



Policy:	Lone Working	Reference:	LWSES0044
		Review Date:	03/2023

Purpose.

To ensure the safety of individuals when undertaking tasks and working alone.

Scope.

This procedure applies to all SES Engineering (Newark) Ltd sites offices and all employees.

SES Engineering (Newark) Ltd tries wherever possible to have a non-working alone policy, however on the rare occasion it may be required to request lone working, then this procedure will apply.

References.

- Company Health, Safety and Welfare Policy.
- Health & Safety at Work Act 1974.
- Management of Health & Safety at Work Regulations 1999.
- Workplace Health, Safety & Welfare Regulations 1992.

Definition.

- A distinction must be made between aloneness and a lone worker. It is possible to find yourself alone on a busy site, however you are not a lone worker.
- A lone worker undertakes work specifically intended to be carried out in isolation and may last for some time.
- Working alone is not the subject of any general prohibition. However, we have a duty of care that section 2 of the Health & Safety at Work Act specifies and, to some degree, section 3 to protect others not in our employment and section 7, employees to take reasonable care of themselves.

Procedure.

- There must be sufficient information and training to enable employees to recognise hazards and fully appreciate the risks of working alone.
- The individual must only be competent to carry out the task, but to deal with foreseeable problems and to know when to stop work and seek advice.
- All tasks to be undertaken by lone workers should have been assessed for risks. Additional to the associated risks of undertaking the task, consideration must be given to:
 1. Personal assault.
 2. Communication.
 3. Condition of the workplace.
 4. Remoteness and isolation.
 5. Medical fitness of individuals.
 6. Tools and equipment being used.
 7. A 'worst case' scenario, in case of emergency – has preparation been made to cope with an emergency such as fire, accident illness etc?