



Safe Use Of Mobile Phones

This guidance regarding mobile phone use is straightforward and designed to help ensure your safety whilst working on Company business and ensure all Company employees comply with the law:

- Whilst driving any Company vehicle you should not make or receive any mobile phone calls (including text messages) unless a hands free kit is fitted in the vehicle or you use a hands free Bluetooth system. It doesn't matter if it is a business or personal call – the same rules apply. If there is no hands free kit or you don't have Bluetooth. Switch the phone off or put it on divert and return any calls when you have parked and it is safe to do so. If you have passengers in the vehicle, let them take the call.
- Whilst completing any work on site – including laying / spreading material, stop / go operation, banksman, masking ironwork, putting out or collecting signs etc. – switch your mobile phone off and return any calls received when you have completed work on the site and it is safe to do so.

IF YOU ARE DRIVING COMPANY VEHICLES – DO NOT USE YOUR MOBILE PHONE.

IF YOU ARE WORKING ON SITE – DO NOT USE YOUR MOBILE PHONE.