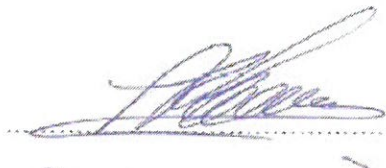


- Category A – Transient Site – Arrange for suitable and sufficient local facilities to be used. These may be public or private facilities such as NR Stations / Depots / Buildings / Garages / Shops etc.
- Category B – Transient site – Arrange for suitable and sufficient temporary welfare facilities, e.g. welfare vehicles. The overall travel time to any toilet provision should be within 10 minutes from the point of work.
- Category C – Non – Transient Site – Establish a site cabin with fixed welfare facilities, car parking, traffic management, site access control, etc.
- Although this procedure deals mainly with site based operations, the company will also ensure that office based staff's health and welfare requirements are assessed.

It is the responsibility of every manager, employee and persons working on our behalf to comply with this policy and to respond to any issue or discuss any possible improvements or requirements. It is the responsibility of every manager to monitor the hours worked by employees and to seek advice from the Health & Safety Manager at the earliest sign or notification of a breach of this policy.

This policy will be periodically reviewed and amended if required, to ensure its effectiveness and the performance monitored.

For & on behalf of M J Church



S.P. Blower.
Managing Director

Last reviewed: April 2015