As an **EMPLOYER** we care about the well-being of all our staff. We are committed to maintaining the quality of our health and safety at work controls through communication and the raising of awareness.

As an **EMPLOYEE** the benefits to you are a safe working environment. It is your duty to take reasonable care for the health and safety of yourself and others whilst working.

**COMPLIANCE** - M&S will comply with the relevant health and safety legislation of the countries in which we operate including the Health and Safety at Work etc. Act 1974. In addition, we will adhere to our own standards and policies on health and safety.

**RESOURCES** - M&S will provide sufficient resources to ensure a safe working environment. This includes the provision of safe premises, working areas, equipment and materials.

**REVIEW/AUDIT** - M&S will regularly review and evaluate our health and safety performance.

**TRAINING AND SUPERVISION** - M&S will provide suitable information, training and supervision to all employees and others where appropriate.

**CONSULTATION** - M&S will consult with employees, including through the Fire and Health and Safety Officer Network Groups and Business Involvement Groups.
- The Committee receives updates through the Fire, Health and Safety Officer Network Groups and other health and safety committees.
- Business Involvements Groups (BIG) represent all employees in two-way communication, discusses health and safety policy at meetings and updates the business through the FHSO Networks.

**OCCUPATIONAL HEALTH SERVICES** - M&S will provide advice and support to line managers on managing occupational health. Further health information is available through the M&S People Guide.

**RESPONSIBILITIES**
- The Fire Health and Safety Committee reviews the effective management of fire, health and safety across M&S with the object of promoting the well-being and safety of employees, customers and visitors.
- The Store Manager (or relevant management team for non-store locations) is accountable and responsible for ensuring in conjunction with the Fire, Health and Safety Officer and other safety representatives that this Health and Safety Policy is implemented.
- All employees must be aware of their individual responsibility. This includes taking care of the health and safety for yourself and others, following health and safety policies and standards and reporting incidents.

**RISK MANAGEMENT** - M&S will identify, manage and monitor risk with the aim of reducing it as far as reasonably practicable. Where necessary, we will obtain competent advice to assist with risk management.

**CONTRACTORS** - M&S will select competent contractors that hold the relevant experience, skills and knowledge and ensure that they follow our health and safety requirements.

**ACCIDENT INVESTIGATION AND REPORTING** - M&S will investigate accidents and take action and make improvements where required. We will also comply with our statutory reporting obligations.

Steve Rowe - Chief Executive