



Security on Site

The Law

What the law says:

1. Under the law, trespassers have the right to expect not to be put at risk if they enter a construction site, particularly children who are less aware of danger.
2. On larger sites, the CDM Regulations place a specific duty on the main contractor to ensure unauthorised persons do not gain access to the site.

For more information follow the Health & Safety Guidelines 'HSG151' – Protecting the Public

Content and Background

Construction sites contain many Hazards to unaware people and to unauthorised visitors.

Risk to the unaware:

1. Children often find that construction sites are exciting places to play – ensure they cannot gain access after normal working hours.
2. Power tools, plant and equipment may be too tempting if not disabled or locked away; they could be stolen or cause injury to the inexperienced.
3. Hazardous substances which you may be familiar with and use daily may cause serious injury to unauthorised persons; lock them away when not in use.

Dealing with Trespassers

Dealing with Trespassers:

1. Ask suspected trespassers who they wish to see and, if necessary, escort them to site security or to a member of the site management team. If they are genuine visitors, they will not mind being challenged.
2. Ensure that trespassing children are escorted off the site immediately.
3. Do not put yourself in a position where you could be accused of assault.

Please note - If confronted with a trespasser or notice that something has been stolen, notify your Supervisor who will contact the local Police (if required) and the Project Manager / HSEQ Advisor.

Planning/Prevention

Security Guidelines:

- Perimeter fencing should be checked to ensure that it is safe and secure.
- All gates must be closed, secured and locked. Don't leave gates open and unattended.
- If gates are to be left open due to the volume of deliveries then ensure that someone is guarding the gate area, and checking incoming and outgoing vehicles. (Gates that lead directly on to the Rail infrastructure should be closed and locked at all times).



Security on Site

- Plant, equipment and machinery should be removed from site and returned to the storage area, which must be secured and locked when left unattended.
- Vehicles and plant must be secured and isolated where possible. The key(s) must be removed and all doors etc. locked. The plant or vehicle should then be checked to ensure that it is adequately secured and any locking systems have engaged correctly.
- During the shift; keys should not be left with the plant or vehicle, the responsible person/operator should remove the key and after securing the plant ensure that the key is either, in their possession, handed (and signed where applicable) to the responsible Supervisor/Storeman or, secured within the site office/stores.
- Plant and vehicle keys must be returned to the Main Office or Storeman at the end of the shift. Keys must be signed 'out', and upon return, signed back 'in' on the key register.
- Materials should be stored neatly and securely; high value materials should be secured within a lockable storage area.
- Railway type locks, No3, 13, 16 etc must not be used to secure storage areas. Where a lock is required to secure a compound area or storage area where through access is not required to the railway infrastructure then a non-railway issue lock should be used. Where access/egress from and to the railway is required then railway issue locks will need to be used and security adequacy should be assessed.
- Be vigilant in regard to unauthorised persons, record details or take pictures of any suspicious vehicles or persons, and report all suspicious activities and trespass incidents.
- Do not allow anybody to take plant without checking who they are, all off-hired plant must be receipted – if there is no off-hire note/receipt or, the note/receipt is suspect, don't allow the plant/equipment to be removed.
- If you are unsure about a security issue, or you find any defects or short-comings, then raise it with your **BGCL Supervisor/Manager**.

Do not presume that someone else is going to lock it – make sure you do it!

SECURE IT, LOCK IT AND THEN CHECK IT!

If you are in any doubt, ask your Supervisor