

BEHAVIOURAL SHE STANDARDS For Employees & Contractors

- 1 Time on Plant
- 2 Team Talks
- 3 Risk Assessment
- 4 Brother's Keeper
- 5 Incident Reporting & Investigation
- 6 Action Management
- 7 Improvement Teams & Planning
- 8 Measurement
- 9 Coaching & Training
- 10 Recognition

Make sure you follow them.
The Highest Standard you can expect
is the lowest standard you set!

Edition 3

Personal Risk Assessment

Before you start work and if the job changes

STOP & THINK ABOUT THE RISK SIXTY SECOND CHECK

Use the following to help you

- Do I have the right documents?
- Am I working on the right equipment?
- Is it properly isolated and safe to work on?
- What other work is taking place close to me?
- What chemicals are in it, could it leak?
- Do I have enough room to work?
- Can I get to it or away from it safely?
- Is the work area clean and tidy?
- Is it hot or cold?
- Is it sharp or heavy?
- Could I fall, or could it fall?
- Could it move and harm me or others?
- Do I have the right tools/equipment and are they in good order?
- Am I wearing the right PPE (as per PTW)?
- What will I do with waste?
- Where is the nearest emergency equipment, showers / eyewash / fire extinguishers, assembly point?

If you can't do it safely...
DON'T DO IT!

ACTIONS TO TAKE DURING A SITE EMERGENCY

If you hear the Site Siren giving warning of a Major Site Emergency, then look out for a gas cloud and follow any Local Emergency Procedures.

If you are in an affected building/area that contains a Toxic Gas Refuge proceed immediately to the refuge close all windows and doors and follow the instructions contained within the refuge, remain within the refuge until given the all clear. Inform Emergency Services Headquarters on tel: 3333 only if you require urgent assistance.

All other buildings/areas follow local emergency procedure.

If you are outside, try to remain upwind of a gas cloud. If you are caught in a gas cloud then move across or at right angles to the wind direction until you are clear.

If you have just left the immediate vicinity of the emergency, make sure someone in the Site Emergency Organisation knows you are safe immediately.

Follow any instruction given to you by Site Emergency Personnel e.g. wearing fluorescent orange tabards, emergency services uniforms.

Keep away from the vicinity of the incident unless you have a specific emergency role and avoid using telephones except for very urgent business.

If you do not have access to information given over the red telephone system it can be obtained by dialing ext. 2999 and listening to the recorded broadcast

RUNCORN SITE

INFORMATION FOR EVERYONE ON SITE

The following basic information for use in the event of an emergency should be known by everyone entering or working on Site in addition to the relevant Local Emergency Procedure.

RAISING THE ALARM

Anyone may initiate the Site Emergency Procedure by telephoning the Emergency Services Headquarters on Ext 3333 and giving simple details of the emergency.

HEARING THE ALARM

The Site Siren Alarm signals are:

1. Major Site Emergency (e.g. "Cloudburst") - 3 x 15 second wailing blasts repeated every 15 minutes.
2. All clear/stand-down - 1 x 60 second blast.
3. Routine alarm test - 1 x 15 second blast every at 1300 hrs each Monday.

**THIS CARD MUST BE
CARRIED AT ALL TIMES**