

Tips Visitors

Know when visitors are on site
and make sure they're safe



Visitors

When visitors come on site, restrict access so they are only in safe areas:

- go through a safety induction with them
- a Visitors' Register should be available to ensure all visitors sign in and out
- make sure they know about any hazards
- all visitors must wear appropriate personal protective equipment
- have someone with them at all times
- prevent unauthorised access
- children under 16 are not permitted on site at any time
- anyone impaired by drugs or alcohol will be refused access to site
- animals are not permitted inside the work area
- site access to be properly secured outside of working hours:
 - remove keys from mobile plant and machinery
 - isolate power supply to machines
 - scaffolding/ladders to be made safe.