

## **SITE SAFETY RULES**

We are all responsible for ensuring that these Site Safety Rules are followed and implemented by everyone across site. Everyone has the right to challenge anyone else not adhering to the agreed principles.

**1) Never carry out a task unless you understand the hazards and risks associated with the task and have received training**

- Always follow written procedures
- Always ask if you're not sure

**2) If you see an unsafe act or condition, take action immediately. Talk to the person involved and always make sure that you report it!**

- Never walk past an unsafe act or condition
- Don't rely on someone else to report it!

**3) Ensure that all new staff and contractors have received their site induction before starting work**

- Always ask them and check!

**4) Ensure that you obey the site speed limits and traffic routes at all times!**

- Always use the highway code

**5) Ensure that all materials and containers are labelled correctly**

- Always make sure that the substance inside the container, is the same as on the label.

**6) Always maintain good standards of housekeeping**

- Never walk past a potential a slip, trip or fall hazard
- Always make sure work areas are tidy and walkways are kept clear

**7) Always stick to pedestrian routes**

- Use marked pedestrian routes and zebra crossings in the factories and external areas

**8) Always wear the appropriate PPE for the task and area**

- Use the appropriate gloves when handling cardboard, chemicals, pallets, broken glass or other items with sharp edges
- Wear safety glasses in the sourcing units and warehouse
- Wear high visibility jackets in the warehouse, yards and tank farm area
- Wear hearing protection on A8 and on Fabergé production floor (excluding walkways)
- Wear anti-static footwear in the Warehouse & Sourcing Units and regularly test it
- Wear special PPE as shown in Operating Procedures or on Method Statements.

**9) Always investigate alarms before resetting**

## **LEVER FABERGÉ**

