

## Statement of Employee Welfare

Bathgate Flooring Ltd will provide “adequate and appropriate” welfare facilities for all its employees. These will be provided unless they are unreasonable in terms of time, cost and physical difficulty. Welfare facilities include toilets, washing facilities, rest and changing facilities and refreshments.

There is sufficient number of toilets and washing facilities so that employees should not have to queue for long periods to use them. These are separate for male and female. The facilities will be regularly cleaned and must be kept clean and provided with toilet paper, soap, drying facilities, and hot and cold running water. They will be well lit and ventilated to the external air.

Bathgate Flooring Ltd will provide a supply of clean and wholesome drinking water, which is easily accessible to all employees.

We will consider whether suitable facilities are available to staff working off-site or on temporary sites. If not, temporary arrangements will be provided. Some workers may need to be provided with portable facilities for hand washing.

If the work activity requires employees to change into specialist clothing, we will provide changing rooms and facilities for secure storage of personal belongings. You may need to consider separate storage of personal belongings. You may need to consider separate storage for clean and dirty clothing, or the provision of laundry facilities.

There is suitable seating area for use during breaks. This area will be kept clean and provided with washing facilities nearby and a means of heating water for hot drinks.

Signed.......... Date 29<sup>th</sup> November 2021.  
Andrew Hubbard  
Managing Director  
Bathgate Flooring Ltd  
(reviewed annually)