



2026 SITE SAFETY HANDBOOK

SILVERSTONE CIRCUITS LIMITED

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Introduction

Site safety is paramount at Silverstone Circuits Ltd (SCL). To ensure SCL can maintain a safe working site, it is imperative that all contractors and associated teams understand the site rules and expectation relating to safety and responsibilities when working across site. Any concerns regarding this document and its contents should be raised prior to commencing work onsite.

This document contains health and safety information and is relevant to all contractors who work onsite at SCL. Contractors are responsible for relaying this information to their teams and any sub-contractors.

To fulfil the SCL accreditation process you are required to provide all relevant safety documentation for all activities carried out onsite. This includes the following:

- Risk Assessments
- Evidence of Public Liability Insurance (minimum of £10M)
- Fire Risk Assessment (if applicable)
- Completed Health & Safety Questionnaire
- Sustainability Lead

The above documents can be uploaded to your Team card contractor account.

You are also required to complete the Silverstone Site Safety Induction and complete the small quiz afterwards to gain access to the site. If the induction and quiz has not been completed, your accreditation will not be activated.

Silverstone Circuits Ltd looks forward to working with you and your team.

Thank you for helping us to keep everyone safe.

1. Statutory Requirements

Throughout all phases of the event, including the construction and dismantling periods, contractors are responsible for ensuring that their employees, sub-contractors etc., comply with all statutory requirements for health and safety which are applicable to the type of work in which they are engaged on site.

2. Responsibilities

2.1 SCL Responsibilities

SCL manages the general working environment in preparation for, during and following, the event. We endeavour to provide a safe environment for both our customers and those working at the event. The role of SCL is to:

- Ensure that Event Safety Plans have been developed to provide appropriate site safety management, and resources are in place to respond to any incidents that may occur; and
- Ensure that activities on site are managed and supervised in a manner that provides a safe environment in which you and your team can carry out your own duties.

2.2 Contractor/Exhibitor Responsibilities

It is expected that within the general working environment at Silverstone Circuits, each employer will ensure that they provide safe equipment, conditions, and adequate training to ensure each of their employees is able to undertake their duties in a safe and responsible manner.

Contractors who exhibit are responsible for the safe demonstration of their exhibits. All such exhibits which create a risk to visitors must be risk assessed so that the appropriate controls are in place. Contractors must ensure that equipment being demonstrated does not pose any significant or un-assessed risk to health and safety to any person on site.

Access to any work must be provided at all times for SCL for inspection purposes.

Contractors are responsible for ensuring that their sub-contractors/agents comply with these SCL rules, particularly with regard to the carrying out of risk assessments, method statements, the provision of suitable equipment and the training of staff in using the equipment provided.

All exhibits and demonstrations where applicable must be accessible to all and comply with the Equality Act 2010.

Each contractor must nominate a person to act as a Health & Safety Representative who must be available at all times when work is being carried out on site. This information should be submitted in the H&S Questionnaire.

This person will be the authorised contact for all matters concerning health and safety and should be aware of the regulations related to their work being carried out on site.

The Health & Safety Representative role is to:

- Ensure that any personnel attending the site in connection with your operation have received the appropriate level of induction or briefing relevant to their role on site including the information contained in this document
- Act as key contact for any regulatory authorities or SCL event safety during the event
- Report to the relevant authorities and accident/incident that falls under RIDDOR and ensure that SCL is made aware of any workplace injuries requiring RIDDOR notification
- Ensure that their own workplace has been assessed for hazards, and where necessary, safety controls and safe work practices have been adopted
- Ensure that all persons attending the site under their control have been inducted and are familiar with of their own safe work practices associated with their specific duties

- Ensure that all their activities on site comply with all relevant legislation/regulations/Approved Codes of Practice/Guidance, etc.
- Ensure that they have adequate supply of safety equipment, including hi-vis, personal protective equipment, first aid supplies etc.
- Ensure that their personnel are appropriately trained and qualified and have sufficient experience to undertake their duties
- Ensure that their workplace is safe and maintained at an acceptable standard and does not impact adversely on the environment, or others working around them.

SCL reserves the right to exclude or remove any Contractors, Event Exhibitors/Traders and/or their employees/agents should they feel that work practices or other actions present an unacceptable risk to others on the site, including but not limited to other contractors, SCL staff or visitors.

2.3 Personal Responsibilities for Health and Safety

Every employee/operative must:

- a) Take reasonable care for health and safety for themselves and that of other persons who may be affected by their acts or omissions at work.
- b) Co-operate with his/her employer as far as is necessary to perform any duty or comply with any requirements imposed as a result of any law in force.
- c) Not interfere with or misuse anything provided in fulfilment of a legal obligation, and in the interest of health, safety and welfare.
- d) Comply fully with SCL Health and Safety Policy, Site Safety Rules, and Statutory Regulations.
- e) Ensure correct tools and equipment are used for any job; use safety equipment and protective clothing which are made available in the correct way.
- f) Not use any equipment that they have not been trained to use.
- g) Report any defects in plant, equipment, materials and vehicles, and any situations and operations which might give rise to danger to themselves or others.
- h) Develop a concern for safety, personally and for others; warn new colleagues of known hazards.
- i) Avoid improvisation which entails risk.
- j) Refrain from horseplay.
- k) Set a personal example.
- i) Know and comply with risk assessments and method statements prepared by his / her employer

3. Health and Safety Enforcement Bodies

For construction work e.g., erection of marquees and other temporary structures, the health and safety enforcement is the responsibility of the Health and Safety Executive. All other safety enforcement is the responsibility of West Northants or Aylesbury Vale Councils (dependant on location), through the Environmental Health Service. All Organisations, Event Exhibitors/Traders, Contractors etc., who undertake work activities during the event must ensure that whilst on site, all relevant Health and Safety documentation inclusive of risk

assessments, public liability insurance and method statements (where applicable) is available upon request.

