



Park Royal Office Furniture is based in Park Royal West London. Its core business is the supply and hire of new and used office furniture. Further services include surplus clearance and recycling of office furniture and equipment.

It is integral to the success of the business that we provide a safe working environment for all our employees and visitors. Our policy is designed and supported by resources in relation to achieving certification of OHSAS 18001:1999 and will be updated in line with operational changes.

Our Statement of general policy is:

- To comply with the Health & Safety at Work etc Act 1974
- To provide adequate control of the health and safety risks arising from our work activities;
- To consult with our employees on matters affecting their health and safety:
- To provide and maintain safe plant and equipment;
- To ensure safe handling and use of substances;
- To provide information, instruction and supervision for employees;
- To ensure all employees are competent to do their tasks, and to give them adequate training;
- To prevent accidents and cases of work-related ill health;
- To maintain safe and healthy working conditions; and
- To review and revise this policy as necessary at regular intervals.

John Bresnahan
General Manager

Dated: March 2008