



**Cosaint Shibhialta  
Civil Defence**

# **Civil Defence College Health & Safety Policy (Executive Summary) for Enrolled Learners.**

**Code of Practice Policy No. 2**



## Civil Defence Health & Safety Policy

### Executive Summary

- All learners will be provided with such equipment, information, training and supervision as is necessary to implement the policy and achieve the stated objective.
- The Civil Defence College recognises and accepts their duty to protect the health and safety of all visitors, including volunteers, contractors and temporary workers, as well as any members of the public who might be affected by their operations.
- While the Civil Defence College will do all that is within its powers to ensure the health and safety of its employees and volunteers, it is recognised that health and safety at work is the responsibility of each and every individual associated with the organisation. It is the duty of each learner to take reasonable care of their own and other people's welfare and to report any situation which may pose a threat to the well-being of any other person.
- The Civil Defence College will provide the training necessary to carry out tasks safely. However, if a learner is unsure how to perform a certain task or feels it would be dangerous to perform a specific job, then it is the learner's duty to report this to Civil Defence College Course Co-ordinator. An effective health and safety programme requires continuous communication between people at all levels. It is therefore every person's responsibility to report immediately any situation which could jeopardise the well-being of himself or herself or any other person.
- All injuries, however small, sustained by a person while training must be reported to the Course Co-ordinator. Accident records are crucial to the effective monitoring and revision of the policy and must therefore be accurate and comprehensive.
- The Civil Defence College's health and safety statement will be continually monitored and updated, particularly when changes in the scale and nature of our operations occur. The policy will be updated at least every 12 months.
- A full copy of the Civil Defence Branch Health & Safety Policy is available on request.

**END**