

Hygiene Control



Arrival and Pre-Checks (Hygiene)



A health questionnaire must be completed and temperature check passed by all visitors/contractors prior to gaining authorisation to access sites



Hands must be washed with soap on entry and exit of each site

Hygiene on Site



Please maintain a minimum 2m / 6ft distance between yourselves and other staff wherever possible



There is a designated visitor toilet which must be used (Traffic Office)



Canteen facilities are not open to visitors during the coronavirus pandemic



Please advise LUXUS immediately if you begin to feel unwell. We have facilities to check temperatures of workers and contractors

LUXUS

Site Rules

ENGLISH LANGUAGE



Applicable to all Hauliers, Visitors and Contractors

All details regarding site safety / facilities are noted in this booklet

Please read this information carefully : it is for your safety and welfare



LUXUS LTD

Bringing new enhanced life to plastics

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Hauliers



Arrival and Pre-Checks



All drivers must park lorry off Luxus site a safe distance away from Luxus gates (min 4m) and report to the logistics/traffic office upon arrival



Drivers are not allowed to walk on Luxus site. If no logistics staff are available in the office, drivers must wait until they return, or go back to their lorry cab. Logistics staff will contact drivers as soon as possible



Only authorised personnel allowed on site



Fluorescent vests, steel toecap boots and gloves are the minimum level of personal protective equipment (PPE) which must be worn on site

When on Site...



All vehicles must observe the one-way system and 9mph speed limit



DO NOT use mobile phones on site



Smoking, drinking of alcoholic and the use of drugs are prohibited on the site



Any passengers or animals must stay in the lorry at all times



All drivers must remove key from ignition when lorry is being loaded/unloaded



Any accident or incident must be reported to the Production/Logistics Manager or Team Leader



Hazard lights on all vehicles must be switched on when on site



All drivers must "toot" their horn prior to passing roller doors or when visibility is restricted.



All vehicles must be fitted with audible reversing alarms. Reversing is permitted only with a banksman

Luxus employees are not permitted to access flatbed areas of trucks by foot (forklift access only). Drivers are responsible for flatbed access by foot



Trailer curtains must be secured correctly at all times, during both loading and/or unloading



Stay alert at all times. Be aware of vehicle traffic, including forklift trucks. Stay a safe distance away from working forklifts while loading/unloading lorry. Drivers should stay in their cab.

Pedestrians



Pedestrian Care : Visiting Drivers



Most drivers will remain in the area of their vehicle (usually loading/unloading areas) and are equipped with the relevant personal protective equipment.

If a visiting driver is in an area likely to be hazardous due to forklift truck movements they should be escorted to a place of safety or stay in their cab.

Pedestrian Care : Forklift Trucks



ALWAYS wear high visibility clothing in vehicle manoeuvring areas



ALWAYS use pedestrian doors, protected walkways and crossings where these are provided

NEVER assume a forklift truck operator has seen you. Stay at a safe distance until you are sure

Remain at a safe distance from operating forklift trucks. Beware that the rear of forklift trucks will swing out when turning

If there is a requirement to approach an operating forklift truck, do so from the side in full visibility of the truck operator. Ensure eye contact is made with the operator and that they acknowledge your presence

NEVER approach a forklift truck until its operation has ceased

NEVER pass under a load being raised by a forklift truck

