



## MTS INDUCTION DOCUMENTS

- 1) Health and Safety General Policy Statement
- 2) How to complete the Vehicle Defecting Sheet
- 3) Drivers Working Day Guide & How to Complete Blank Works Order.
- 4) Method and Risk – CCTV Surveying and Man Entry - BC-CCTV-001
- 5) Confined Space Awareness – Tool Box Talk CON-AWARE
- 6) Confined Spaces ‘C’ Class Sewers – Toolbox Talk No 29A
- 7) List of ‘C’ Class sewers Issue Date 04.05.07
- 8) Risk Assessment – Manual Handling Hoses/Suction Pipe – MH/BC/003
- 9) Risk Assessment – Manual Handling Manhole Covers – MH/BC/004
- 10) Risk Assessment – Generic Manual Handling – MH/001
- 11) Risk Assessment – Generic COSHH – COSHH/001
- 12) Method and Risk – Sewage blockage clearance and pump outs BC/MRS/003
- 13) Waste Descriptions - Issue 1 Water Utilities
- 14) Risk Method - Applying Disinfectant
- 15) Risk Method - Antifreeze
- 16) Safety & Site Checklist for Tanker Drivers on Licensed WWTW EMS489
- 17) Refusal to Work Policy and Procedure
- 18) Is Your Workplace Tidy – leaflet
- 19) Toolbox Talk Working From Excavations – Ref: Excavations
- 20) ISO 14001 Environmental Management System Fact Sheet
- 21) Copies of the Quality Policy, Environmental Policy and Carriers License

## KEEP THESE DOCUMENTS WITH YOU

<i>I confirm that the above training has been carried out and that I have read and understand the information and instructions given to me.</i>	
Employee's Signature	Date
Line Manager's Signature	Date