4. General Safety

It is a requirement that hi-visibility vests and/or clothing are worn at all times whilst construction work is taking place, particularly during the build and breakdown phases. Please ensure that you, your staff, and any subcontractors have the appropriate vests/clothing as no one will be allowed to work at the venue unless this is adhered to.

The use of toxic or flammable substances or explosive gases is prohibited unless advanced notification is given to SCL so that the appropriate people can be informed.

Please note onsite generators should be **HVO only**.

Oxy Acetylene is not allowed on site at any time, unless agreed by the Operations Director and/or Health and Safety Manager. Petrol operated equipment is not permitted. Please note that this also includes petrol generators. SCL must be consulted prior to use of such materials and SCL's decision as to whether any amendments can be made to this rule is final. No explosives, compressed gases, chemicals, flammable, dangerous, harmful, or noxious substances may be exhibited or stored on trade stands on any occasion. Access to stands must be provided to SCL authorised persons and enforcing authorities at all reasonable times for inspection purposes.

Children under the age of 16 years are not permitted on site as employees at any time whatsoever and they are not permitted on site as visitors throughout the build-up and breakdown periods.

No animals are permitted into the Venue (with the exception of assistance dogs by prior arrangement). No animals whatsoever are permitted into the paddock or pit lane at any time.

Possession, use of or being under the influence of alcohol or non-prescribed drugs is prohibited whilst working on site. Any person found under the influence of such substances will be asked to leave site.

5. Fire Precautions

Contractors are responsible for checking the basic level of Fire Fighting Equipment supplied by SCL and assessing whether it is adequate for their purposes and for implementing additional controls where necessary due to additional risks.

They must ensure that staff on the Event Site are familiar with fire safety precautions and the position of the nearest fire extinguishers, exits and fire call button provided (where applicable) and should take all necessary precautions to prevent the outbreak of fire. They must also be always aware of the location of all their staff.

Fire Extinguishers must be provided on all catering concessions especially where food is being cooked and there is a direct heat source or any other equipment that is a potential fire risk by

the contractor. The unnecessary discharge of Fire Extinguishers is strictly prohibited, and action will be taken against anyone abusing firefighting equipment.

SCL Contractors working on the site while it is not designated an event site must ensure adequate internal communications to enable them to assemble or evacuate all of their staff in an emergency at times when the site public address system is not operational.

Until the site changes over to an Event Site, SCL will not provide basic firefighting equipment in working areas, each individual Contractor must make adequate provision for the work that they are carrying out. SCL firefighting equipment is phased in throughout the period that the site is an Event Site and coverage is concentrated in the main event areas.

Smoking is not permitted in any enclosed or substantially enclosed area on site at any time.

Rubbish must not be allowed to accumulate in work areas, near or under structures or in any public areas at any time.

Hot Work (welding, grinding etc.) is not permitted within tented structures or enclosed spaces. Dispensations may be granted for work that takes place prior to the main build-up, but permission and a permit to work must be sought prior to any work from SCL.

The use of compressors within tented areas is restricted. Special permission must be sought in advance and may not be granted.

The cooking of food products on Trade Stands is prohibited without prior permission.

Gas bottles are not permitted within structures. They must be stored in a secure enclosure outside of structures.

Generators are not allowed in any structure at any time.

Petrol tools and containers are not permitted within tented structures.

Fire Fighting Equipment, Fire Alarms, Emergency Routes and Exits must not be obstructed. A general Fire Risk Assessment is carried out by SCL, but Event Exhibitors/Traders must inform SCL of any unusual hazards arising from their undertaking. The Regulations require the provision and maintenance of appropriate measures to fight, detect and give warning of fire, and to ensure the safe evacuation of persons and appropriate firefighting provision must be made for work in progress. They must also complete and return the fire risk assessment document contained in the appendix.

If any additional fire risk is introduced within the venue, then a separate fire risk assessment must be completed.

5.1 SCL Fire Emergency Procedure

IF YOU DISCOVER A FIRE: RAISE THE ALARM

- *Call the Fire Brigade by dialling 999 on any landline or mobile telephone. Tell the Operator: **"There is a fire at Silverstone Circuits, Northamptonshire NN12 8TN at location"**. Confirm that the message has been understood before breaking the connection*
- *Then contact security on 01327 320308 and inform them of the fire and its location*
- *Make an attempt to extinguish the fire by using the nearest extinguisher if it is safe to do so –
BUT DO NOT TAKE ANY PERSONAL RISK*
- *Security or the Command Centre will inform an Event, Venue or Duty Manager of the incident*
- *That person will then proceed to the location and become the Incident Manager*

EVACUATION OF STRUCTURES.

- *All structures will be evacuated, and instructions given*
- *Leave the structure quickly and in an orderly manner*
- *All personnel who have no specific duties need to make their way to the assembly point by the safest available route as directed by staff. This is usually outside the main entrance of any structure and will be sign posted*
- *Personnel with duties to perform should carry out those duties as quickly as is possible and without taking any personal risk*

A member of the Events/Venue team (Incident Manager) is to proceed immediately to the Assembly point and take charge.

