

Staff Safety Responsibility Statement

The following safety responsibility statement applies to all Universal Group staff who works on or about Rail Controlled Infrastructure.

1.	<i>You are required at all times to ensure avoidance of injury to yourself and colleagues and to minimise risk to the environment, railway infrastructure and the travelling public</i>
2.	<i>You are expected to demonstrate a positive and enthusiastic attitude towards safety in all dealings with management, staff, our clients and contractors.</i>
3.	<i>You must ensure that you have been provided with adequate Personal Protective Equipment and that you wear it correctly, keep it clean and have it replaced if necessary.</i>
4.	<i>You are expected to carry out and participate in accident and incident investigation. Any accidents or incidents must be reported in accordance with laid down procedures. Investigation and discussion of accidents, incidents and near misses will be carried out openly and in a 'no blame' culture.</i>
5.	<i>You are expected to participate with relevant input in safety briefings and other team meetings.</i>
6.	<i>You must not commence work unless you have been adequately briefed on, and understand the method of work, site specific risks, local hazards and the emergency arrangements for the site. Check that emergency communication equipment is working correctly.</i>
7.	<i>You must use, or be briefed on, site specific method statements and risk assessments for the work you are undertaking.</i>
8.	<i>Ensure that you work to the sections of the Rule Book applicable to the competencies you hold and the duties you are carrying out.</i>
9.	<i>Only access sites by official access points. Where possible, use authorized walking routes. YOU MUST carry your Sentinel Smart Card or copy of your TVP and always ensure you swipe on and off duty.</i>
10.	<i>Work to the instruction of the person in charge of the work.</i>
11.	<i>Always leave sites safe and free from loose materials.</i>