

DATE	VISITOR'S NAME	HOST NAME	VISITOR'S COMPANY	SIGNATURE	Y/N	Y/N	Y/N	Y/N
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Please read Information for all Visitors before signing

Valid on this date only

Have you displayed any symptoms of Covid-19 (coughing, fever, loss of taste/smell) in the last 14 days?

Have you had close contact within the last 14 days with anyone diagnosed with Covid-19?

Have you visited any overseas countries in the last 14 days?

Have you had close contact with anyone who has travelled in the last 14 days to an overseas country?

VISITOR

May we draw your attention to the information on the right hand side of the register
 Covid-19: Please respect government social distancing rules.

Pass No.

GDPR - The data captured here is for the purpose of legal compliance with Health & Safety legislation and with legitimate interest for ensuring the site's safety & security. The data is not further processed and it is stored securely for no longer than necessary.

Health & Safety - All visitors are subject to the Health & Safety at Work etc. Act 1974, Management of Health & Safety at Work Regulations 1999 and Company Regulations whilst on the premises.

Smoking - Please respect the NO SMOKING policy.

Fire / Emergency - In the event of an Emergency, all visitors must leave the premises immediately via the nearest safe exit and report to the designated assembly point. Do not re-enter the premises until you are advised it is safe to do so.

Contractors - Must ensure that any necessary Permit to Work documentation is completed before commencing work.

Accidents / Incidents - All accidents, injuries and near misses must be immediately reported.