- *The senior person in each area will generally supervise the evacuation and will; ensure that all persons in their charge have been safely evacuated*
- *They are then to proceed to the assembly point conduct a roll call and identify any staff not accounted for and report this to the incident manager as well as advising any other pertinent information that may be required by the Fire Brigade*

Upon the arrival of the Fire Brigade, the SCL Incident Manager must inform the Fire Brigade officer as to:

- *Whether buildings have been completely evacuated (where applicable)*
- *The location and nature of the fire*
- *The location and quantities of any flammable liquids or gases or of any other potential hazards to fire-fighters*

No-one will be allowed to re-enter the area until told by a Fire Brigade Officer that it is safe to do so.

6. Medical and First Aid

Emergency medical assistance, should it be required, can be arranged with the help of SCL staff or representatives, but contractors will remain responsible at all times for the first aid arrangements for any staff they employ.

Contractors involved in construction activities must always have their own first aid staff on site. Contractors are responsible for assessing their own first aid requirements commensurate with the work being undertaken and providing first aid personnel and equipment as necessary.

The Medical Centre is staffed from 08.30 to 18.00 when there is track activity on site. Arrangements for the F1 British Grand Prix and other large events are different, and you will be advised of the arrangements. There will be no overnight medical cover during the build period. Please check with SCL for medical centre opening times.

If any accident occurs on site causing an injury of sufficient severity to warrant time off or medical treatment, or damage to equipment or property, SCL must be provided with a copy of the Accident Investigation Report. In the event of a fatal or major injury to any person or dangerous occurrence as defined by the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013, the local office of the Enforcing Authority must be informed by telephone immediately 01327 322282 SNC or 01296 585605 AVDC. In the case of a contractor employee being killed or injured this duty is placed on his/her employer. SCL must also be informed immediately, and they will ensure that the Enforcing Authority has been notified. In the event of any accident, incident or near accident, contractors will carry out an investigation as soon as possible. If required by RIDDOR they will confirm details of accidents in writing to the regulatory authority within 10 days on form F2508 and supply a copy to SCL.

7. Welfare Facilities

Where SCL has provided toilets and washing facilities on the event site contractors must ensure that facilities are kept clean and are not abused. Where contractors require office or storage accommodation, this must be provided by the contractor.

8. Late Working

Site First Aid cover is provided while the Site is deemed an event site, but it will terminate when the site officially closes at 18.30hrs. If late working is essential then contractors must submit a late working form which includes the name of the manager/foreman and nominated first aider, with appropriate contact telephone numbers, to SCL in order to gain permission for late working. Request for late working must be made before 17.00hrs; on the day late working is required. The form can be requested through the contractors' SCL contact.

9. Risk Assessments, Method Statements and other Health and Safety Information

Contractors and event exhibitors/traders are responsible for ensuring that risk assessments, method statements, proof of insurance, Health & Safety Questionnaire and all other requested

documents are provided prior to arrival on site and made available to persons concerned. Hard copies must also be kept available whilst on site so that a hard copy is available upon request.

Particular attention is drawn to the need for contractors to make suitable and sufficient risk assessments for their operations. Contractors are required to submit copies of their method statements and risk assessments as soon as possible and prior to any commencement of work. Event contractors are required to submit a method statement for build-up and breakdown of stands and structures. If no risk assessment has been provided for the works being carried out on request (or prior) then all work must cease until it is provided.

10. Hazardous Operations

If contractors are carrying out works that may be hazardous to other persons on site, they must inform SCL and ensure that adequate safety precautions are taken to protect all other persons on site. The works are not to commence until such precautions are in place and until SCL has received and accepted risk assessments and method statements for the work.

Contractors must inform SCL and other contractors working within the area of the nature and extent of the hazardous operations. Express permission must be obtained from SCL before entry into any confined space or work at height involving a specified hazard.

All staff must be adequately trained, experienced, or supervised for the tasks which they are to perform. Hazardous tasks should only be carried out by experienced personnel. An assessment must be made as to what tasks an operative is capable of performing and they must be instructed to limit themselves to those tasks. New staff on site must be instructed in site rules, practices, and emergency procedures. Proof of training may be requested by SCL if there is doubt as to the competence of personnel for the task that they are being expected to perform, particular attention will be paid to high-risk operations such as working at height.

Any contractors wishing their staff to operate forklift trucks, telehandlers, JCBs or mobile elevating work platforms on site must submit a specific risk assessment covering this activity and accompanied by proof of training for that operator.

SCL may at any time request evidence of such training from the operator of this type of equipment.

All crane work must be notified to SCL so that an approved contractor is used for a 'contract lift'.

11. Planning, Supervision, Co-ordination, and Co-operation

Contractors must guarantee that there is always adequate supervision on site to ensure that the requirements of the contractor's own health and safety policy and risk assessments, SCL's health and safety policy and the specific site rules are complied with at all times.

Contractor's supervisory staff and representatives must always set a good example. The contractor will allow for, action and co-ordinate with all other operators who may have undertakings on the site in order to ensure the health and safety of all personnel.

Contractors must inform SCL of any unforeseen dangers that arise out of their own practices or the interaction with other operations. SCL will in turn alert all other affected parties. Any person working on site is free to consult with SCL regarding their own queries or concerns about health and safety.

Contractors must inform SCL of any deficiencies in ground works or structures.

12. Description of Materials and Workmanship

Unless specified otherwise, all materials, goods and workmanship shall be: (i) in accordance with good practice and the latest British or European Code of Practice, and (ii) suitable for the purposes for which they are intended.

13. Temporary Works Generally

Contractors must take adequate measures to ensure stability of structures while erecting and dismantling. They will remain entirely responsible for the design and adequacy of all temporary works required. Due regard must be given to access requirements for structures at a significant height above the ground. Material may not be thrown or dropped from a height, or structures collapsed, unless the area below has been cleared and barriered off.

