

## **Visitor Safety Brief**

During your visit, our main priority is your safety. Our aim is always zero injuries and zero harm, and it's everyone's responsibility to make sure we achieve it. The names of every visitor should be recorded when visiting the site, and please display your visitor's badge at all times during your visit.

It's also important that you observe our key safe behaviours:

- If the fire alarm sounds, please exit the building using the nearest clear exit.
- We test our fire alarms every Monday at 10am.
- If you need to exit the building during a fire alarm, please head to assembly point 2: the main car park outside our Head Office.
- If you see any unsafe acts or incidents, please challenge them and report them to your host as soon as possible.
- If you see anything that has the potential to cause injury or harm, please inform your host as soon as you can.
- If first aid is required at any point during your visit, please contact reception immediately and they will be able to assist you.

Important Please also inform your host of any allergies or medical conditions you may have and that may affect you during your visit. We will do everything we can to accommodate them.

