



Health & Safety Policy Statement

The Argyll Club are committed to protecting the health and safety of our employees and any others who may be affected by our activities.

As an employer and provider of private offices, coworking spaces and meeting rooms, our policy is to create a safe working environment in which no one is harmed. We are committed to:

- Developing a positive culture relating to health and safety providing visible and inspirational leadership
- Communicating and engaging with our employees, members and suppliers to ensure everyone understands how to keep themselves and others safe and healthy
- Providing adequate resources for the management of health and safety
- Maintaining a safe and healthy place of work with safe access and egress
- Ensuring emergency procedures are in place at all locations
- Identifying the hazards associated with our activities; removing the risk where reasonably practicable and robustly managing the risks that remain through effective risk management
- Actively encouraging our employees to identify and report hazards, incidents and near misses
- Providing appropriate information, instruction, training and supervision

- Maintaining our premises, plant, equipment and systems to be compliant to industry standards
- Adhering to relevant legislation and adopting appropriate best practice
- Engaging competent contractors who demonstrate high levels of health and safety compliance and accreditation
- Reviewing and updating policies and procedures to pursue a programme of continuous improvement through audit and review

It is the responsibility of every individual to perform their job in a safe manner, to look out for themselves and their colleagues and to comply with all health and safety requirements.

The Chief Executive Officer is responsible for establishing the overall Health and Safety Policy together with the co-operation and active participation of the executive, managers, employees, members, suppliers and visitors in its implementation.

The Health and Safety Policy will be reviewed annually and revised as necessary to reflect changes to legislation.

Jean-Michel Orioux
Chief Executive Officer (CEO)

December 2020