

HEALTH AND SAFETY FOR ALL VISITORS

Health & Safety at Work

All visitors must observe all safety instructions on site. All contractors **must** make all their employees and sub-contractors aware of safety rules.

Fire

All sirens/ bell sound a **continuous alarm**. This is the call to evacuate all buildings. Report to Fire Assembly Point which is located at the car park at the main front entrance. All visitors should familiarise themselves with the location of any emergency equipment such as fire extinguishers, emergency exits and call points. **Please ask if unsure.**

No Smoking

Smoking is only permitted in the designated area i.e. outside the building near the car park.

Injuries

All injuries/accidents must be reported to the duty first aider as soon as possible.

Personal Protective Equipment

- **Safety footwear**(steel toe caps) must be worn if entering the warehouse area and must be accompanied by a member of staff
- **High visibility jackets** must be worn in the warehouse areas and at all times. Please be aware there are machinery operating at all times.

Vehicles

Speed limit must be **5mph internally** must be observed at all times, as we have other visitors and workers onsite. Car parking space is located just outside the main office area.

Machinery

No visitors are allowed to operate any machinery on the premises. Fast forward Recycling personnel with a valid license are permitted to operate forklift trucks or access platforms.