14. Personal Protective Equipment (PPE)

Hi-Viz should be worn during all build and breakdown as a minimum.

In the UK it is a general principle that employers should assess risks to Health and Safety, and then if the risks cannot be eliminated, they should be controlled by measures other than the use of personal protective equipment (PPE). However, where risks are likely to remain the use of PPE may still be required. Responsibility for deciding upon the PPE required usually rests with employers. However, SCL enforce use of Hi-Vis vests or jackets during all build and breakdown activities as a minimum.

PPE should be provided to all appropriate employees free of charge.

The standard requirements for PPE will be:

- **High visibility vest / jacket** (complying with EN471, class 2 standard), during all build and breakdown activities, or when there is a requirement to be easily seen or identified.
- **Safety footwear** (complying with EN150 20345 – S3 classification) incorporating impact resistant toe caps and insole protection, to protect from injury from objects landing on the foot, or from standing on sharp objects. Rigger boots are not acceptable as they do not provide the required level of ankle protection on uneven surfaces.

- **Safety helmets** appropriate for the possible risks or the task being carried out, fitted with a suitable chin strap if necessary. Safety helmets must be worn during all construction and erection work at a raised level as well as all during all crane work and during the movement of materials (including loading/unloading of lorries, use of forklift trucks, the building of temporary structures, etc.).
When the site is an event site the wearing of safety helmets is not mandatory but imposed for any operations that involves work above head height. This includes persons in the vicinity of the work, not just persons carrying it out. If work is being conducted using a tower scaffold or on a raised walkway, the persons below must wear helmets. Suitable warning signs will need to be posted, or the area cordoned off.
- **Fall arrest safety harnesses**, must be worn when working at height including where proper guarded working platforms cannot be provided or for work on forklift truck mounted work cages or from cherry pickers. Harnesses should be appropriately secured.
- **Gloves**, to protect hands if necessary.
- **Eye protection**, from general dust/grit or when using cutting tools etc.
- Any other specialist personal protective equipment which may be required for specific tasks (e.g. welding facemask, fall arrest safety harness)
- **Noise Protection**, during track activity the site will be subject to increased noise levels. In particular, F1 or MotoGP activity. SCL expects contractors to ensure that ear protection is available for all team members.

Whenever possible, the standard requirements above will be reduced by alternative mitigation or risk elimination if it is safe to do so.

15. Plant, Tools and Machinery

Contractors are responsible for ensuring the suitability and condition of all plant, tools, equipment, and PPE, and for ensuring compliance with PUWER 1998 and PPE Regulations 2002. Contractors are also responsible for ensuring that the above are properly checked, inspected, and maintained. All equipment that may give rise to significant risk is to be inspected and tested before it comes on site. Proof of inspection must accompany the equipment and will be checked if SCL are in doubt as to the suitability of the equipment.

Work equipment must be maintained in good repair and in an efficient state. Any equipment which becomes damaged must be withdrawn from use. Saws and other similar equipment must be mechanically guarded. Only qualified, competent persons are to use, erect, install, etc., any equipment. Proof of training may be requested by SCL if personnel are not using equipment in a competent manner.

All portable electrical appliances must be PAT tested and proof of inspection available to show its current maintenance status on request.

16. Roads and Traffic

Contractors must not block roadways. If a road needs to be temporarily closed (e.g., to allow crane operations or movement of structures and equipment near the road) this must be pre-arranged with SCL.

There is a blanket speed limit on site of 20mph (with the exception of the paddock and outside the Silverstone Interactive Museum where it is 5mph). This speed limit is for normal day to day operation NOT when the events are live. **The speed limit for a live event is 5mph.** This speed limit will remain in force at all times while there are public on site.

Transgressions of the site speed limit may lead to prohibition from the site. Please note that the normal rules of the road apply on site as all the access roads fall under the Road Traffic Act 1988. All traffic signs, signals must be complied with. Lorries and other large vehicles (vans etc. with restricted rear vision) are not permitted to reverse without a banksman being in attendance. Banksmen should be provided by the Company responsible for the delivery. Drivers (including drivers of forklift trucks and other MWE) must not use walkie-talkies or mobile phones while their vehicle is moving unless they are using a hands-free device. They must wear hi-vis at all times.

A seatbelt (where provided) must be worn at all times when operating any kind of vehicle, including plant and forklifts.

No vehicles, including scooters, are allowed in the trade mall / Entertainment Zones / High Density Pedestrian Areas when an event is 'live'.

16.1 Golf Buggies and Scooters

- Persons who need to drive a buggy or scooter must be in possession of a valid driving licence and over the age of 16
- Buggies and scooters will be permitted on the event site excluding during the F1 British Grand Prix. All buggies and scooters must be marked up with contractor's company name clearly visible for identification purposes
- Buggies and scooters are only to be driven by employees of the contractor, and they must hold a full current driving licence, which should be available to be produced when requested by SCL
- The contractor remains responsible for any accident, damage, loss, or injury resulting from the use of buggies and scooters and must ensure that their third-party public liability insurance extends to this use.
- Drivers must observe the normal rules of the road, including wearing a seatbelt at all times (where provided).
- Those riding scooters or motorcycles must wear helmets at all times
- Buggies must have a speed limiter set to maximum of 12 mph or a speedometer and key control. The tampering of buggies to increase their speed is strictly forbidden
- The buggy/scooter together with the driver must be covered by the contractor's insurance to drive/ride said vehicle on site
- Buggies not fitted with front and rear lights must not be used outside the hours of daylight

- The parking of buggies and scooters is restricted to the scooter parks or reserved space within the contractors' area and must not interfere with the flow of traffic including deliveries and refuse collection
- Electrical charging points inside the site for electrical vehicles are available outside both National and International Paddocks. Please note that these are on a first come, first serve basis
- No mini-motos are allowed on site unless part of public entertainment. They must not be driven around the circuit at any given time
- Under no circumstances must buggies/scooters be driven/ridden by anyone under the influence of alcohol, and non-prescribed drugs
- E-scooters are prohibited across the entire site including the paddocks

17. Fuel & Fuel Storage

Petrol & Diesel storage should be kept to a minimum. Where fuel storage is necessary all fuel should be stored in EURO STANDARD containers and stored in a secure area outside of the garages.

