

COMPASS GROUP IRELAND VISITOR SAFETY POLICY

Welcome to the Compass Group Ireland. HSE is our number 1 operational priority and integral to our activities. Please familiarise yourself with our Visitor policy, nearest exits and complete and sign the visitors sign in sheet.

You will be asked to complete a questionnaire before being permitted into our business. Please complete this **truthfully and honestly**. You will not be granted entrance if you do not satisfy the requirements of the questionnaire.

SITE RULES:

- Remain with your host throughout your visit
- You will not be permitted on site if you answer yes to questions 1 - 3 on the sign in record.
- You must sanitise your hands on entering the building.
- You must wash and dry your hands thoroughly at the designated hand wash basin provided as you enter the production areas and regularly throughout the day.
- You must adhere to good personal hygiene and good respiratory hygiene practices.
- You must remove all jewellery upon entering food production areas.
- You may not bring in any equipment that poses a food safety risk.
- Eating, chewing of gum, drinking is not permitted in food preparation/ service area.
- If you begin to feel unwell you must report this to your host immediately.
- Report any accidents, incidents, near misses and hazards to your host immediately.
- Wear the PPE required (see below for more detail)
- Follow all verbal and written instructions and signs.
- Don't touch or attempt to operate any machine, device or equipment unless told to do so (and are sufficiently competent to operate)
- Don't talk to or distract workers operating machines.
- In the case of an evacuation or fire drill please follow the instructions of your host.

If you must go into our kitchen/food prep/ service area you must wear the below protective clothing:

- Disposable protective coat
 - (you may wear your own protective white coat but with a disposable apron over this)
- Hair covering and or Beard Snood (for facial hair)
- Face Mask
- Your own slip resistant shoes (these will not be provided)
- Shoe covers

CONTRACTORS/ DELIVERY DRIVERS

- Outside contractors should have suitable PPE when performing any work. All clothing should be clean (free of dirt, oil etc.) and pose no food safety threat when working in or around food production areas
- Contractors will clean up their area daily or more frequently if necessary and upon completion of their work and ensure that all equipment are removed from the work area. Safety markers should be posted around their work area to alert other people of potential work hazards i.e. floor cones

COMPASS GROUP VISITOR SAFETY POLICY

Date	
Time In	
Name (Print)	
Company	
Contact Number	
Purpose of Visit	

1	Do you have symptoms of diarrhoea and/or vomiting, infected wounds on face/ hands, now or in the past 48 hours?	Yes / No
2	Do you have symptoms of cough, fever, high temperature, sore throat, runny nose, breathlessness or flu like symptoms now or in the past 5 days?	Yes / No
3	Have you been diagnosed with confirmed or suspected COVID-19 infection in the last 5 days	Yes / No

Please tick if you have read & understood the Visitor Policy and confirm that you agree to comply with the site safety rules

Signature	
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Time Out	
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