

## Unsafe Conditions & Right to Refuse Work Policy

The Health & Safety at Work Etc. Act 1974 requires employers to ensure, so far as is reasonably practicable, the health and safety of our employees and anyone else who may be affected by our acts or omissions.

The purpose of this Policy is to ensure that all employees are aware of the manner in which the Company gives the opportunity to stop working, should employees consider the working environment or the working practice to be unsafe. If work is stopped due to concerns over legitimate health and safety, employees will be fully supported by the Company and will not face any disciplinary action.

In order to carry out this policy, responsibilities for health and safety have been clearly defined, allocated and accepted at all levels. All employees must play their part in implementing this policy if safety standards are to constantly improve. The Refusal to Work process is as follows:

- If an employee believes that a task will endanger themselves and or others, work must not be started and must be reported to your supervisor. You must also inform our client's site manager.
- ASL review (supervisor & employee) with the client to ensure works can be done safely e.g. work at height issues can be resolved
- If this involves changes to the HSEQ Plan (Method Statement) then a dynamic risk assessment must be carried out to confirm changes to the agreed method of work
- If ASL management & client have considered the employees concerns & dealt with these through risk assessments then works can commence
- If however the proposed method of works gives employee concerns then the right to refuse works grounds of health & safety still apply and the refusal must be communicated to the companies H&S Manager
- The H&S Manager will consider the risk assessment for the work & individuals for refusal & seek advice from Independent H&S Consultants. The H&S Manager will either amend the risk assessment & communicate to the Supervisor & individual(s) & ensure that all are happy to proceed or confirm that risk assessments are adequate for the work/task
- If refusal to work continues then grounds should be communicated immediately to the Chairman

The arrangements in place to implement this policy form part of the company's day to day operational procedures and as such are reviewed on a continuous basis.

Where opportunities for improvement in safety standards or safety problems are identified they will be tackled promptly, with sufficient resources, to ensure that they adequately are dealt with, implemented and briefed into all employees.

  
John Bracken  
Chairman

Latest Review: April 2022  
Next Review Date: April 2023



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Registered Office:  
Eden Works, Littlebank Street, Oldham, Greater Manchester, OL4 1JA  
Unit 4b Red Scar Industrial Estate, Longridge Road, Preston PR2 5NA  
Gryphon Park, Watling Street, Cannock WS11 1SD  
528a Fleet Lane, St Helens, Merseyside WA9 2NB