

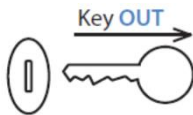
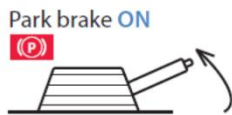


# SITE RULES

**FOR TRINITY HOUSE, EASTFIELD ROAD, SOUTH KILLINGHOLME, DN40 3DQ**

## WHEN VISITING THE YARD/WAREHOUSE:

- All visitors, contractors and drivers **MUST** report to the gatehouse upon arrival
- The site speed limit is 5mph in all areas
- Pedestrian access to the warehouse office is via the signed entrance **ONLY**
- Any incidents/damages/near-misses should be reported as soon as possible to the warehouse office
- Safety boots and hi-vis vests **MUST** be worn at all times
- The site is a non-smoking area. Smoking is only permitted in designated areas
- All visitors should make themselves aware of the Fire Assembly Point
- All vehicles and trailers (accompanied or otherwise) to be parked with the **parking brake applied at all times**
- All vehicles are parked at the owner's risk and NTEX Logistics will not be liable for any damages which occur on site
- Vehicles are to display hazard warning lights whilst manoeuvring in the yard
- Curtains should be closed or restrained whilst manoeuvring around the yard
- No unauthorised passengers or children are allowed on site at any time
- Always follow all instructions given by yard team members
- Always follow the one-way system
- Drivers **MUST** follow safe coupling and uncoupling of vehicles procedure
- When parking up drivers **MUST** apply the safe stop procedure:
  - ✓ Handbrake on
  - ✓ Vehicle in neutral
  - ✓ Switch off engine
  - ✓ Remove keys



## CONTRACTORS VISITING THE SITE SHOULD ALSO ADHERE TO THE FOLLOWING:

- When arriving at the NTEX Logistics site all contractors must report to the warehouse office before commencing any work on site
- All contractors should be aware of the constant forklift, machinery and vehicle movements within the yard area and park/repair in a visible area, not causing any obstruction
- All contracted/repair vehicles whilst stationary, should indicate their presence via hazard lighting/beacons on their vehicles
- Contractors must only carry out tasks that they have the skills, knowledge, training and experience to complete without risk to health and safety
- Any liquid spillages should be reported, cleaned away and waste products removed from site
- When fitting/repairing any vehicles/trailers on site VOR boards should be clearly displayed
- **ONLY** minor repairs to be completed on site
- Due to the hazardous/flammable substances held on site you **MUST** contact the warehouse prior to carrying out any burning or welding