

**Thank you for taking the time to read these site rules assisting us to maintain a safe site.**

These instructions form part of West Coast Composting existing terms and conditions of use. Before using the site you must accept and have read and understood the above requirements for using WCC sites and agree to comply with these instructions and other relevant, reasonable instructions issued by the Site Supervisor/ Manager or his representative

If you have any comments to make in regards to the site inform the Site Office/Weighbridge.

Reviewed and amended 05/01/16



Colin Heron - Site Manager.

COTC Holder

IOSH/NEBOSH Tech member.

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**LOCAL COMPOST BY LOCAL PEOPLE**

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**BIOMASS FUEL SUPPLY**  
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**All Enquiries to;**

Colin Heron 07795113434/01946328008

Tim West 07831379354/01946 823706

Site licence No 101717

PAS100 Reg No PR259

[www.westcoastcomposting.co.uk](http://www.westcoastcomposting.co.uk)

## CUSTOMER SITE SAFETY

For All WCC Site users

The following rules and procedures apply to ALL users of WCC sites. They must be complied with to ensure the Health and Safety of all site users and employees. Failure to comply may restrict you or your employers' use of WCC sites. If in doubt, ask the site staff for assistance.

***The minimal PPE must be worn as shown below.***

- **Hi Visibility Vest/Coat**
  - **Safety Footwear (Recommended Steel Mid Sole & toe cap)**
  - **Safety Hats/Helmets**
  - **Gloves**
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- Report to site Office/Weighbridge.
  - Give full details of loads i.e. Waste Type
  - Follow instructions given by staff.
  - Obey all signs and instructions displayed on site.
  - Passengers are to remain in the vehicle at all times whilst on site. (Site specific)
  - Toilet facilities are available on all sites.
  - There is a designated smoking area.
  - Observe site plan for details.
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- **TRAVELLING ON/OFF SITE**
  - Do not exceed the speed limit displayed on site. **5mph.**
  - In difficult weather conditions i.e. fog, darkness, rain, use dipped headlights.
  - Obey all signs and instructions displayed within the site.
  - **Show caution when entering and leaving site, TRAFFIC AWARENESS NEEDED !**

- **UN-SHEETING**

- Sheeting and un-sheeting will be carried out in a designated area.
- Un- sheeting must be carried out in a safe manner away from the tipping area - **on no account are drivers permitted to work at height** without a safe system of work.
- Drivers without ground level sheeting systems must contact the site in advance to get advice on sheeting.

- **APPROACHING THE TIPPING/UNLOADING AREA**

- Flashing Beacons, Hazard lights and Audible reversing systems are to be used after leaving the weighbridge and switched off again when entering weighbridge before leaving site.
- Discharge load only where directed by site staff.
- Take special care when reversing. Watch out for other people, obstructions, unstable ground and machines.

- **DISCHARGING OF LOADS**

- Ensure that all loads are safe to discharge.
- Skip vehicles are to discharge loads with the stabilisers in the **down** position.
- No person is to stand under or work in the area of un-propped or unsupported hopper or tailgate.
- Beware of swinging doors, chains, skips etc.
- Take care to avoid standing on sharp objects, glass, nails etc.
- Under no circumstances are drivers or any passengers to sort through any load.

- NO PERSONS are to get out of the vehicle in the tipping area or any other area on site except for essential duties connected with the discharge of the load.
- ANY PERSONS who are required to leave the vehicle for the purpose of discharging the load should stay as close to the vehicle as possible but being careful of any objects being discharged, and ensure that they are wearing the correct PPE.
- Keep a safe working distance between your vehicle and adjacent vehicles and plant.

- **AFTER DISCHARGING LOADS**

- Ensure that your vehicle body or container is lowered into the travelling position and that all doors, tailboards, tailgates are secure before moving off.
- Check undercarriage for debris DO NOT move the vehicle if found but contact site operator for help by sounding your horn.
- If able, leave the tipping area immediately. DO NOT park on or near the tipping area.
- Report to weighbridge on the way out if your vehicle is required to be weighed off.

- **BREAKDOWNS**

- If you breakdown in the tipping area contact the Machine Operator (sound your Horn)
- Site operators have been instructed **not** to assist with any mechanical problems, your company will be informed of the problem and they must supply breakdown assistance for you.
- Avoid walking across the tipping area
- Report any damage to your vehicle to the weighbridge. **Before leaving site.**

- **ACCIDENT REPORTING**

- All accidents, incidents and dangerous occurrences must be reported to the weighbridge immediately. **NOT AFTER LEAVING SITE!**
- Ensure that all personal injuries are recorded on the accident/incident form available at the weighbridge.
- First Aid facilities are available at the weighbridge.
- *Eye- wash Station situated in the site office.*
- *Spill kit situated at the site office.*
- ***All damages must be reported prior to leaving site. WCC will not accept any liability if damage to a vehicle is reported after leaving the site.***

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***WCC Ltd has entered into the Biomass sector incorporating delivery and drying of the Biomass fuels for both private and business use.\****