



Think Safety, Safety begins HERE.

- All visitors must sign in the Visitors Book in Reception immediately upon arrival at site and sign out prior to leaving. All visitors must wear the pass provided whilst they are in attendance on any part of the Castle site.
- The minimum level of personal protective equipment (PPE) being hard hat safety glasses, high visibility vest/tunic and steel toe cap safety boots/shoes must be worn at all times by all staff and site users.
- All persons entering site must have their arms and legs covered (i.e. no shorts or short sleeved tops).
- Personnel handling waste or other chemicals must also wear protective overalls. Gloves appropriate to the task are to be worn at all times when handling waste or any article which may be contaminated with waste materials.
- Eating, drinking and smoking shall not be permitted on site other than in designated areas. Smoking is forbidden in any areas on the treatment plant or in any of the buildings on the premises.
- Visitors must be accompanied by personnel of Castle Environmental at all times.
- Contractors are only permitted to carry out works on site with the written authorisation of a member of site management. Contractors are required to sign in and sign out of the *Visitors Book* each and every day works are being conducted on site.
- All drivers must report to the weighbridge office upon arrival at site and await permission prior to entering the treatment plant. All drivers must sign in the *Waste Reception Log* prior to entering site and sign out after leaving.
- All drivers must stay with their vehicles at all times on site except in an emergency, or if authorised by Site Management. Drivers are required to be in direct attendance during loading and offloading of their vehicle and they are responsible for their vehicle throughout.
- Except where the engine has to be used to drive pumps or other appliances for loading or unloading the vehicle, the engine shall be shut off during sampling, loading and unloading operations.
- A speed limit of 5 mph is in force on the treatment plant which must be adhered to at all times.
- In the event of an emergency, instructions given by site management must be strictly adhered to and without exception.
- All accidents/incidents/near misses must be reported to site management immediately.
- No sources of ignition - including matches and cigarette lighters - are permitted on site unless in accordance with a valid permit to work. All mobile phones and pagers, must be switched off when signing in and only reactivated upon leaving site.
- Only diesel powered internal combustion engines/power packs are permitted on site. No petrol vehicles are permitted within the boundary of the treatment plant.