



**Welcome to  
Daiken New Zealand Limited**



# **SITE SAFETY RULES**

*To ensure the safety and well being of all visitors to our site we ask that you read the following and then sign the visitor's book which will indicate that you have read and understood our safety requirements.*

## **1. On Arrival**

All visitors shall sign the visitors register at reception and collect a visitors tag which must be worn in a visible position at all times. At the conclusion of the visit, the tag is to be returned to the receptionist.

## **2. Visitors - not inducted**

Visitors to the plant are to be accompanied at **all** times by a Daiken New Zealand Limited staff member.

## **3. Signage**

Safety signs are placed throughout the site for your information and protection. These are to be observed.

## **4. Walkways**

Visitors to the plant should follow the designated pedestrian walkways.

## **5. Personal Protection Equipment**

All visitors entering the plant must wear safety footwear, high visibility clothing, safety glasses, hearing protection and hard hat. The only areas where this equipment may be removed are in the offices, amenities and areas designated by an orange line.

## **6. On Site Vehicles**

Beware of moving machinery and give way to forklifts, trucks and loaders. Make eye contact with the driver and wait for a signal that is OK to proceed in mobile plants' pathway.

## **7. Visitors Vehicles**

All visitors must park their vehicles in the designated visitor's car parks in the main carpark and adhere to the site speed limit of **10kph**. Visitors needing to bring their vehicles to other areas of the plant may only do so after obtaining a site parking permit from their Daiken New Zealand Limited host.

## **8. Smoking**

Smoking is permitted in designated areas only according to the site policy. This is displayed at reception and on notice boards throughout the site.

## **9. Emergency Evacuation**

In the event of an evacuation you are to make your way to the Muster Point which is located opposite the main staff carpark. Remain at the muster point to ensure that you have been accounted for and until the all clear has been given to return to the building. Do not leave the site.

## **10. Incidents/Accidents**

Any accident/incident occurring, no matter how minor, must be reported to your on-site contact. All accidents/incidents must be recorded on a company form.

## **11. Age Limit**

Children under the age of **15** are not permitted on site.