



Site Health and Safety Rules

All visitors are required to read the site rules.

The site Health and Safety rules are to be followed by all visitors when visiting John B Smith Ltd.

Parking

1. All visitors to park in the visitor parking bays in front of the main office.
2. Overflow car parking available to the left at the bottom of the ramp at Gate A
3. When arriving, all visitors must report to reception and sign in the visitor book.

Driving around the site

1. All visitors to enter through gate A and leave through gate A.
2. Site speed limit of 5mph on entry ramp and 15mph on remainder of site must be maintained at all times.
3. Traffic signs and road marking must be observed at all times.

Walking around the site

1. When walking around the site all visitors shall use the designated walkways.
2. Visitors shall wear Hi-Vis jacket or bib and safety footwear. Should you not have the appropriate Personnel Protective Equipment (PPE) then please inform a member of staff who will provide you with the PPE you require.
3. Should a visitor need to go to a mill then they shall be accompanied by a member of staff.

In the event of a fire

1. When hearing the fire alarm stop what you are doing.
2. Leave the building and assemble at Gate A (the gate you entered the site from). Do not stop to pick up your belongings.
3. Do not re-enter the building until you are instructed to so.

General

1. You are responsible for your own safety at all times.
2. Should you have any Health and Safety Issues relating to the site please report them to Mr Alan Dobby or Mr Matthew Scaife.
3. Failure to comply with above rules will lead to you being asked to leave the site.
4. Should you require a copy of these site rules please ask at reception.

Approved By:

Date: