



TOMRODS LTD
STEEL STOCKHOLDERS

HEALTH & SAFETY INSTRUCTIONS

Contractors

Tomrods Ltd

To help maintain the good health and safety practices to which Tomrods Ltd is fully committed and ensure your safety whilst on our premises, please could all Contractors follow the rules below:-

Contractors

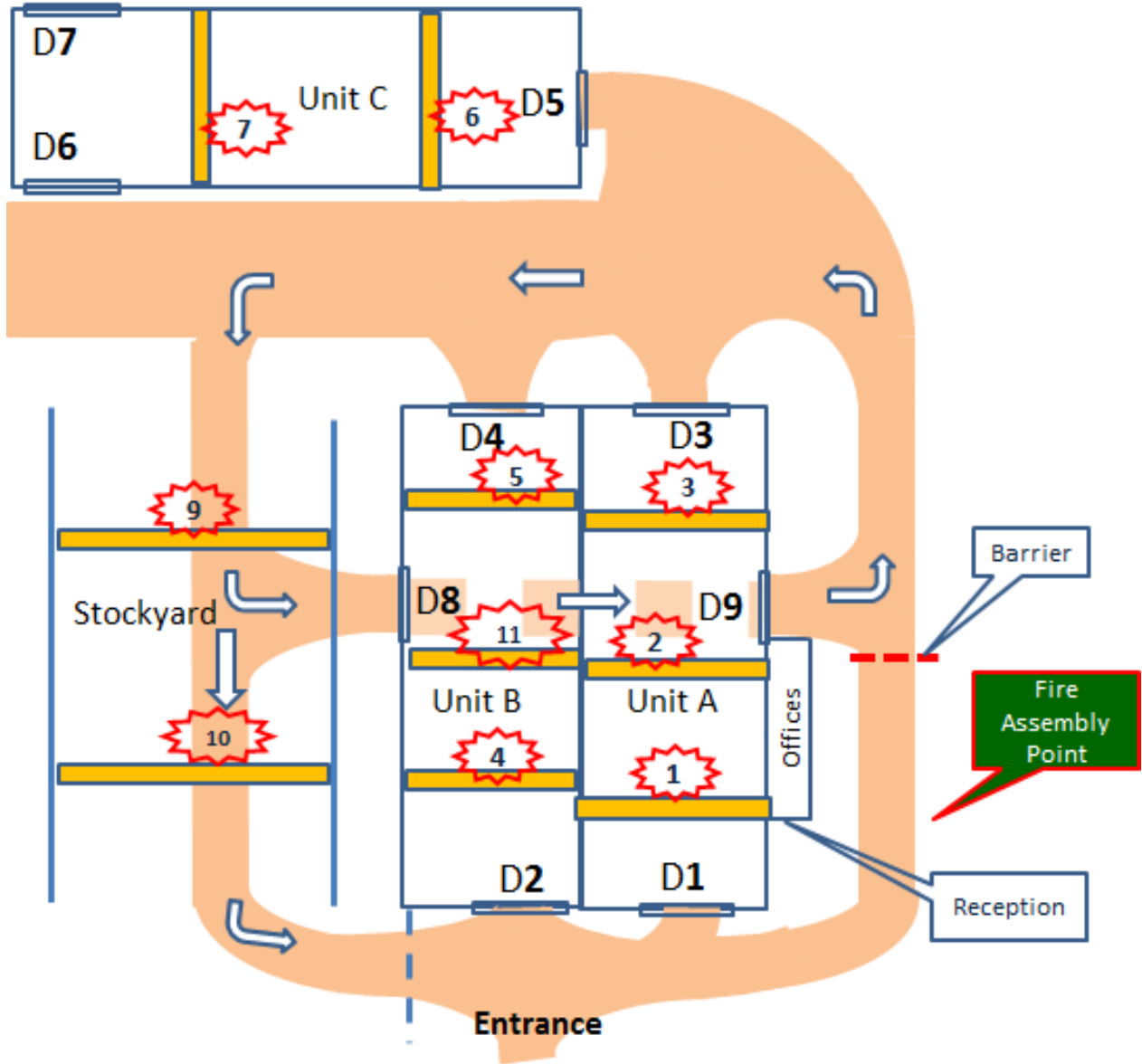
- ❑ Please ring when you arrive on site, contacts are Alex Clancy 07714 454919 / Andy Mather 07809 656448
- ❑ Face Masks must be worn by all Contractors at all times.
- ❑ On arrival you will be asked to use the automated temperature checking system located in reception and answer the Self-Declaration Questionnaire. This can be done in the main entrance providing the 2m distancing rule can be applied at all times. Access will be approved if your temperature is below 37.3 degrees and the Self Declaration is approved.
- ❑ All Contractors must keep to the 2 metre distancing rules at all times and use the hand sanitizer provided at all doorways.
- ❑ Where practicable Contractors should be accompanied by Tomrods Personnel at all times whilst on Tomrods property.
- ❑ If working unaided by Tomrods Personnel contractors should ensure they know how or where to find their Tomrods contact.
- ❑ Walkways must be used at all times. Contractors must not enter production areas unless accompanied by Tomrods Personnel
- ❑ Do not handle any material without the permission of Tomrods Personnel.
- ❑ Contractors can use the toilet facilities and wash their hands regularly.
- ❑ Contractors must not enter or use the canteen facilities.
- ❑ Please observe all Health and Safety signs and notices.
- ❑ In the event of hearing any alarms consult with the nearest Tomrods employee regarding what action to take.
- ❑ When driving onto the site please follow the one way system and observe the 5mph speed limit.
- ❑ Members of staff are working on and around the roadways so please stop and wait to be moved on if you see anyone working to ensure everyone's safety.
- ❑ If entering the warehouses in your vehicle please stop at the entrance and sound your horn, please wait for someone to guide you in as they will ensure the way is clear for you to enter.
- ❑ Contractors must ensure that an appropriate Risk Assessment & Safe System of Work or Method Statement has been conducted and approved by Tomrods Ltd prior to undertaking the planned work.
- ❑ Contractors must ensure that they have appropriate and effective insurance cover for public liability, product liability and employee liability prior to undertaking any work on Tomrods Ltd premises. We require written confirmation that the above insurance cover is in place and valid for the period of any planned work.

Andrew Shakespeare

Managing Director

Thank you for helping us make our Warehouse and Site a safer place.

Tomrods Ltd



Site Contacts

Name	Job Title	Direct No	Mobile	Primary Contact
Melinda Bruce	QHSE Director	01845 528 220	07714 454 922	<input type="checkbox"/>
Paul Whiting	Operations Manager	01845 528 200	07702 846 982	<input type="checkbox"/>
Alex Clancy	Production Co-Ordinator	01845 528 200	07714 454 919	<input type="checkbox"/>
Peter Morrell	Transport Manager	01845 528 262	07809 656 441	<input type="checkbox"/>
General Office		01845 528 220		<input type="checkbox"/>