

HEALTH & SAFETY POLICY

1. POLICY STATEMENT

UE Academy recognizes that the health, safety, and welfare of our employees, learners, and visitors are of paramount importance. As a specialist provider of OHS training, we lead by example. It is the policy of this Academy to provide and maintain safe and healthy working and learning conditions, equipment, and systems of work, and to provide such information, training, and supervision as needed for this purpose.

2. CORE OBJECTIVES

In all facilities across the **United Kingdom** and the **Kingdom of Saudi Arabia**, BUEA Academy pledges to:

- **Risk Prevention:** Conduct regular **Risk Assessments** for all classroom, practical, and administrative activities to eliminate or minimize hazards.
- **Safe Equipment:** Ensure all training equipment (e.g., PPE, lifting gear models, fire extinguishers) is inspected, maintained, and certified for use.
- **Competence:** Ensure all staff are competent to perform their tasks and provide them with adequate health and safety training.
- **Consultation:** Maintain clear channels of communication with staff and learners on health and safety matters, encouraging a "See Something, Say Something" culture.
- **Emergency Readiness:** Maintain robust fire safety, first aid, and emergency evacuation procedures at all sites.

3. ORGANIZATIONAL RESPONSIBILITIES

- **The Board of Directors:** Holds ultimate accountability for health and safety performance and ensuring adequate resources (financial and human) are allocated.
- **The HSE Manager:** Responsible for the day-to-day implementation of safety standards, conducting drills, and maintaining the **Incident Register**.
- **Trainers & Staff:** Must take reasonable care of their own health and safety and that of others, following all Academy safety protocols.
- **Learners:** Are required to cooperate with safety instructions, wear provided PPE during practical sessions, and report any hazards immediately.

4. JURISDICTIONAL COMPLIANCE

- **United Kingdom:** Fully compliant with the **Health and Safety at Work etc. Act 1974** and the **Management of Health and Safety at Work Regulations 1999**.
- **Kingdom of Saudi Arabia:** Aligned with the **KSA Labor Law (Part VIII)** and the **National Strategic Program for Occupational Safety and Health**, supporting **Vision 2030** safety goals.

5. INCIDENT REPORTING & REVIEW

All accidents, near-misses, and work-related ill-health cases must be recorded in the **BUEA Accident Book**. The Academy will investigate all significant incidents to identify root causes and prevent recurrence. This policy will be reviewed annually or following any major organizational change.

Chief Executive Officer / Director BUEA Academy

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