

Policy for:		Building Safety Policy		
Serial No	POL 012	Reviewer	DH	
Revision	1.0	Date of review	31/10/2025	

Building Safety Policy

1. Purpose

The purpose of this Building Safety Policy is to ensure the safety, security, and well-being of all persons by establishing and enforcing safety standards and procedures in compliance with the Buildings Safety Act 2022 and all other applicable Regulation pertaining to construction safety standards e.g. Regulatory Reform (Fire Safety) Order 2005 and CDM 2015.

2. Scope

This policy applies to all employees, contractors, visitors to various Williams Construction projects.

Williams Construction (Stockport) Ltd. are a medium size civil construction company operating in the main throughout the Northwest and who mainly operate as a Contractor to Principal Contractors.

Office accommodation is within a Landlord held property i.e. Labyrinth Centre, Stockport.

3. Responsibilities

3.1 Building, Construction Site Management

Williams Construction will comply with all Health and Safety Statutory Legislation and applicable Regulations to ensure the safety of all its employees, visitors, contractors, neighbours, and other stakeholders.

The Company will ensure that regular safety audits and workplace inspections are done, and risk assessments are also completed and periodically reviewed.

The Company will maintain all safety equipment, including fire alarms, extinguishers, and keep records of all safety checks and Statutory inspections in accordance with the Regulatory Reform (Fire Safety) Order 2005.

The Company shall develop and implement emergency response plans to ensure safe and effective evacuation of construction sites and include notifications of any such emergencies to close neighbours and, where applicable, Principal Contractors to ensure that they can implement their emergency plans where appropriate.

The Company shall provide appropriate safety training to all employees and appoint Fire Safety Wardens to ensure fire safety protocols are carried out in the event of an emergency.

3.2 Employees

All Williams employees are informed of and are required to follow all safety protocols and procedures. Under Section 8 of The Health and Safety at Work etc. Act 74 employees and others must not interfere with anything provided in the interests of Health and Safety therefore, employees are not to activate fire alarms or extinguishers without due cause, anyone breaching this condition will be subject to disciplinary action.

Employees, visitors and other contractors are encouraged to report safety hazards or incidents to site management immediately.

Policy for:		Building Safety Policy		
Serial No	POL 012	Reviewer	DH	
Revision	1.0	Date of review	31/10/2025	

All employees, visitors and contractors are required to participate all Fire evacuation drills. Williams employees are required to attend any safety training and evacuation drills.

All Williams employees are required to use specific personal protective equipment in accordance with the relevant activity Risk Assessment. Standard site requirements are high visibility vests or coats, safety boots, hard hat, light eye protection and gloves.

3.3 Contractors and Visitors

All contractors and visitors will be required to sign in on arrival and out when leaving and review the Safety Information provided at Site Induction, this also requires everyone to comply with the Williams safety policies and procedures.

Contractors and visitors are required to report any observed hazards to Williams site management or unsafe practices or conditions that they deem as being a threat to their health and safety whilst on site.

All visitors and contractors are required to follow all instructions provided by Williams site management and Fire Wardens during emergencies. They must follow the Green Safe Area signs and assemble at the Fire Assembly or Muster Point.

4. Safety Procedures

4.1 Emergency Preparedness

The Company will develop, maintain and periodically review the Site Emergency Response Plans that include evacuation routes, assembly points, and communication procedures.

The Company will conduct regular emergency drills at least quarterly to ensure the capture of a frequent change in agency staff. The results of these drills will be reviewed and areas for improvement identified and actioned.

The Company will, through the Williams or Principal Contractor Induction process, ensure everyone is familiar with the site emergency procedures, routes and fire extinguisher locations which will be placed at strategic positions across the site.

4.2 Fire Safety

The Company will install fire alarms, call points and fire extinguishers across the site.

Williams will ensure that appropriate fire extinguishers are accessible, clearly marked, and regularly inspected.

Williams prohibit smoking on site and the storage of flammable materials in non-designated areas. Smoking and vaping areas are provided in the welfare area generally managed by the Principal Contractor or Williams.

