**Employers' Liability Insurance Policy**

Company Name “The Company”: [Enter Name of Company here]

**Change Log**

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| Date | Change | Authorised by |
|  | Policy implemented |  |
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# Introduction:

The Company is committed to providing a safe and healthy work environment for all employees. This policy sets out our approach to Employers' Liability Insurance, which is a legal requirement for all employers in the UK and it outlines our responsibilities and expectations for all employees.

# Scope:

This policy applies to all employees of The Company, including full-time, part-time, temporary and contract staff, as well as volunteers, interns, and any other person working on our premises or in connection with our operations.

# Responsibilities:

The Company management team is responsible for ensuring that the company has Employers' Liability Insurance in place and for ensuring that sufficient resources are allocated to meet our insurance obligations.

The Health and Safety Coordinator is responsible for the implementation and maintenance of this policy, and for providing guidance and support to employees on insurance matters.

All employees have a personal responsibility to understand their rights and obligations under the Employers' Liability Insurance policy.

# Employers' Liability Insurance:

The Company will have Employers' Liability Insurance in place, with a minimum cover of £5 million. This insurance covers the company in the event of an employee being injured or becoming ill as a result of their work. The company will provide a certificate of insurance to all employees, and will make the policy available for review upon request.

# Claims:

In the event of an employee being injured or becoming ill as a result of their work, the employee must report the incident to the Health and Safety Coordinator or a manager immediately, and the company will assist the employee in making a claim under the Employers' Liability Insurance policy.

# Training and Communication:

The Company will provide all employees with the necessary information, instruction, and training on the Employers' Liability Insurance policy and the procedures for making a claim.

# Monitoring and Review:

The Company will regularly monitor and review the Employers' Liability Insurance policy to ensure that it remains up to date and in line with current legislation and best practices.

# Conclusion:

The Company is committed to providing a safe and healthy work environment for all employees and ensuring that we have Employers' Liability Insurance in place, as required by law. The company will provide a minimum cover of £5 million and will provide a certificate of insurance to all employees. The company will assist employees in making a claim under the policy, if they are injured or become ill as a result of their work. The company will provide necessary information, training and support on insurance matters, and will regularly monitor and review the policy to ensure that it remains up to date and compliant with current legislation and best practices.