



Health & Safety Policy  
Integrated Management System

**Zitrón**  
UK

# Zitron UK Health & Safety Policy

## Policy brief & purpose

At Zitron UK we recognise our duties under the Health & Safety at Work Act. Our Health and Safety Policy helps us preserve the best possible work conditions for our employees. Every employee has a right to feel safe at work. Our company is committed to follow legal standards and maintain a safe & healthy working environment.

## Scope

This Health and Safety Policy applies to all prospective and current employees of the company as well as volunteers, contractors, visitors, and consultants.

## Policy elements

We commit to:

- Establish and maintain a Health & Safety Management system which satisfies the requirements of ISO 45001:2018, integrates into our existing business processes and any other client specific health & safety requirements.
- Providing a safe and healthy working environment for our staff and workers to prevent work-related injury & ill health
- Set Health & Safety objectives that are measured and reported on within the Zitron Management Reviews.
- Comply with all applicable legal requirements and other requirements that Zitron UK subscribes to.
- Control the health & safety risks in our workplace to eliminate hazards and reduce business risks and establish clear processes for accident reporting.
- Provide clear instructions and information to ensure our employees are competent to do their work and to provide adequate training to ensure staff can perform their roles effectively.
- Implement and establish processes for the consultation & participation of workers and consult with our workers and workers representatives on matters affecting their health & safety.
- Provide and maintain safe equipment to conduct work activities, including PPE.
- Ensure safe handling and use of substances
- Provide support to manage the mental health of our employees.
- Implement emergency procedures, including evacuation, in the event of a fire or other significant incident and analyse past incidents to discover what went wrong.
- Continually review & improve our Health & Safety Management system.

## Responsibilities for health and safety

Overall and final responsibility for health & safety is Joaquín Muñiz Cortina

Day to day responsibilities for ensuring this policy is put into practice is [Ignacio Sebastian](#) with the support of [Borja Maortua](#) for offsite work and [Ignacio Sebastian](#) with the support of [Aitana Barbón](#) for the office space. Responsibilities will be advised by ZITRON external Health and Safety advisor which will work with Ignacio.

All staff have a responsibility to contribute to a healthy and safe workplace and are explicitly required to cooperate and support supervisors and managers on health and safety matters, take reasonable care of their own health and safety and report any health and safety concerns to the people named in this policy

## Disciplinary Consequences

Employees should follow health and safety instructions and will be held accountable when they do not. We will take disciplinary action that may extend to termination when employees consistently disregard health and safety rules.

**Policy Owner:** Joaquín Muñiz Cortina

**Date approved:** 7<sup>th</sup> of July 2021

**Last Review Date:** 7<sup>th</sup> of July 2022

**New Review Date:** 7<sup>th</sup> of July 2023



## ZITRÓN GROUP

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