

Health & Safety

Pedestrian Walkways

Only walk around the yard using the designated routes marked in yellow. Do not walk elsewhere as this is unsafe to do so. Please ensure you look left and right when crossing the yard at the point near the barrier. The walkway should be clear at all times.

Risk Assessments

Any activity where a hazard has been identified will be covered by a risk assessment. The risk assessments are all located at the Hire desk. If you require a copy please ask.

Fire Evacuation

Familiarise yourself with fire exits shown on our site map. Plans are located at the assembly point at the side of the site entrance. See map for classification of the hazards and for the locations of various buildings. If a fire drill occurs while you are here you must report to the fire assembly point shown on the map. Visitors must not use any welding equipment or any naked flames until a safe area to work is established. They must ensure that all sources of ignition are extinguished and isolated before leaving. All electrical equipment brought onto site should be PAT tested. Any use of fire extinguishers must be reported immediately.

Restricted Areas

Vehicles should not be driven into areas marked on the map. Do not drive into confined spaces which you will have to reverse out of.

Manual Handling

Packages over 25kg should not be lifted by hand. Only trained personnel should attempt a lift if they can comfortably lift that amount. Anything being lifted mechanically must not be lifted over any persons.

Moving Vehicles

There is often a number of moving vehicles at any one time on site. It is important that you make good observations & watch/ listen for vehicles at all times. When moving around on site stick to the yellow walkways.

Vehicles on Site

All vehicles should have been checked before use daily. All visiting vehicles must be in good working order and have the appropriate safety features for the vehicle type. All vehicles must be immobilized when unattended. Traffic management should be set up where appropriate. Seatbelts should be worn at all times.

Entry Barrier

Press the intercom at the entrance to the yard (to the right when you approach the site) and the barrier will open after you have identified yourself.

Unauthorised Vehicle Use

You must not use vehicles, equipment and plant that you have not been trained or authorised to use.

Litter & Rubbish

Do not leave litter or drop rubbish anywhere on site. Please use the bins provided, if you are unable to find your nearest bin then please ask. If you are a delivery driver, take your waste away with you, unless it is unsafe to do so. Dispose of your waste responsibly at all times.

Working at Height

All employees and visitors working at height must follow the risk assessment and have fall prevention measures in place. Stepladders must be used for a short period of time and must be of an industrial standard.

Noise at Work

All employees & visitors should make an effort to reduce noise around site at all times. All activities which generate excessive noise must be covered in a risk assessment and notification provided to the management.

UBU ENVIRONMENTAL LTD & T.J. MURPHY LTD.



Site Rules & Regulations

Revised September 2017

**Moss Lane, Off Sharp Street,
Worsley, Manchester
M28 3LY**

Hire Desk Telephone:

0161 703 7777

Hire Desk Fax:

0161 703 7776

24 Hour Emergency Number:

07712 773 294 — Eddie

07515 894 655 — Matthew

**Email: hiredesk@ubusweepers.co.uk
www.ubuenvironmental.com**

All visitors, Delivery Drivers, Contractors and their employees must observe the requirements of the Health & Safety at work act 1974. You must co-operate to promote a safe working environment and we ask that you follow these site rules when on our premises. UBU & T.J. Murphy are committed to zero harm on site.

Site Speed Limit

The site speed limit is strictly **4 MPH**.

First Aid

First Aid boxes & trained first aiders can be found in the Hire desk & Main office.

Garage

Visitors must not enter the garage without permission or escort by a member of staff.

Report any Hazards

All hazards must be reported at the earliest opportunity.

UBU Environmental Ltd Health & Safety Policy

A copy of our full Health & Safety Policy is available to view at the UBU Hire desk & Main office.

Mobile Phones, Head-phones & Handheld Devices

Mobile Phones & other devices should not be operated whilst in a vehicle or whilst walking around on site.

One Way System

There is a one-way system operating on site. This must be adhered to at all times.

Tipping on Site

No hazardous materials are to be brought onto site. The Hire desk must be Informed prior to any tipping.

Alcohol & Drugs

No person must enter site with or under the influence of any intoxicating substances.

Site Visitors

All visitors must sign on arrival & sign out when leaving site. The site visitors book can be located at the Hire desk, Main office & security desk. No persons under the age of 16 will be permitted on site without the permission of the Management.

Welfare facilities

Toilets are located to the side of the Hire desk entrance.

Wear Appropriate PPE

All visitors must wear protective footwear and high visibility clothing & any other PPE as directed by Health & Safety advisors in line with the annual site risk assessment revision.



Car/ Van Parking

Visitors must park in the car park areas within a marked bay. Do not park over pedestrian walkways, pavements or block emergency exits.

Deliveries

All delivery vehicles must park in the hatched areas on site, hatched lines can be found on the left as you enter

Smoking

UBU Environmental has provided a smoking area next to the Hire desk. Smoking is strictly prohibited everywhere else on site. Smoking indoors or in the company vehicles is illegal under the Health Act 2006. Anyone found guilty of such offence maybe subject to a fixed penalty notice.

Observe Signs

We have many signs around the yard which must be followed by all visitors and employees. If you are unsure about the meaning of any signs please ask.

Spill Procedure

The spill procedure is displayed around the yard. Spill kits are available if you spill anything within the yard. You must notify a manager immediately and not leave the yard without containing the spill.

Accident Reporting

You are required to notify management of any accident, near miss or spillage.