



Policy:	Safety Signage	Reference:	SSSES0061
		Review Date:	01/2023

Purpose.

To minimize the risk of injury or ill health to persons through the correct use and placement of safety signs.

Scope.

This procedure covers all SES Engineering (Newark) Ltd sites and offices. Appropriate safety signs and signals will be provided and maintained in compliance with relevant Health & Safety and Fire Regulations.

References.

Health & Safety (Safety Signs and Signals) Regulations 1996.
Road Traffic Regulations Act 1984.
Department of Transport Traffic Signs Manual.
The Noise at Work Regulations 2005.
The Control of Substances Hazardous to Health Regulations 2002.
The Workplace (Health, safety & Welfare) Regulations 1992.

Responsibilities.

- Management is responsible for ensuring that employees receive suitable and sufficient instruction and training on the meanings of safety signs.
- Management is responsible for ensuring that safety signs conform to relevant legislation.
- Management is responsible for ensuring that suitable and sufficient signage is available and posted to warn employees and visitors of the hazards and dangers on site and in the offices.
- Management is responsible for ensuring the maintenance of all safety signage.
- Employees are responsible for complying with the requirements of any signage posted on site and in the offices.

Procedure.

- Risk assessments shall be carried out to determine where safety signs are required.
- Where the wearing of PPE is mandatory, signs shall be installed to clearly indicate the specific areas of concern.
- Safety signs shall be posted at all sites and offices to warn persons of the following hazards:
 1. Correct traffic routes.
 2. No smoking areas.
 3. Falling objects.
 4. Unauthorised access.
 5. High voltage electricity.
 6. First aid posts.
 7. Fragile roofs.
 8. Fire extinguisher type/location.
 9. Fork-lift truck operations.
 10. Lasers/Radiation.
 11. Moving machinery.
 12. Flammable substances.
 13. Ear protection zones.
 14. Speed limits.
 15. Hazardous chemicals/substances.
 16. Visitor reporting area.
 17. Fire exits.
 18. Fire assembly points.
 19. Pedestrian routes.
 20. Instructions to wear PPE.
 21. Compressed gases.
 22. Isolation/Cut-off zones.
 23. Parking areas.
 24. Dusk mask zones.

NB: This list is intended for guidance only and not conclusive.

- All employees shall be trained in the correct identification and meaning of safety signage.
- Safety signs must be complied with.
- Safety signs shall be maintained to be clearly visible.