

CONTRACTOR SITE SAFETY RULES



Welcome to South Beach Storage

We take the safety and health of our workers, contractors, customers and visitors seriously and pride ourselves on providing a safe and secure site. The following are some general rules that will help keep you, staff, customers and contractors safe during your time with us.

1. Authorised Access Only

If you are provided with an access code that allows you access to the facility. This code is restricted to be used during 6.30am – 4pm Monday to Friday and only to be used by the contact person or a staff member of the business. This code must be used by every vehicle entering and exiting the site (i.e. no tailgating other vehicles).

2. Only Access your area

Your security code will provide you access to the facility. Please ensure you only access the area the member of SBS has, and do not wander about the site. This is for both safety and security reasons, and CCTV cameras are in place to monitor and record movement around the site.

3. Insurance & Sign in

All contractors entering the facility must have relevant insurances including public liability and provide a copy to info@southbeachstorage.com.au. Tenants must inform the office when a contractor is attending site. Contractors are only permitted onsite during 6.30am – 4pm Monday to Friday. Contractors are required to sign in and out at the office.

4. Vehicle / Speed Limits

The speed limit for the facility is 10km/h and 5km/h for inside and undercover storage zones. Your vehicle must not block or restrict access for others, there are two parking bays near the main gate to use. Any contractors caught speeding will be given immediate notice to vacate.

5. Tools and Equipment must be in good working order

If you bring any tools or equipment to perform work onsite, those tools must be in good working order and power tools must be tested and tagged by a licensed person. South Beach Storage accept no responsibility or liability from any injuries or damage sustained by contractors undertaking work on site and you do so at your own risk.

6. Conduct yourself appropriately

Whilst on site, we expect all staff, contractors, customers and visitors to conduct themselves in an appropriate manner. Aggressive or violent persons will not be tolerated; offenders will be given immediate notice to vacate and banned from site. Suspicious or violent activity will also be reported to the Police where appropriate.

7. Children must remain with Parent/Guardian

Although we work to maintain a safe site, it is not a suitable environment for children to explore. Please ensure any children remain with a parent/guardian and are supervised whilst you are on site.

8. Pets

All pets must remain on a lead and always accompanied by their owner. Faeces must be cleaned up immediately and appropriately disposed of.

9. Follow all instructions of the Facilities Manager

The Facilities Manager is on site to help ensure your safety. Please follow all instructions given by the Facilities Manager. In the event of an emergency on site, that may include an order to evacuate.

10. Report all hazards and incidents

If you identify a safety hazard, or in the event of a safety incident, please notify the Facilities Manager immediately on 0417 775 592.

11. Activity Requirements

A summary of activities and requirements are set out below, and without exception all are banned unless approved by the facility manager:

- a. Hot Works - All Hot work is banned on site, except for extra ordinary circumstances. If hot work is approved, a hot work permit is mandatory. Contact the facility manager.
- b. Painting – If approved, appropriate precautions will be required to protect all surrounds from paint drift
- c. Acid washing – Acid washing is NOT permitted on site.

- d. Wet & Dry Sanding – If approved, wet sanding must be contained on site with the use of appropriate absorbent socks, booms, vacuum and dust extraction tools or alternative requirements approved by the facility manager. Items must be placed in a designated area within the facility. Grinding – If approved, appropriate protections from grinding debris will be required and grinding debris must be cleaned up daily.
- e. Working at heights – If approved, all work above 1.8m must be conducted with a permit to work issued by facility manager, JSA is conducted, JSA has determined that it is not practical to complete work on the ground, and either an appropriate harness or certified scaffolding is used.
- f. Enclosed Shed – Any work is strictly prohibited within the enclosed shed.
- g. Forklift – Forklift is to only be operated by South Beach Storage staff.
- h. Electricity – No live electrical work is to be undertaken on site. All electrical work is to be conducted by an electrician approved by facility manager.

12. Smoking is strictly prohibited on site
Smoking, including vaping, is strictly prohibited on site.

13. Hazardous Substances & Chemicals

Any hazardous substances or chemicals that are brought onsite must be approved by the facility manager and you must provide a copy of the relevant Safety Data Sheet (SDS) to the facility manager.

14. We accept no responsibility for any work you complete
South beach storage accepts no responsibility for the work you complete within our facility. You must only perform the work you are licensed to complete. South Beach Storage has the right to remove you and/or your employees from site under certain circumstances.

15. Office

Office open hours vary but are generally from 7am – 3pm, Monday – Friday. The facility manager is available for emergencies outside of these hours. Facility manager can be reached on 0417 775 592

By signing below, you agree to follow all the site safety rules listed above.

Company name: _____

Company Contact Person: _____

Company Contact Number: _____

Directors Name: _____

Directors Signature: _____

Facility Manager
Sam – 0417 775 592

*Thank you for your cooperation and assistance.
By working together, we can help ensure a safe site for the benefit of everyone.*