

LAND RECOVERY

MOBILE PHONE AND IN-VEHICLE TECHNOLOGIES POLICY

Land Recovery Ltd and Land Recovery Rail Ltd (from herein all references to Land Recovery Ltd also apply to Land Recovery Rail Ltd). recognises its responsibility to ensure the health and safety of all employees and is committed to reducing the risks they face and create when using a mobile phone and in-vehicle technologies that cause a distraction whilst driving or on site.

The policy requires the total cooperation of all members of management and staff. Whilst it is generally recognised, that the use of mobile phones can be undertaken without undue risks to health and safety, the company will, in accordance with its general duties, make a suitable and sufficient assessment of the risks to the health and safety of our employees, to which they may be exposed whilst using a mobile phone whilst carrying out their day-to-day duties.

These risks will then be controlled 'so far as is reasonably practicable' so that neither the company's employees nor others who may be exposed are put at risk.

General mobile phone safety:

- If you are calling a mobile phone, always ask if it is safe for the other person to respond and offer to call back if not.
- Always switch off your mobile phone if there is a known risk or an explosive atmosphere, such as refuelling equipment.

Whilst undertaking safety critical work and/or near the line:

- Staff shall be identified who need to use a mobile phone whilst carrying out safety critical work on or near the line.
- A mobile phone must only be used when standing still in a place of safety.
- Do not use a mobile phone whilst walking on or near the line.
- Always switch off your phone if you are acting as Lookout/Site Warden/Banksman.
- Personal mobile phones must always be switched off, when working on the Network Rail Infrastructure.
- In an emergency, any mobile phone may be used - e.g. to call the signaller, electrical control operator or the emergency services.

Whilst driving a road vehicle:

It is illegal to use a mobile phone, satellite navigation system, tablet or any other device that can send or receive data while driving.

- The driver must not use or program a handheld or hands-free device while driving a vehicle.
- Stop the vehicle in a safe place before making a call or programming a device.
- Voicemail should be used if it is essential for a driver to be contacted. They should stop regularly to check messages and return calls.
- To avoid distraction drivers should ask passengers to switch off their phones.

Staff will be briefed and regularly reminded of the Phone and In-Vehicle Technologies Policy. Pre-work briefings are to include an instruction to confirm non-essential devices are switched off. Managers are to lead by example and ensure this policy is followed and carried out.

This Mobile Phone and In-Vehicle Technologies Policy will be made available to all staff at induction, via the Company One Drive and on company notice boards. The Policy is available to view by interested parties via the Land Recovery Ltd upon request.

This policy shall be reviewed as a result of significant changes or at least annually as part of the Management Review process defined in the Land Recovery Ltd Business Systems Manual.

Signed



Dan Beecroft

Date

January 2024

Title

Managing Director

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