

# next

## Group Health & Safety Policy Statement 2009



**HEALTH & SAFETY**

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## Statement

The board of Next Group Plc is committed to the achievement and maintenance of high standards of health and safety in all Group companies. The Group's Health & Safety Policy is based on our desire to comply with the spirit as well as the letter of health and safety legislation, codes of practice and other relevant standards.



## Organisation

The Group Board has overall responsibility for providing sufficient resources and support to meet its health and safety objectives.

Next Retail Ltd, Next Distribution Ltd and Ventura currently implement the requirements of this policy statement. Other Group companies or divisions are progressing towards implementation of the principles of this policy, in the context of relevant national safety legislation.

The Human Resources Director (HR) is responsible for the coordination and development of this policy and will report to the Group Health & Safety meeting regularly on its achievements.

The Health & Safety Department supports the HR Director.

Health and safety meetings are held at Group level and must be held regularly in each Group company or division. Their frequency will be commensurate with associated risks.

**Directors as listed** are responsible for ensuring implementation of the Group's Health & Safety Policy Statement, and compliance with relevant national safety legislation and Group standards. They must also put in place necessary safety arrangements and procedures.

- **Next Retail:**  
Retail Sales & Marketing Director
- **Next Distribution:** Operations Director for the Next Group
- **Next Directory:** Directory & Marketing Ops Director
- **Head Office:** HR Director
- **Ventura and Ventura India:** Managing Director
- **Product Areas:** Group Product Director
- **Next Sourcing Ltd:** Managing Director
- **NSL Romania / Turkey:** Country Manager
- **NSL Turkey / VM:** Country Manager
- **NSL Hong Kong / Shanghai:** Country Manager
- **NSL Sri Lanka / Thailand / India:** Country Manager

## Approach to safety

Appropriate safety systems must be implemented and appropriate safety equipment provided to enable work to be undertaken in a safe manner.

All employees are under a duty to work safely at all times and to place a high priority on the safety of themselves, their colleagues and third parties.

Every employee has the right and is obliged to raise safety concerns and issues with their line manager and / or the Health & Safety Department. If an employee is asked to carry out something that they believe is dangerous, they must bring this urgently to the attention of their line manager and / or the Health & Safety Department and they should not undertake the activity until such times as their concern has been resolved.

## Arrangements

In each Group company or division there must be:

- a policy with a clearly identified safety management structure
- arrangements compliant with relevant national safety legislation, which aim to safeguard the health and safety of employees and third parties
- a risk assessment and planning process which seeks to minimise hazards, control risks and reduce accidents
- adequate measures taken to protect the health and safety of employees from high risks e.g. fire, falls from height, vehicle movement, and maintenance and construction activities.

All contracts of employment will clearly state that working safely is a condition of employment.

Appropriate performance management up to and including disciplinary action will be taken in situations where anyone has compromised either their own or another person's health and safety.

Each Group company or division will have safety objectives and an action plan, reviewed every two years, to ensure this policy and relevant national safety legislation are complied with.

## Co-operation

There must be a system through which the management in each Group company or division can share experience and knowledge to develop health and safety standards.

Systems must be in place to enable effective consultation on health and safety matters between managers and employees.

In situations where work places are shared with contractors or other third parties, relevant health and safety information about hazards and the control measures required, will be communicated to contractors or third parties before work commences.

## Communication

There must be a system to ensure that all relevant health and safety information is circulated to managers and employees.

Management meetings and reports at all levels will include health and safety aspects when appropriate.

## Competence

All employees and managers, including temporary staff, will receive suitable and sufficient training to ensure that they are aware of the Health & Safety Policies, procedures and safe working practices required to carry out their job safely.

## Accident / Incident Reporting and Investigation

Accident / incident reporting and investigation procedures must be in place.

All serious accidents will be reported to the Next Group Board through the Group Health & Safety Manager within 24 hours of the accident occurring.

All major injury accidents will be reported to the Group Health & Safety meeting.

## Monitor and review

Sufficient and regular health and safety inspections and management audits will be carried out.

Senior managers and directors will periodically discuss health and safety performance with employees.

The Group will regularly carry out internal health and safety performance reviews, identify good practice and review performance against other relevant organisations.



## Summary

The management of health and safety is a fundamental part of our business and is designed to contribute to improving business performance. Managers must manage all aspects of our business; for example cost, productivity, service and product in a safe manner and take practical measures to ensure our activities and products do not harm our customers, employees, contractors, sites or equipment.

A handwritten signature in black ink, appearing to read 'Simon Wolfson'.

**Simon Wolfson**  
(Chief Executive)

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Next Group PLC