17.1 Fuel Storage

The storage of all fuel including LPG must be controlled to reduce the risk of fire and/or explosion. This includes maintaining a designated secure fuel hold or storage area including a designated fenced off area for storage of LPG cylinders. Distribution of containers/cylinders must then be allocated to external storage areas of garages in smaller quantities. Teams must only use one cylinder/container at a time, with empties removed on a regular basis.

Organisers and teams, when storing and using Petroleum Spirit must ensure the following:

- All petroleum spirit must be stored in metal containers complying with the relevant European Standard, away from any source of ignition.
- Containers must be marked "Petroleum Spirit - Highly Flammable."
- Quantities of Petrol and Diesel should be kept to the minimum needed. This would include and be limited to;
 - 3 x Steel Jerry Can
 - 1x 200L barrel as part of a whole dispensing system, replaced once empty and removed out of the garage.

Maximum quantities must be adhered to unless prior permission has been granted by SCL in advance of the event.

- All Teams must provide details of fuel handling and storage in their risk assessment.
- Petrol is to be used as a fuel only and not for any other purpose.
- All vehicle refuelling is to take place in the open air. Smoking and any other sources of ignition, including live electrical items, must be prohibited and a safe area should be enforced with an operative on standby with a fire extinguisher.
- Refuelling operatives, including those standing by with fire extinguishers, should ensure they are wearing protective clothing, including gloves and eye protection.
- All empty containers must be removed from the Venue after the Event

- No welding must take part in the garages without first submitting a risk assessment and receiving a permit to work. No oxyacetylene welding is allowed on site.
- Attention is drawn to the Petroleum (Consolidation) Act 1928, (as amended by DSEAR 2002), and the Petroleum Spirit (Motor Vehicles) Regulations 1929 and Petroleum Consolidation Regulations 2014.
- Organisers are reminded that fuel is available for sale at the Venue. As such it is unnecessary for competitors to carry large quantities of fuel inside vehicles, unless vehicles are using specialist fuels
- Where designated fuel suppliers are provided for a championship full details and documentation must be provided to SCL in advance. Fuel providers are to set up only in areas pre -agreed with SCL where possible outside of the main paddock)

Organisers, teams, and contractors, when storing and using Liquefied Petroleum Gas (LPG) Refillable Cylinders must ensure the following:

- Cylinders in use should be located in the open air, but where this is not possible, they should be positioned so that there is adequate ventilation at low level to the open air.
- Quantities of LPG should be kept to the minimum needed. and stored in correctly labelled cylinder locked within suitable cage.
 - Max cylinder size 50kg

Maximum quantities must be adhered to unless prior permission has been granted by SCL in advance of the event.

- Warning signs must be displayed indicating the presence of LPG and prohibiting smoking and the use of naked flames.
- Appliances/equipment using LPG should be installed, commissioned, and regularly maintained in accordance with the manufacturers/suppliers' instructions.
- Regular inspections for leaks should be carried out. Naked lights/open flames must not be used for this purpose.
- Empty cylinders should be treated in the same manner as full ones but should be kept separate, and the valves should be closed.
- Cylinders should be used with the valves in the upright position.
- Cylinders not to be changed in the presence of naked lights/open flames.
- Pipework should be rigid metal, but the final pipe connection to the appliance may be of purpose made rubber hose which must comply with BS3212. This must be replaced before the date printed on it. Hoses should be kept as short as possible.
- Clips should be used to hold the rubber hose onto the fitting instead of just pushing the pipe on.
- Each and every LPG supply must terminate immediately with an accessible emergency shut off valve before the appliance.
- Regulators should comply with BS 3016 or BS EN 12864 and be correctly matched to both the type of gas and the appliances in use.
- All fittings and threads which connect to the cylinder must be clean and undamaged.
- Sealants must never be used.

- Where spanners are in use, they must be those produced for the purpose (e.g. Calor Spanner).

18. Electricity and Services

When a contractor uses a 3 phase supply the installation must be tested by their own electrician and "Completion Certificate" issued in accordance with BS 7909.

This certificate should be given to the Venue Services team/Estates and Facilities team, they (or the nominated contractor for SCL) will then carry out a short visual inspection to ensure that all items comply with BS 7909. Where a contractor cannot test and issue a certificate for their own installation then Blue Penguin Electrical can provide this service at a cost, but we need to identify these situations in advance in order that all procedures are being adhered to.

Petrol portable generators of any voltage are not permitted on site.

All electrical equipment used on site must have been PAT tested by a competent person. Proof of inspection must accompany the equipment and will be checked if SCL are in doubt as to the suitability of equipment.

All 240v portable tools must be double insulated (Class IIB) or all-insulated (Class IIA). Class 0 (illegal in the UK) and Class I (earthed only) 240v tools are not to be used on site.

