

Master copy (in red)		SOP No: 17	
		Revision:	New
		No. of pages:	2
		Issued:	04/09/12
		By:	D.N.
Title:		Accident Prevention Policy	

Prepared By _____

Date _____

Approved By _____

Date _____

1.0 Scope;

This document presents Pandas, policy on the control and prevention of accidents at the site, including the minimisation of any associated environmental impact of accidents.

2.0 Authority & Responsibility;

The facility manager is responsible for ensuring that all Panda operatives are trained and carry out the procedure as required. The Facility Manager will implement this policy.

Operatives and sub-contractors working on site are responsible for complying with the procedure as documented

3.0 Documents Forming Accident Prevention Policy;

- Company Health and Safety Policy
- Safety Statement and Site Risk Assessments Document
- Site Environmental Management System
- Emergency Response Procedures
- Accident / Incident Reporting Procedure
- Training and Awareness Procedures

4.0 Health and Safety Policy;

The Health and Safety Policy describes Panda's commitment to controlling accidents and incidents and ensuring all personnel are protected, including contractors, visitors and the general public. The health and safety policy is communicated to all employees, contractors and visitors and is displayed in main reception area, site canteen and site weighbridge office.

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5.0 Environmental Management System

The Site Environmental Management System specifies the objectives and targets regarding improvement of the site's environmental performance. It includes Standard Operating Procedures that are designed to minimise the risk of accident or incidents occurring during site operations and where these do occur to minimise the associated environmental impacts. These Procedures are as follows.

S.O.P. Title	SOP No.
Document Control	1
Targets and Objectives	2
Environmental Complaints	3
Corrective Action	4
Daily Site Inspections	5
Nuisance Management	6
Emergency Response	7
Unacceptable Waste	8
Communication Programme	9
Training and Awareness	10
Storage of Fuels and Oils	11
Designation of waste to suitable outlets	12
Waste handling and acceptance	13
Spills on Site	14
Rejected loads at destination	15
Metal Recovery from Mattresses	16

6.0 Emergency Response Procedures

An Emergency Response Procedure has been prepared that identifies the responsibilities and immediate and subsequent actions to be taken in event of specified emergency or accident. Incidents that will trigger the application of the Emergency Response Procedures include:

- Fire/Explosion
- Spillage/Release of Oils or Hazardous Waste
- Anything that might result in environmental pollution

7.0 Incident Reporting

SOP No 4 requires all accidents/incidents to be recorded and reported. Details of incident are recorded and provided to the Site Management. The classification of accident/incident is based on severity and the number of lost man days.

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8.0 Training

SOP No. 10 Training and Awareness Procedure requires the training programme to be implemented with records maintained in the Training File.

9.0 Distribution;

Document Control	Master Copy
Environmental Office	Copy
Operations Office	Copy
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