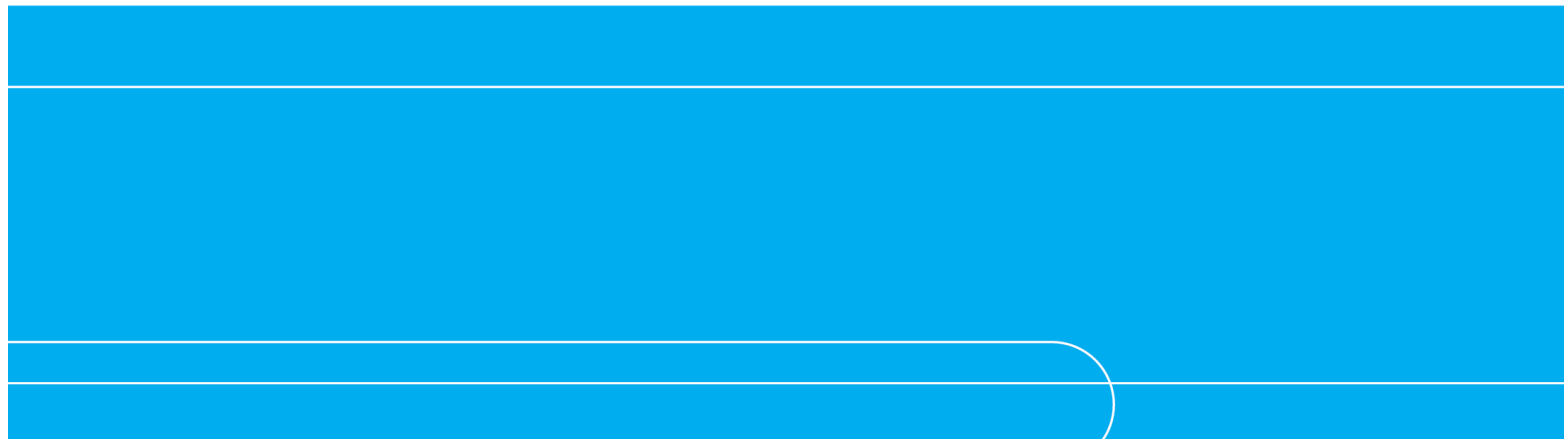


Safe Use of Mobile Devices on Construction Sites

June 2019



VolkerWessels UK Safe Use of Mobile Devices on Construction Sites

Issue 3, June 2019

1. PURPOSE

The purpose of this policy is to demonstrate VolkerWessels UK's (VW UK) commitment to safety by recognising that distractions from mobile devices jeopardise workers' ability to recognise and react to hazards on construction sites. If not actively managed, mobile device distractions can exacerbate these hazards and expose the user and others around them to an increased risk of injury, illness or death.

2. SCOPE

The following rules apply to all persons on VolkerWessels UK sites including employees, subcontractors, suppliers, clients, visitors, and delivery drivers. No exception is given to responsibilities or seniority. These rules must be made clear to all persons as part of the site induction.

3. ABBREVIATIONS & DEFINITION OF TERMS

"Mobile devices" includes - mobile phones, smart phones, tablets (iPads etc.), or any other personal electronic equipment including audio devices such as iPods, MP3/4 players.

"Use" of a mobile phone - includes making or receiving calls, texts, emails, using the internet or any application (app).

4. RULES

1. Only use mobile devices when in a position of safety or in an identified area designated for their safe use. In the event of an emergency, anyone needing to contact the emergency services must still ensure they are in a safe position.
2. The use of mobile devices is permitted when conducting a designated work activity where the device has been approved by the person in charge of the activity and is documented in the risk assessment and method statement or work package plan.
3. Do not use any mobile device whilst undertaking ANY task where use of the device might interfere with the level of concentration required to undertake the task safely. This includes using a device to record information relating to the work activity.
4. Unrestricted mobile device use is only permitted when in site offices / cabins or welfare facilities.
5. Site management reserve the right to prohibit all mobile device use on site, except use in site offices / welfare and in the event of an emergency.
6. Do not use any mobile device whilst walking on a construction site.
7. Do not use a mobile device when working at height.
8. Do not use a mobile device on or near plant routes.
9. Do not use a mobile device within the exclusions zone(s) of any item of plant or vehicle, including loading / unloading activities.
10. Anyone on site driving a vehicle or operating plant, machines, or equipment is prohibited from using a mobile device whilst the vehicle, plant or equipment is in use. This includes the use of hands-free devices.
11. Do not use a mobile device when near flammable vapours or during refuelling operations.

Failure to comply with this policy will be regarded as a serious breach of health and safety procedures. Anyone found in breach of this policy will be excluded from site and employees will be liable to disciplinary action. Any person so excluded may be refused access to other VW UK sites in the future.

5. IMS AUTHORISATION**Document owner approval:**

Adrian Shah-Cundy, CR Director - 03.06.2019

Approval for IMS:

Sarah Howard, Senior IMS Manager - 03.06.2019

Approved for IMS:	IMS Manager	Document owner:	CR Director	Workspace file:	n/a	Page 2 of 2
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