

Health and Safety Policy

Document Number: QMS-WI-COM-002

Revision: March 2026

1. Purpose

To ensure the health, safety, and welfare of all employees, consultants, participants, and visitors.

2. Scope

Applies to all activities, locations, and personnel associated with iWISE

3. Legal and Regulatory Framework

This policy is aligned with:

- Health and Safety at Work etc. Act 1974
- Guidance from Health and Safety Executive

4. Policy Statement

iWISE is committed to providing a safe and healthy working environment and preventing injury and ill health.

5. Responsibilities

- Management: Ensure safe systems and compliance
- Employees/Consultants: Follow safety procedures and report risks

6. Risk Assessments



- Must be conducted for all relevant activities
- Must be documented and regularly reviewed

7. Safe Systems of Work

- Procedures must be established for safe operations
- Appropriate supervision must be provided

8. Training

- Staff must receive appropriate health and safety training

9. Incident Reporting

- All accidents, injuries, and near misses must be reported
- Records must be maintained

10. Emergency Procedures

- Fire safety procedures must be in place
- Evacuation plans must be communicated
- First aid provisions must be available

11. Equipment and Environment

- Equipment must be maintained and safe
- Work environments must meet safety standards

12. Travel and Off-site Activities

- Risk assessments must be conducted for events and trips

13. Compliance

Failure to comply may result in disciplinary action.

