

### **Buying Equipment of Services**

Read and understand the Company Policy for Health and Safety.

Ensure that all equipment or materials purchased by the Company are fit for purpose and meet current C.E. or British standards required by Company Policy.

Ensure that all suppliers are asked to provide full information on any hazards associated with the equipment or materials supplied and any precautions required and that this information is passed to relevant supervisors.

Ensure that sub-contractors have received lists of responsibilities and Company Policy statement in accordance with this policy.

Rates negotiated for work carried out by sub-contractors must include all necessary safety precautions and, where appropriate, separate rates should be included for health and safety measures.

All portable electrical appliances must be tested, identity tagged and recorded before first put into use.