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Example content:

[REDACTED]	[REDACTED]	[REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED]	[REDACTED]

SAMPLE

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SAMPLE

**Example**

AREA	RESTRICTION	PERSON RESPONSIBLE FOR ACCESS CONTROL	PERSONS AUTHORISED TO ENTER	SIGNS REQUIRED
Site perimeter	Fences and gates  Gates to be locked out of hours	Production Manager	All employees	Authorised persons only  Authorised persons only
Building entrances	All visitors or contractors must sign in and be accompanied at all times	Production Manager	All employees	Authorised persons only
Maintenance workshop	Maintenance personnel only	Maintenance Manager	Maintenance personnel	Authorised persons only
Woodworking area	Hearing and eye protection	Maintenance Manager	Maintenance personnel	Hearing and eye protection +  Authorised persons Only
Lathe/grinding areas	Hearing and eye protection	Maintenance Manager	Maintenance personnel	Hearing and eye protection
Kitchen	Protective clothing as described in work instructions eg mesh and rubber gloves, aprons	Catering Manager	Kitchen staff	Protective clothing  Authorised persons Only
Hazardous goods storage area	Locked and authorised access only	Maintenance Manager	Store supervisor and Assistant Storeman	Authorised Personnel Only.- Flammable – Caustic.
Electrical cabinets	Locked and authorised access only	Electrical supervisor	“A Grade” Electricians	Authorised Personnel Only
Boiler room	etc	Production Manager	Boiler attendant	

SAMPLE