Industrial or rough use plugs, sockets and leads must be used inside buildings (BS 4343 or BS 1363A), standard domestic plugs and leads must not be used (BS 1363). Leads, plugs and sockets used outdoors must comply with BS 4343 or BSEN 60309 (construction standards). 110 volt or battery powered equipment is to be used for any outdoors work.

Contractors are responsible for providing their own 110-volt power tools and leads and transformers. All 110-volt equipment is to be protected with a secondary winding centre tapped to earth.

Any equipment which becomes damaged must be withdrawn from use, particular attention should be paid to leads and equipment casings. If such equipment is found in use it will be confiscated.

Trailing leads are to be kept as short as possible and protected from damage. Under no circumstances are trailing leads allowed to cross general traffic routes, either pedestrian or vehicle. Where cables cross walkways or traffic routes they must be suitably contained and protected. All cable containment should prevent trips and falls. It is not acceptable to lay cables in 'yellow jacket' cable covers.

All Electrical Installations are to be installed and tested by a suitably qualified electrician and checked in accordance with the requirements of the Electricity at Work Regulations. All installations are to be carried out in accordance with IEE regulations.

There is the standard charge for power as per the tariff and that covers the inspection by our electrician of the installation. There are two standards and it's up to the installer to follow the correct standard for the install. BS 7671 or BS 7909 both require a certificate. As the installer it is completely up to the competent person how and which standard is followed according to his install. This will be validated by the SCL electrician.

As there are numerous underground cables and services SCL express permission must be obtained before any staking, including the driving into the ground of tent pegs or posts, or any excavation below ground level is undertaken.

19. Working at Height

Work is not to be carried out at a height if it is reasonably practicable to carry out the work in some other manner (e.g., by bolting a roof together on the ground and then lifting it into position).

Where work does have to be carried out at a height it must be subject to a risk assessment and it must be properly planned, appropriately supervised, and carried out in a safe manner. Some of the aspects that planning must include is ensuring that the most appropriate work equipment is selected for the task, that all operatives are competent to work at heights and that measures are taken to prevent persons falling from a height liable to cause personal injury. If the measures taken do not eliminate the risk of a fall, then measures should be taken to minimise the consequences of a fall. Collective measures for ensuring safe work at a height should be given precedence over personal protection measures. Safe working platforms should be used wherever possible.

Where a risk of injury due to falling exists from any working platform, access route or stairway, then guard rails or other suitable barriers are to be provided. This includes part erected or dismantled structures.

Forklift mounted work platforms must be operated strictly in accordance with HSE guidance notes and inspected before use.

Scaffolds and working platforms shall be in accordance with the Work at Height Regulations 2005. Any person, other than a scaffolder carrying out work as instructed, who removes guard rails or warning notices without a permit to do so will be removed from site. Inspections to scaffolding (including towers, grandstands, and rostrums) are to be carried out after erection, at weekly intervals, after any alterations and after extreme weather. Inspections are to be by suitably qualified persons and all results recorded. Access scaffolds must be conspicuously marked as safe to use (or otherwise), e.g., by use of Scaff-tags. Tower Scaffolds must be erected by competent personnel and strictly in accordance with the manufacturer's instructions (which must be available). Where applicable, stabilisers, guard-rails and toe-boards must be fitted. Debris and materials must not be thrown or dropped from scaffolds or structures, provision must be made for a suitable safe method such as a rubbish chute or suitable lifting device.

Ladders are not recommended for use as a working platform, alternatives should be found. Ladders are not to be used for work at height unless a risk assessment has demonstrated that the use of more suitable work equipment is not justified because of the low risk and the short duration of use. Ladders and step ladders are to be used in accordance with HSE guidance note GS31. Painted wooden ladders and defective ladders must not be used. All Ladders are to be inspected prior to use. The top of traditional step ladders is not designed to be stood upon, and this practice will not be allowed on site.

Where suitable working platforms cannot be provided, alternative protection such as safety harnesses (assessed and fixed to a suitable anchorage point) or safety nets must be provided. Head protection is mandatory at any time where overhead rigging or mobile elevated work platforms (Scissor lifts) are being used. A lifting plan must also be submitted together with RAMS.

Suitable harnesses must be worn at all times for those operating or working from 'cherry pickers' or 'sky cranes/lifts'. There must also be a rescue plan provided with the risk assessment.

Where roof access is required a permit to work must be sought from SCL.

20. Lifting Operations

Lifting equipment must be of adequate strength and stability, including all attachments used for anchoring, fixing, or supporting loads. Lifting operations must be properly planned and supervised; equipment must be marked with its safe working load and characteristics necessary for safe use and accompanied by certification. Adjacent areas to the lift should be protected prior and during the lift. A lifting plan must be available on request. Test certificates must be available for all lifting equipment. This includes shackles and slings

Where a specialist or difficult lift is required, this must be carried out by a specialist contractor as a 'contracted lift'. Crane Operations must be carried out under the direct supervision of a competent person, who must ensure certification and stability of equipment in use and training of personnel. Personnel not involved in a Crane Operation must be effectively excluded from the area beneath the jib and the load using barriers, cones, or personnel. If this is not possible during normal working hours, the lift must be carried out outside of those hours. Operatives attending a lift must wear safety helmets. A safe system of work must be provided for operatives involved in all crane operations. For example, with the lifting and positioning of cabins, the use of bottom slings negates the need for operatives to climb onto units. A lift plan must also be provided.

21. Occupational Health

All employers are required to have suitable arrangements to identify and manage any occupational health risks to their workers, which may arise from the work activities. The capabilities of workers must be considered particularly for higher risk activities such as work at height, manual handling, and noise exposure and plant operation.

