

RJ Power has a legal duty of care under health and safety legislation to keep employees and sub-contractors, safe always.

To do this RJ Power has developed robust processes and procedures to enable it to discharge this responsibility.

The company recognises, that despite careful planning and / or changes in circumstances, situations may arise, where staff may have to be a Lone Worker as part of the activities that they are being asked to undertake.

### 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.

Lone 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

RJ Power is committed to providing a safe working environment as far as reasonably practical that meets the needs of its staff. Consideration shall therefore be given to the health and safety implications in respect of lone working.

All staff should 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 Compliance Manager / HSQE Advisor for the specific RJ Power building, office, or site location,
- Anyone who is lone working shall be provided with a communication link either to an office base or Line Manager, 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 associated working documents such as the Office working procedure the Site Risk and Method Statement or the Task Briefing Sheet and associated risk assessments etc,
- 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 Compliance Manager / HSQE Advisor,
- It is the responsibility of the Line Manager to ensure that workers do not suffer from undue stress because 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 when lone working.

These should include:

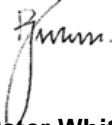
- Safe entry and exit,
- Location, e.g., remoteness, transport, parking,
- Risk of violence e.g., history of violence from the public etc,
- Safety of equipment for individual use,
- Channels of communication in an emergency,
- Site security,
- Security arrangements i.e., alarm systems and response to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

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All employees and others working for RJ Power, are required to comply with this policy to ensure they co-operate and carry out activities in a responsible manner. It is the responsibility of RJ Power management and supervisory staff to ensure that this policy and its arrangements are implemented.

This policy will be reviewed annually and revised as often as may be deemed appropriate by RJ Power and then communicated and explained to all employees and sub-contractors. This policy is available to the public and all other interested parties on request.

**Signed:**



**Peter White**

Chief Executive Officer – RJ Power Group Limited  
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