

The right of staff to refuse to work due to concerns over issues relating to Health & Safety is a key component of Data Tech's Health & Safety policy.

Should any employee sincerely believe that their designated work activity or the environment in which they are required to operate, involves unacceptable risk of injury or damage to infrastructure, they have the right to refuse to work until the risk is removed or reduced to an acceptable level.

Employees raising an honest and reasonable complaint are protected by law from any disciplinary action.

Issues should be raised initially with the person in charge of site (SPC, COSS, Supervisor).

Should a concern be raised, the employee will be supported and an investigation carried out to determine if the concerns are well founded.

All concerns will be investigated, initially by the person in charge of site (SPC, COSS, Supervisor) and where necessary escalated to Data Tech's Compliance and Project Management staff.

If no substantive evidence is found and a safe system is in place, the complainant will be asked to carry out the task.

Where agreement cannot be reached, the complainant shall vacate the work area and the matter will be escalated by the person in charge of site.

When concerns are justified, work will be suspended until adequate control measures are put in place and a safe system re-established.

The Managing Director and where applicable the client have obligations to investigate the complaint and, where justified, to take such measures as are necessary to reduce the risk to an acceptable level.

Operatives are encouraged to report all incidents classified as "close calls" by the company so that they may be recorded & briefed separately by the client or Principal Contractor.

This policy shall be briefed to all employees at induction.

Rail Workers

Should staff working on Rail Infrastructure consider the above inappropriate or inadequate, CIRAS, the transport industry's confidential reporting system may be contacted.

All reports are treated in absolute confidence and CIRAS is free to anyone working on or around the rail network.

Telephone number	0800 4 101 101 (Freephone)
Text	07507 285887
Mail	Freepost CIRAS
Web site	http://www.ciras.org.uk

This policy will be reviewed annually.



Bob Jacobs
Managing Director