The occupational health considerations are outlined below.

21.1 Manual Handling

The lifting, moving, and carrying of loads can give rise to injuries. There will be risks to the health of workers from activities such as lifting equipment, carrying loads, pushing loads on trolleys across uneven ground, and laying cables.

Potential Hazards:

- Back injuries, muscle strains, cuts, bruises

Controls:

- Employers should eliminate manual handling tasks if possible.
- Employers should assess remaining tasks, to identify ways of reducing the risks (The assessment should focus on the key subjects of: Task, Load, Working Environment, and Individual Capability)
- Employers must also provide suitable training based on the requirements of the assessment.

21.2 Hazardous Substances

Where hazardous substances are used at work, employers must ensure that they protect their workers (and others who may be affected) from harm. Contractors should eliminate the use of the harmful substance or substitute it for one that is less harmful. Where it is still necessary to use a substance which is hazardous, the risks should be assessed, and SCL informed.

The assessment should consider the information from the safety data sheet for the substance. This will indicate the type of hazard from the substance (e.g. flammable, carcinogen, irritant, toxic etc.). The contractor should then consider the circumstances in which the substance is to be used and decide the most effective methods of control to prevent harm. The use of Personal Protective Equipment should be the last resort if other methods are not reasonably practicable.

Specific precautions will be required where liquid fuels such as petrol and diesel are handled. SCL must be informed about any fuels being brought to venues, so that the arrangements for delivery, storage, and handling can be reviewed. Workers must be trained in the safe handling of fuels, and quantities at SCL should be minimised. Firefighting procedures should be known, with the correct firefighting equipment available, and a means of raising the alarm. Contractors bringing fuel or other substances to venues must also bring sufficient equipment to be able to deal effectively with spillages, to contain any spillage and prevent damage to the environment.

21.3 Asbestos

Asbestos was extensively used as a building material in the UK from the 1950s through to the mid-1980s. It was used for a variety of purposes and was ideal for fireproofing and insulation. Any building built before 2000 (houses, factories, offices, schools, hospitals etc.) can contain asbestos. Asbestos materials in good condition are safe unless asbestos fibres become airborne, which happens when materials are damaged. Asbestos is the single greatest cause of work-related deaths in the UK.

Asbestos fibres are present in the environment in Great Britain, so people are exposed to very low levels of fibres. However, a key factor in the risk of developing an asbestos-related disease is the total number of fibres breathed in. Working on or near damaged asbestos-containing materials or breathing in high levels of asbestos fibres, which may be many hundreds of times that of environmental levels can increase the chances of getting an asbestos-related disease. People who smoke and are also exposed to asbestos fibres are at a much greater risk of developing lung cancer.

Those in control of premises and work activities have a duty to manage asbestos and the potential for exposure to it. With very few exceptions, work which could disturb asbestos has to be conducted by licensed contractors and the statutory requirements and associated standards applying to designing, planning and executing such works need to be strictly observed. SCL hold an asbestos register which logs all present asbestos onsite. Please refer to your SCL contact if your activity involves any building works on the permanent structures onsite.

21.4 Noise

Where workers are likely to be exposed to noise at or above the "action levels" (e.g. a daily exposure of 80 dB(A) or more), then the contractor should carry out a noise assessment. The purpose of the assessment is to determine whether the noise can be eliminated or reduced, and whether any other measures can be taken to reduce the noise exposure of employees without having to resort to personal hearing protection.

As a last resort, the assessment may indicate that personal hearing protection may be required, in which case suitable hearing protection should be issued to employees.

21.5 Vibration

Hand-arm vibration syndrome (HAVS) is associated with the use of hand-held power tools and can result in significant ill health (painful and disabling disorders of the blood vessels, nerves, and joints). Under the Control of Vibration at Work Regulations 2005 employers have a duty to assess and identify measures to eliminate or reduce risks from exposure to hand-arm vibration to protect employees from risks to their health.

Where the risks are low, the actions required may be simple and inexpensive, but where the risks are high, they should be managed using a prioritised action plan to control exposure to hand-arm vibration. Eliminating the processes that can result in exposure to hand-arm vibration or substituting with one which results in less exposure are the best ways of dealing with hand-arm vibration exposure. This should be considered during the risk assessment process. Selecting equipment that reduces exposure to vibration can help significantly. Organisational measures, such as job rotation, can also be useful.

21.6 Welfare Facilities

All workers must have access to suitable welfare provisions. This will include lavatories plus hand washing facilities that should be large enough for the worker to also clean their forearms. There should also be a suitable supply of drinking water, a place to rest/sit down at breaks and somewhere to eat provided by employers.

Where SCL has provided toilets and washing facilities on the event site contractors must ensure that facilities are kept clean and are not abused. Where contractors require office or storage accommodation, this must be provided by the contractor.

21.7 Pregnant & Nursing Mothers

Employers should ensure that there are suitable rest facilities for new and expectant mothers. Risk assessments should also take account of this, and a range of other issues to ensure that no additional risk is posed to their health or the health of the unborn child from work activities.

22. Mobile Work Equipment

No employee is to be carried by Mobile Work Equipment (MWE) unless it is suitable for carrying persons and incorporates features to reduce risks to as low as is reasonably practicable. MWE must have facilities to prevent them being started by an unauthorised person. Any operative found to be using MWE without permission and training will be removed from site. Small, counterbalanced, forklift trucks (FLT) must be fitted with a windscreen, a carriage guard or an interlock preventing carriage movement unless the driver is seated and seatbelts must be worn where provided. Where the fitting of these devices is impracticable on large or rough terrain FLT's, then seat belts must be used by the driver. An IPAF licence must be provided for all working at height on machinery. No MEWP must be elevated beyond its safe working height.

