

## Site Policies



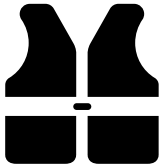
Please drive carefully on site and keep to the speed limit.



All smoking is prohibited on site. This is a no smoking site.



Fork lifts are in operation on site. A sign will be displayed. Be careful in these areas.



Certain areas on site require a hi-vis jacket to be worn. This can be provided if needed.



When on shop floor, safety shoes must be worn at all times.



When on shop floor, ear protection should be worn at all times.



When on shop floor, eye protection should be worn at all times.

## Additional Information

### First Aid

The first aider on site is

First Aid equipment is located

In case of an injury, please inform a member of staff who will assist you.

### Numbers to call

In case of an emergency, dial 999.

For a non-emergency or advice, dial 111.

### GDPR

Any information provided to us, will only be retained by us and not passed to third parties.

### Declaration

I confirm that I have read and understood the safety procedures.

Date:

Name:

Signed:

Insert Logo

## Visitor Information Leaflet

# Your company

CONTACT DETAILS



## Discovering a fire

Raise the alarm. Press one of the red alarm boxes located around site.

When it is safe to do so, dial 999.

Leave the building and make your way to the evacuation assembly point.

## Upon hearing the alarm

If the alarm sounds, leave the building promptly.

Do not wait to be told to leave and do not stop to collect belongings.

Leave through your nearest fire safety exit.

If you find smoke, use an alternative route.

Move away from the building and keep exits clear.

Proceed to the fire assembly area and listen to instructions.

Do not go back into the building until you are told to do so.

## Fire Evacuation

Insert site plan