Hot Works Permits and appropriate controls are put in place where hot works is to be carried out. This includes Fire Watchers who will re inspect the area up to 1 hr post activity to ensure no sparks or materials are live.

Williams conduct regular fire safety inspections as part of the regular audit and weekly checks and address any identified issues promptly.

Policy for:		Building Safety Policy		
Serial No	POL 012	Reviewer	DH	
Revision	1.0	Date of review	31/10/2025	

4.3 Health and Safety

Williams employees will maintain their site pedestrian routes so that in an emergency, safe and effective evacuation can be carried out.

Williams will ensure all electrical installations and equipment are safe and comply with relevant standards. Lithium battery packs are charged on PAT certified charging stations with 'LITH EX' Fire extinguishers and blankets in place.

Construction 110v electrical equipment will be Portable Appliance Tested every 3 months inline with current HSE Guidance, transportable or handheld equipment i.e. Class 3 items will be tested every 6 months. PAT testing will be conducted subject to use and operational environment.

Williams ensure that cabin installations are tested, and Installation Condition certification is available.

In accordance with the Construction (Design and Management) Regs 2015 Schedule 2, adequate accommodation, drinking water, running hot water, welfare, ventilation, food preparation and cooking, lighting, and sanitation facilities will be provided and maintained together with appropriate fire control systems in place i.e. fire blankets and CO² extinguishers for electrical and cooking facilities.

Williams have appropriate procedures for the handling, storage and safe use of hazardous chemicals and materials as required under the Control Of Substances Hazardous to Health (COSHH 2002).

Williams fuel is stored in a double bunded and secure bowser and implement spill control systems in the event of a spillage. Other hazardous chemicals are stored in flame proof facilities. An Asset or COSHH list is available together with Manufacturers Safety Data Sheets (MSDS) and COSHH Assessments for all items on site, this also includes domestic items e.g. cleaning fluids.

4.4 Security Measures

In addition to the Principal Contractor, Williams maintain site security for their works, these include surveillance cameras and access control systems.

Williams and Principal Contractors conduct regular security patrols and monitor access points.

Williams implement a visitor management system to track and control building access through signing in and out.

Williams ensure all personnel are aware of security procedures and report any suspicious activity.

5. Training and Communication

Williams provide regular safety training and information for all employees, including new hires and contractors.

Williams display safety signage and instructions prominently throughout the construction site.

Williams have established clear communication channels for reporting safety concerns and incidents.

Williams hold regular safety review and progress meetings with the Principal Contractor to review site procedures, discuss incidents, and improve practices.

Policy for:		Building Safety Policy		
Serial No	POL 012	Reviewer	DH	
Revision	1.0	Date of review	31/10/2025	

6. Incident Reporting and Investigation

An established clear procedure for reporting safety incidents, including near misses is in place and available to all through Williams Site Management team and competent external consultancy services.

Williams, with the assistance of the appointed SHE Consultants, will Investigate all reported incidents promptly and thoroughly to identify root causes.

The site management team will review and implement corrective actions to prevent recurrence of similar incidents and will keep detailed records of all incidents, investigations, and corrective actions.

7. Compliance and Review

Williams will ensure compliance with the Building Safety Policy and ensure that it complies with all relevant laws and regulations.

Williams will review and update this policy annually or whenever significant changes occur in regulations or building operations.

Williams will conduct regular audits to ensure compliance with the policy and identify areas for improvement through review of procedures and other working practices.

8. Document Control

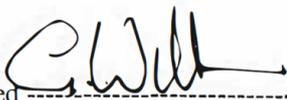
Williams will maintain all safety-related documents, including training records, inspection reports, and incident logs and will ensure documents are accessible to all relevant personnel and stored securely.

Consideration will be made to the requirements of the GDPR and data protection legislation where personal data is included in any investigation or induction.

9. Contact Information

Williams will provide contact details for key safety personnel, including building management, security officers, and emergency response team members to local Emergency Services to aid in their response to an emergency situation.

This Building Safety Policy has been reviewed and approved by:

Signed  Director

Gareth Williams

Williams Construction (Stockport) Ltd.

Managing Director

Dated: 20/5/25