

The definition of 'lone worker'

Individuals are alone at work when they are on their own, they cannot be seen or heard by another worker, cannot expect a visit from another worker for some time and / or where assistance is not readily available when needed. Therefore, lone workers are those who work by themselves without close or direct supervision.

Working alone is not in itself against the law and it will often be safe to do so. However, the law requires employers to consider carefully, and then deal with any health and safety risks for people working alone.

The purpose of the lone worker policy

BCM is committed to providing a safe working environment as far as reasonably practical, that meets the needs of our employees. Consideration shall therefore be given to the health and safety implications in respect of lone working.

All employees will be made aware of this policy. Anyone who is or who potentially may be a lone worker shall receive information, instruction and relevant training in respect of all identified hazards and the risks involved.

- It is the responsibility of line managers to coordinate the risk assessment for lone workers in consultation with the HSQE Advisor for that project
- Anyone who is lone working shall be provided with a communication link to the office base, normally a mobile phone
- Anyone who is lone working shall be given the opportunity to be provided with a personal alarm
- Lone workers shall follow all instructions as requested, this will be detailed within the Task Briefing Sheet and associated risk assessment
- It is the responsibility of the line manager to regularly re-assess risks, reporting the time and dates of monitoring and any changes to the HSQE Advisor for that project
- It is the responsibility of the line manager to ensure that workers do not suffer from undue stress as a consequence of lone working

Risk assessment

Risk assessments must be carried out for and by all individuals whose working practice makes them vulnerable and recommendations should be made to eliminate or reduce the risk as far as possible. Risk assessments should include details of:

- Safe entry and exit
- Location - remoteness, transport, parking
- Risk of violence i.e. history of violence from the public etc.
- Safety of equipment for individual use
- Channels of communication in an emergency
- Security arrangements i.e. site safety, alarm systems and response to personal alarms
- Level and adequacy of on/off site supervision

All employees and others working on behalf of BCM are required to comply with this policy. It is briefed and acknowledged by all employees during the induction process, following any changes, and is accessible via SharePoint, noticeboards, and available on request. Subcontractors and other interested parties can access this Policy via the company website or is available on request.

The Directors of BCM are committed to this Policy and are responsible for ensuring its arrangements are implemented and upheld. It will be reviewed annually and revised as often as may be deemed appropriate.

Shane O'Halloran
Managing Director
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