23. Housekeeping

All work and storage areas must be kept clean and tidy. All contractors and staff have the responsibility to ensure that items are disposed of with care.

Every person on site is responsible for keeping control of personal litter. Materials held on site must be kept to a minimum as there is restricted space for storage. Materials must not be stored where it will block access, vehicle, or emergency egress routes. Main aisles or thoroughfares must be kept clear at all times. Waste packaging must not be allowed to blow around site.

Materials must not be stacked to an excessive height. Steel and nylon banding used to contain bundles of materials must be safely disposed of. Materials must be removed from site when finished with.

All work on stands must be completed before the event goes 'live' and all materials and debris must be removed by this time. If materials and debris are not removed, then they will be removed by SCL's Contractor, and the applicable Contractors be charged accordingly.

The Contractor shall not use any unauthorised area for storage. The Contractor shall ensure that materials and equipment stored on site are stored to prevent damage to the site and minimise hazards to persons, materials, and equipment.

24. Children

For health and safety reasons, children under 16 are not permitted on site during the event build or breakdown period. For reference, any children on site are the responsibility of the parent or

guardian bringing them into the circuit and must be always supervised. No children are permitted into the Paddocks when operational.

25. Waste Management

Contractors are encouraged to reduce waste generated through packaging via their supply chain by recycling where possible and sourcing responsibly.

Recycling facilities are now available at the circuit. Please ensure that the bins are used correctly so that we can recycle efficiently at the circuit.

Any contractors wishing to use the compactor area will need to obtain authorisation from venue management as any unauthorised tipping will be prosecuted.

All waste contractors

26. Working in the Wing

The regen kitchen roller shutter doors in halls 1, 2 and 3 form part of the fire strategy in the Wing and ensure fire separation. They cannot be used as open walkways without a risk assessment and authorisation from Venue Services or the Health & Safety Manager.

27. Damaged Structure Reinstatement

Where damage occurs to any structure (including fencing, road/pavements, bollards, signage, and toilets) reinstatement shall be affected by the Contractor so as to match a condition reasonably comparable to the structure's pre-existing condition. If SCL rectify the damage, then the cost of reinstatement will be borne by the contractor.

28. Contamination of Soil and Water

Any accident caused by the Contractor which causes the contamination of soil and water at Silverstone MUST be immediately rectified by the Contractor in accordance the Environment Protection Act (1990). The venue management must be immediately notified of any contamination or accidental spills. If SCL deal with the spillage/damage, then the cost of clean-up/reinstatement will be borne by the contractor.

29. Counter Terrorism Measures

You and your vehicle may be subject to a search before entering the venue. We ask that you cooperate with the security team if you are asked. We request that you do not bring anything on to the venue any prohibited items including but not limited to chemicals of any kind, glass bottles, laser pens, weapons, or any offensive materials in whatever format.

Due to recent worldwide events and as part of our hostile vehicle mitigation measures, we need to strengthen our management of vehicles onsite much more effectively. We appreciate that vehicles are required to access and service all areas on site, but the requirement to control how that is achieved is one that has to be seriously considered. As such the below sets out the minimum standards and considerations each business and organisation that provides services for the event should have in place.

The contractor/organisation:

- Must have vetted all drivers on site and the employer should have a copy of the driver's driving licence (applicable to the vehicle they are driving)
- All drivers should be briefed to ensure:
 - That under no circumstances must the driver of the vehicle leave the vehicle unattended with the engine running at any time, regardless of the length time
 - When driving on site, keep the driver's door locked
 - They are aware of the lost key and stolen vehicle procedure
- Ensure all vehicles that drive on site during the Grand Prix must:
 - Display the correct pass at all times
 - Be locked when not in use
 - Only be parked in designated areas
- Ensure speed limits during the event are kept to a minimum and up to a maximum of 20mph when there are no public on site
- Any required servicing of trade areas must be done before gates open or one hour after the end of the race
- Implement a Key/Vehicle Management system

The addition to the above please note:

- Vehicles will **not** be allowed to access the perimeter road without the correct pass
- With the exception of the emergency services under blue lights no other vehicles are allowed in the main public areas during the event. These areas are:
 - Entertainment Zones
 - Concert areas
 - Food courts
 - Trade areas
 - Crowd on perimeter road for track incursion closed off

All unauthorised vehicles parked on the perimeter road, or anywhere inside or outside the pay line will be removed from site. There will be a recovery fee of £200, which must be paid before the vehicle is collected.

Vehicles may be searched at any time so please cooperate with any requests.

30. Key/Vehicle Management

There must be an effective key management system in place. Whereby keys are signed in and signed out to authorised drivers only unless the vehicle is fitted with an immobiliser which only the driver knows how to use. Vehicles hired through SCL must always be signed out every time a new person is driving via the QR code on display in the vehicles.

31. Lost keys

If you lose your vehicle keys then please inform Security immediately giving the location/grid reference, registration number and a description of the vehicle. Return to the vehicle and wait

for assistance. Do not leave the vehicle unattended. If you have a spare key, then you must make arrangements to get the key ASAP to remove the vehicle from site. Until the keys are found then the vehicle cannot be used. Once reported to Security arrangements will be made to disable or recover the vehicle.

32. Stolen Vehicles

Please report any stolen vehicles to Security immediately giving the grid reference of where it was last seen, registration number and a description of the vehicle.

If you see anything suspicious, please report this to Silverstone Security on 01327 320308.