

LONE WORKING POLICY



Prior to work commencement

1. Must have PPE overalls, safety footwear etc.
2. Consider risks and hazards associated with the task to carry out. Refer any concerns to the supervisor before commencing work.
3. Take into account any generic risk assessments associated with the work in hand.

Hazards

1. Violence.
2. Falls from heights.
3. Manual handling.
4. Lack of communication.

Control Measures

1. Mobile telephone must be switched on and operational at all times during the working day.
2. Only experienced and trained personnel with no adverse medical history will be considered for working alone.
3. Where it is necessary to work alone, ensure, wherever possible, that someone in the vicinity of the works knows that you are alone and the approximate time that you are expected to complete the job.
4. Where working in unoccupied buildings / grounds, contact should be made at pre-arranged intervals with persons specified by the supervisor or the supervisor.

General Note

Certain jobs will always be carried out with the assistance of at least one other person. These would include:

1. Working on ladders or scaffolding
2. Work in confined spaces
3. Any work involving machinery