

Rules for Site Users



YOUR SAFETY IS OUR CONCERN

We consider your safety and well-being to be of paramount importance. With this in mind please comply with the advice given in this pamphlet

Thank you for helping to keep this a safe site.

GENERAL CONDITIONS FOR ACCEPTANCE OF WASTE SITE USERS RULES

INTRODUCTION

These rules apply to ALL users of P Casey Enviro Limited's landfill sites. They are designed to ensure the health & safety of all site users and employees. It is a condition of use that these rules are complied with. The Rules will be strictly enforced.

1. On Arrival at the Site

- 1.1 Keep closing up on the vehicle in front of you in the queue to avoid congestion.
- 1.2 No queuing on the public highways.
- 1.3 Give way to private cars.
- 1.4 Do not get out of the cab and wander around whilst waiting in the queue.
- 1.5 Do not unsheet on the approach road.
- 1.6 Please use the designated area to unsheet.
- 1.7 All loads must be sheeted.
- 1.8 A high visibility vest MUST be worn at all times.

2. On Arrival at the Weighbridge

- 2.1 Report to the weighbridge or reception office. Give details of the source of the load and the type of material being carried. If the load is difficult, dangerous or hot, it must be reported immediately on arrival.
- 2.2 Hand over any statutory documentation for completion.
- 2.3 Check and sign the site disposal record sheet, a copy of which will be sent to your company.
- 2.4 Drivers are not allowed to take passengers on site without permission.
- 2.5 The total site is a "No-Smoking" Area.

3. After Checking-In

- 3.1 Proceed to tipping area along recognised routes. Do not exceed the speed limits and beware of any hazards such as overhead cables, speed ramps, etc.
- 3.2 The speed limit on the site is 10 mph.
- 3.3 Approaching the tipping area, do not pass within 10 metres of the back of the compactor / blade – be wary of this machine as it is constantly moving backwards and forwards over the waste.
- 3.4 At the tipping area, attract the attention of the machine operator or banksman – only tip where and when directed – wait for a clear space and then reverse to the heading, taking particular care.

4. Discharging the Vehicle

- 4.1 P Casey Enviro Limited site staff shall not in any instance off load from any vehicle.
- 4.2 Stand well clear of vehicles discharging loads. Preferably stand upwind, but always where other drivers can see you.
- 4.3 When opening rear doors or tailgates of containers or tipper bodies the driver must wear a safety helmet.
- 4.4 Never stand under an unsupported or inadequately propped vehicle body, hopper or bucket.
- 4.5 In the event of a load jamming in the container, it is the driver's responsibility to release it.

- 4.6 A tipping area can be a dangerous place. The sensible use of safety footwear, gloves and, if necessary, goggles is mandatory.
- 4.7 Do not sort or remove any material from the site or vehicle after entry to the site.
- 4.8 If your vehicle becomes stuck on site, the site staff will use their best endeavors to free you. It will be your responsibility to attach the tow chain provided to your vehicle. See S.S.W. No. 03: Site Towing Procedure for full Safe System Of Work / Instructions.

5. Leaving the Site

- 5.1 Ensure that the vehicle body is fully lowered and secured before moving off, and that the tailgates are shut before leaving the tipping face.
- 5.2 Leave the tipping area by the recognised routes.
- 5.3 The wheelwash or/and wheelspinner is provided as a condition of the Environmental Permit. It is an offence not to use it.
- 5.4 Do not park on the working area or site routes unless directed to do so by site staff.
- 5.5 If required by the weighbridge, re-weigh before departure.
- 5.6 The site has to live with its neighbours. Excessive noise is the most common complaint. Remember to tighten loose chains, avoid over-revving engines and drive gently away.

6. In General

- 6.1 At all times follow the directions of the staff.
- 6.2 Drivers remain responsible for their vehicles at all times.
- 6.3 Drivers should not leave the vehicle and wander around the site.
- 6.4 Report any unusual incidents to the site foreman or manager before you leave.
- 6.5 Particulars of all accidents must be given to the site foreman or manager before leaving the site, and confirmed in writing within seven days if a claim is to be made, after which time no claim will be considered.
- 6.6 Use of the site is, at all times, at the discretion of the Site Management.
- 6.7 Mobile phones should not be used unless your vehicle is in a safe and stationary position.

S.S.W. No. 03: Site Towing Procedure

SAFETY SYSTEM OF WORK / INSTRUCTIONS - SITE TOWING PROCEDURE FOR PLANT / VEHICLES STUCK OR BROKE DOWN

SAFE OPERATIONAL PROCEDURES

1. Before any towing procedure is carried out all personnel other than those required for the towing procedure must be removed from the immediate vicinity
2. Any other machines in the immediate vicinity of the towing operation must be made aware of the operation and instructed to keep a safe distance away from the operation
3. At no time must any person stand between any moving machines. All persons must stand to one side of the machines, on the higher side if on a gradient, a safe distance away from the machines and in full view of the driver
4. Once in a suitable position for attaching the towrope the machine driver of the towing machine must ensure that the brakes are effectively applied. Only when this has been done and the machine driver has indicated such to the person attaching the rope should any person stand between the machines
5. The driver of the machine to be towed must fit the towrope to an approved towing point on their machine (a manufactured towing point or similar) and satisfy himself that both connections are effective before commencing the operation
6. The driver must ensure that the person attaching the towrope reaches a place of safety before driving
7. The towing operation must not commence until the machine drivers are inside their respective vehicles
8. The towing machine driver should slowly move forward taking up the slack in the towrope until the machine being towed begins to move
9. Due to the position and weight of the machine being towed, the towed machine may have to assist the towing machine i.e. attempt to drive out. Both machine drivers must be able to communicate effectively with each other (visually or audibly or both)
10. Once the towed machine is moving satisfactory it should be taken to a safe location on firm level ground
11. At the safe location the towing machine must stop and allow the towed vehicle to stop safely
12. The towing machine should then reverse a sufficient distance to relieve the tension in the towrope so that it can be detached safely. The brakes of both machines must be effectively applied during this operation
13. The towing machine should only drive clear of the area when the person detaching the towrope has indicated to the driver that it is safe to do so

14. Once the towrope has been removed it must be inspected for damage. If damaged it must be taken out of use and a replacement sought.
15. Should any damage have occurred to either machine the Site Manager / General Foreman must be informed and an inspection / record made of the damage

N.B If towing a customer's vehicle, the customer's driver must fit the chain to their vehicle and sign the indemnity book accepting all liability for any damage