energy and fuel throughout the Association's operations

FTA will co-operate with:

- the communities in which we operate
- members
- the Government, regulatory bodies and other interested parties, with the shared vision of being a good and trusted neighbour