

# **AS MARU EHITUS QUICK REFERENCE FOR PERSONS AT THE CONSTRUCTION SITE**

## QUICK REFERENCE FOR PERSONS AT THE CONSTRUCTION SITE:

1. A **visitor** is only allowed to be at the construction site when accompanied by a representative of AS Maru Ehitus. Each visitor must wear a helmet, protective shoes and a high-visibility vest. Each visitor must also wear protective goggles or glasses at locations that pose eye injury risks due to certain solid or liquid substances.
2. A **subcontractor** must undergo safety training prior to attending the construction site and the site manager must receive the corresponding written proof.
3. A **subcontractor** at the site must wear a helmet, protective shoes and a high-visibility vest (or other similar work clothing with reflectors). Each attending subcontractor must also wear protective goggles or glasses at locations that pose eye injury risks due to certain solid or liquid substances. In addition to the aforementioned means of individual protection, each subcontractor should also wear other means of individual protection that are designed to reduce particular risks at the construction site and of which all subcontractors are informed prior to commencement of their work at the site.
4. A **subcontractor** performing work with fire must have the corresponding certificate. Within a 10-metre radius of the location where work with fire is to be performed there must be two 6 kg dry-powder fire extinguishers, this quantity rising to four such units if material in rolls is to be installed. Furthermore, separate supervision of work with fire must be provided for the whole duration of such work and covering the whole location of such work.
5. All persons at the construction site must adhere to the warning, prohibiting and obligating signs installed at entrances and other locations of the site, complying in full with the corresponding requirements.



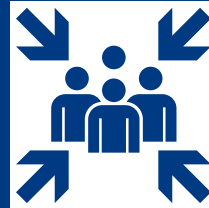
6. Work at heights is any work carried out at a height of at least 2 metres and such locations must be fenced off (obstacle on the foot level, barrier at 50 centimetres and handrail at 1 metre). Alternatively, everyone at such locations must wear safety harnesses that are attached in compliance with the requirements. A person operating a lifting machine must always wear a safety harness.
7. When scaffolding is used, it must be installed in accordance with the installation manual, fastened/supported as required and equipped with suitable barriers and ladders.
8. All ladders at the construction site must be in full working order (no mechanical damage) and protected from slippage when used.

## THE FOLLOWING IS FORBIDDEN AT THE CONSTRUCTION SITE:

1. For anyone to be at locations that are not directly connected with their job assignments.
2. For anyone to smoke at the workplace. There are specially marked and furnished smoking areas at the site.
3. For anyone to consume alcohol and other narcotic substances at the workplace or be at the workplace with residual signs of such substance consumption.
4. For anyone to enter the construction site on foot or in a motor vehicle without having first obtained permission from the site representative. You can only enter the construction site via its gate.
5. For strangers to be at the site.

## ACTING IN AN EMERGENCY:

1. If there is a fire, you must immediately **call the emergency services on 112** and talk to the operator until you have answered all their questions. If possible, you should try and extinguish the fire yourself.
2. Warn your colleagues and notify the site manager.
3. If the fire is spreading or a toxic gas is leaking, all persons at the site should proceed to the previously designated and marked assembly area for evacuation.
4. If another type of accident has occurred, please make sure that any visibly injured person is alive. You must immediately **call the emergency services on 112** and talk to the operator until you have answered all their questions.



5. You must also immediately fetch the site manager, who is trained to provide first aid and can do so without delay.
6. Please keep order at the accident location and restrict access to it. You cannot resume work at the accident location until the site manager permits you to do so.

