



A joint venture between United Utilities, Costain and MWH

MOBILE PHONE AND PERSONAL ELECTRONIC EQUIPMENT POLICY

Over recent years, the increased use of mobile phones, MP3 players and iPod's have become a major issue for those at work on operational construction sites. Many accidents have occurred where the use of electronic equipment has had a significant influence on the factors leading up to these accidents. Some of these accidents have proved fatal.

In certain circumstances, the use of a mobile phone as a means of communication across and between sites is a necessity and in some instances essential.

To ensure that accidents and near misses do not occur as a result of inappropriate use of electronic equipment during 4 Delivery operations, the following policy has been set:

- The use of mobile phones whilst driving is **strictly prohibited** unless the vehicle is fitted with approved hands free equipment; in any case calls should be restricted.
- Sending Text and E-mail whilst driving is **strictly prohibited**.
- The use of mobile phones, MP3 players and iPod's or similar equipment is **prohibited** whilst carrying out any designated operation on 4D construction sites where the use of a phone has not been sanctioned via a risk assessment or is a key element in the job role being undertaken (as a means of communication in an emergency, for example). This includes the making of and receiving of calls.

NEVER use a mobile phone or personal electronic equipment when:

- Operating plant, machinery or mobile cranes.
 - Working in confined spaces or working at height.
 - Driving vehicles in all directions.
 - When directing or banking plant and vehicles.
- In all other situations, only use your mobile phone when in a designated place of safety and only if it is safe to do so.

Your attention is drawn to the 4 Delivery Health and Safety Policy where the employer and employee duty of care is outlined. The 4 Delivery Health and Safety policy exists over and above this supplemental document.

Failure to observe these rules may result in instant dismissal from site.

Remember - Mobile phones and personal electronic equipment are a dangerous distraction and have caused fatal accidents.

A handwritten signature in black ink that reads "Damian Hackett".

Damian Hackett
Chief Operating Officer
01 July 2008

BE SAFE