



OH&S AT Work Policy For Building Users

STATEMENT OF INTENT

- 1.1 The Corporation of Lloyd's ("Lloyd's") recognises and accepts its responsibility to provide, a safe and healthy working environment for all its employees, tenants, contractors and visitors who use its premises, in accordance with the Health and Safety at Work etc Act 1974, its related regulations and approved codes of conduct.
- 1.2 Building users are openly encouraged to report hazards, including near misses, to ensure the root causes of accidents are identified, thus enabling measures to be put in place to eliminate recurrence.
- 1.3 Lloyd's encourages co-ordination and support for Health and Safety arrangements and requires the co-operation and assistance of all building users in their implementation and to help minimise risks.

Market Participants and Tenants

- 2.1 For the purpose of health and safety legislation, market participants in the building are treated as having the same responsibilities as tenants.
- 2.2 All market participants and tenants will:
 - i) Comply with all safety regulations and instructions and take reasonable care for their own health and safety and that of other persons who may be affected by their acts and omissions whilst on Lloyd's premises.
 - ii) Report all accidents/incidents to Lloyd's Property Services.
 - iii) Ensure all their employees are familiar with the building's fire evacuation procedures and first aid arrangements.

Visitors and Contractors

- 3.1 Lloyd's accepts responsibility towards members of the public and visitors and will ensure, in conjunction with any additional licensing regulations where applicable, that adequate provision is made for their health and safety when using or visiting Lloyd's premises.
- 3.2 All visitors will be issued with a Visitor's Pass on signing in at Reception. The fire evacuation procedures are outlined on the back of all Lloyd's passes to assist visitors to exit the building safely in the event of the fire alarms sounding.

- 3.3 Lloyd's inducts contractors into the building prior to work commencing. Tenants should also consider providing appropriate induction training to contractors they appoint to ensure safe working practices are adhered to.
- 3.4 Any contractor or sub-contractor engaged to carry out work for Lloyd's will be required to operate to standards of health and safety, not less than those set out in this policy, and if requested to supply copies of their company's health and safety policy with safe working procedures and appropriate risk assessment documentation, prior to commencing work.
- 3.5 It will be the responsibility of contractors when working for Lloyd's, on or about Lloyd's premises, to take all necessary steps to ensure not only the health, safety and welfare of his or her own employees and subcontractors, but also to protect other persons not in their employment who may be affected by any works under their control. Such persons may include the occupants of any premises including employees, tenants and all other visitors.

Information and Enquiries

For further information on health and safety issues please contact the Lloyd's Property Services Risk Manager via email:

riskmanager@lloyds.com

or telephone

020 7327 5098

John Neal
Chief Executive Officer

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