## **Site Labour Only Ground-workers**

- Understand the control measures set out in the risk assessments/method statements and compliance with the controls highlighted. Ensure the quality of your work is to a high standard.
- Use the correct tools and equipment for the job using appropriate safety equipment / PPE where required. Keep tools in good condition.
- Report defects in equipment to your supervisor, do not use until it has been repaired and authorised as safe to use.
- Develop a personal concern for all SHE issues, for yourself and others. Liaise with your supervisor on any safety concerns you may have or contact your visiting SHE Advisor.
- Avoid improvising during work activities that could then create unnecessary risk.
- Warn others of known hazards.
- Assist the SHE team by reporting near misses and suggest ways of eliminating hazards and improving procedures.
- Ensure that you have received a site-specific induction, understood the site rules comply with them.
- Look after the welfare facilities provided for you.
- Always be courteous to our clients and members of the Public.
- Never operate plant until you have gained the appropriate training and relevant card / license.
- Always conduct yourself in a fit and proper manner, remember you are representing MV Kelly Ltd.
- If you are requested to attend training, make sure you are well prepared and take your PPE with you.
- Only work-related calls are to be made during working hours.