

					Please read Information for all Visitors before signing	
DATE	VISITOR'S NAME	HOST NAME	VISITOR'S COMPANY	VEH. REG.	SIGNATURE	

Valid on this date only

DISABLED VISITORS: For your safety, please tick the box if you have a mobility problem. This is to ensure that we can respond to your needs in an emergency

VISITOR

May we draw your attention to the information on the reverse of the pass and on the right hand side of the register

Pass No.

GDPR - The data captured here is for the purpose of legal compliance with Health & Safety legislation and with legitimate interest for ensuring the site's safety & security. The data is not further processed and it is stored securely for no longer than necessary.

Health & Safety - All visitors are subject to the Health & Safety at Work etc. Act 1974, Management of Health & Safety at Work Regulations 1999 and Company Regulations whilst on the premises.

Smoking - Please respect the NO SMOKING policy.

Fire / Emergency - In the event of an Emergency, all visitors must leave the premises immediately via the nearest safe exit and report to the designated assembly point. Do not re-enter the premises until you are advised it is safe to do so.

Contractors - Must ensure that any necessary Permit to Work documentation is completed before commencing work.

Accidents / Incidents - All accidents, injuries and near misses must be immediately reported.