

## FIRST AID / INCIDENT REPORTING

All incidents, near misses and potential concerns must be reported immediately. Contact Security via telephone by dialling **2001**. There is always a trained First Aid operative on site and the gatehouse will contact them via radio.

### RULES



Smoking is forbidden everywhere on site, with the exception of the dedicated smoke area opposite the gatehouse.

## DSEAR Requirements (Dangerous Substances

### Explosive atmosphere Regulations)

DSEAR puts duties on employers to protect people from fire and explosion risks related to dangerous substances and potentially explosive atmospheres.

To comply with DSEAR the below must be followed on site (within the lined area on the map overleaf):

- Handheld/portable equipment to be used under prearranged control.
- Any hotwork beyond the Gatehouse and Reception/Offices will need additional consideration and permit use.
- Vehicle access is strictly controlled via the Gatehouse.
- No lighters/matches permitted on site.

Potentially explosive atmospheres are identified overleaf on the site map.

## Restricted Access Areas

Areas 58 & 59: due to the nature of the material produced in these areas prohibited access to females.

## EMERGENCY PROCEDURE

If you discover a fire:

- a) Raise the alarm immediately by pressing the nearest 'Break Glass Alarm' Located at every Emergency Exit.  
**Shout "FIRE"**
- b) Do not attempt to fight the fire unless you are thoroughly familiar with the operation of fire extinguishers.  
**Do not take risks – if in doubt, get out!**

The alarms are tested every Tuesday morning at 10:00 hrs. No action is required by you during these tests.

### ALARMS

The site emergency alarm system covers fire and toxic gas alarms with two distinct alarm classes as follows:-

- 1) Fire - (Continuous site wide)
- 2) Toxic Gas - (Continuous in affected plant only, Intermittent site wide)

### Alarm Outputs

#### 1) Site Wide Constant Output – Fire Evacuation

Report to **Main Site Muster Point**, (clock out at the local station if you have a swipe card), and line up at the relevant signs on the boundary fence in the main car park.

#### 2) A) Site Wide Intermittent Output – Toxic Gas

##### Evacuation

Report to the **nearest Local Muster Point**, ensuring all doors and windows are closed. If you are at an office block muster point, clock out to help facilitate the roll call process.

**Do not leave the muster until contacted by the control centre.**

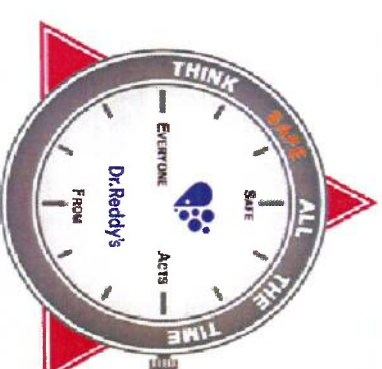
The site security personnel (emergency control) will telephone the local muster points for roll call. Do not telephone the gatehouse. Wait until you are contacted or 10 mins have passed.

##### B) Local Constant Output

Evacuate the area. If the site wide alarm is sounding intermittently, then report to an **alternative Local Muster Point**. Follow the Toxic Gas Evacuation above. If the site wide alarm is sounding constantly, then report to Main Site Muster Point. Follow the Fire Evacuation above



## MIRFIELD SITE SAFETY GUIDE



Dr Reddy's Laboratories (EU) Ltd

Mirfield

West Yorkshire

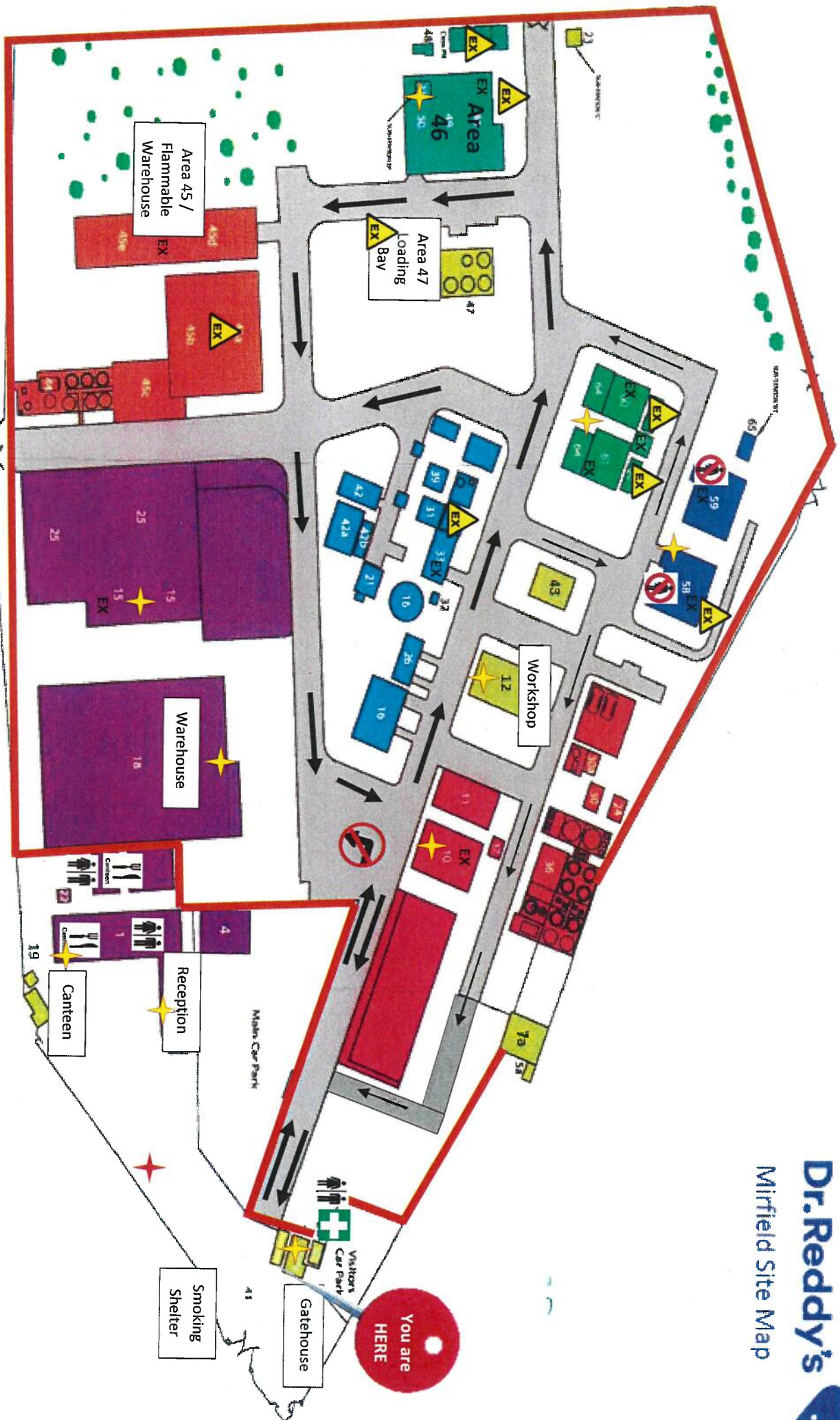
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





Tel: 01924 493861

Our philosophy is: **ALL INJURIES CAN BE PREVENTED**  
For everyone's protection, we do all in our power to prevent injuries. We expect employees and everybody who visits us to do the same.

### PROTECTIVE EQUIPMENT





-  Local Muster Points
-  Main Muster Points
-  One-way system
-  No handheld/portable devices (incl. mobile phones) inside this area.
-  External Hazardous areas
-  Internal Hazardous areas
-  No female access