

The safety of all personnel on our sites is our number one priority. The principles below are the most basic standards of behaviour that we expect to be followed by every Yorwaste employee at all times. Expect to be challenged if you are not working to these standards.

## 1 WEAR ALL ITEMS OF PPE AT ALL TIMES

- In most cases the minimum requirement whilst on site is: hard hat, safety footwear, high visibility clothing, eye protection and gloves. If you are unsure; check!
- Additional items such as hearing or respiratory protection may be required depending on your task.

## 2 REPORT ALL INCIDENTS, HAZARDS AND NEAR MISSES

- Never walk past a hazard – take action! It may be you that gets hurt.
- Challenge anything you think is unsafe.

## 3 NO SMOKING

- Smoking is only permitted in specific areas on site. Outside of these areas, smoking is strictly forbidden. Find out where your Smoking area is, and stick to it!

## 4 MACHINERY ISOLATION PROCEDURES MUST BE USED EVERY TIME

- Never carry out work on any equipment unless it has been securely isolated using a personal padlock.
- Always test the isolation before starting work.

## 5 NEVER OPERATE ANY MACHINERY WITH SAFETY GUARDS REMOVED

- Ensure that all guards and safety controls are put back in place when cleaning or maintenance work is completed.

## 6 ONLY OPERATE VEHICLES AND MACHINERY IF YOU HAVE BEEN TRAINED AND AUTHORISED

- Site / Depot Managers will authorise personnel to operate equipment.
- Always wear the seatbelt.

## 7 NEVER OPERATE ANY VEHICLE OR MOBILE PLANT UNTIL THE SPECIFIED DAILY SAFETY CHECKS HAVE BEEN CARRIED OUT

- If safety critical faults are found, vehicles / plant must not be used until repaired.

## 8 NEVER USE A HANDHELD MOBILE PHONE WHILST OPERATING VEHICLES OR PLANT

- Only use a hand held mobile in a safe place, away from vehicles and plant operations.
- Do not walk around the site whilst talking on the phone.

## 9 ALWAYS USE THE CORRECT PEDESTRIAN AND VEHICLE ROUTES

- Use the designated pedestrian walkway wherever one is available and always remain vigilant for vehicle and mobile plant movements.
- Never approach mobile plant unless you have made direct eye contact with the operator; they have acknowledged you, and stopped moving.

## 10 IF YOU CANNOT COMPLY WITH THESE BASIC PRINCIPLES:

- **STOP WHAT YOU ARE DOING**
- **CALL YOUR SUPERVISOR**
- **WAIT FOR FURTHER GUIDANCE ON WHAT TO DO NEXT**

To make our sites safer, it's everyone's job to make sure that the "Yorsafety Basics" are followed. If you see someone failing to meet these standards, you should challenge them, and report the incident.