

**C**ONTROL **O**F **M**AJOR **A**CCIDENT **H**AZARDS

**IN THE WAREHOUSE**

To Martin Murray and Jason Hughes.

Your department has within it equipment and goods which could potentially cause a major fire -:

**It is your responsibility to ensure that the following is carried out.**

1. **The gas shrink wrap unit is turned off after use.**
2. **The gas fork lifts are turned off at the end of the working day.**
3. **Gas heating is turned off at the end of the working day.**
4. **All fire exits are kept clear.**
5. **Battery charging area is kept clear, clean and tidy at all times.**
6. **All fire alarms and extinguishers are accessible at all times.**
7. **The warehouse is kept tidy and rubbish bins are emptied regularly.**
8. **Nothing is stored under mezzanine floor stairways.**
9. **All chemicals are stored separately (oxidisers / corrosives) and tidily.**
10. **Ensure only minimum quantities of flammable materials are stored in the warehouse.**
11. **All electric heaters are turned off at the end of the working day.**

**IN A FIRE SITUATION IF SAFE TO DO SO.**

1. **Remove fork lift trucks from the building if safe to do so.**
2. **Remove all trucks from outside the building to top yard if safe to do so.**

**Please inform your people of the danger of not carrying out these safety points.**

**CONTROL OF ALL VISITORS**

**\*\*It is essential that all visitors are signed in and out.**

**\*\*The staff in / out board must be used correctly.**

We must know who is on site at all times.

Smoking is only permitted in the external smoking shelter which is just outside the service and maintenance department and whilst you are inside your own personal car. Smoking is only permitted during your contracted breaks (tea(if applicable) and lunch)

**THIS IS A COMAH SITE AND POTENTIALLY VERY DANGEROUS.**

Martin Murray Jason Hughes