Health and Safety – Absolute Rules

Rules that every colleague and contractor must follow all day, every day.

ARQIVA

STOP WORK

Everyone working for Arqiva is empowered to stop a task where there is good reason to believe health and safety risks are not adequately managed.

ABSOLUTE RULES

Ensure a suitable and sufficient risk assessment is carried out before commencing a task.

Only carry out tasks for which you are trained and competent.

Always use all controls and PPE as specified in any risk assessment and any associated permits.

Report all health and safety accident, incidents, near misses and observations using the Don't Walk By system.

SAFETY IN OUR DNA

STCKY RISK ABSOLUTE RULES



ELECTRICITY

Always ensure electrical work is undertaken by a competent, authorised person and equipment is isolated and proved dead before commencing work.



DROPPED OBJECTS

Always ensure items taken to height are secured using approved bags or tethering systems and that exclusion and drop zones are established before commencing work.



DRIVING

Always put safety before urgency, ensuring no journey or task compromises safe driving from departure to destination.



WORKING AT HEIGHT

Ensure that required fall prevention and protection measures are in place before working within 2 metres of an unprotected edge, opening, or fragile surface, or before climbing a mast or tower.



MOVING VEHICLES

Only enter the operating area of a moving vehicle after the driver or operator has stopped, acknowledged your presence, and signalled that it is safe to proceed.



FIRE

Ensure fire protection systems, fire exits, and escape routes remain unobstructed, operational, and available at all times.

STCKY – Stuff That Can Kill You

Safety starts with every decision we make

What do the Absolute Rules mean for you?

ARQIVA

What do the Absolute Rules mean for you?

- The rules apply to everyone, whether working on site, in an office, travelling or supporting delivery.
- Consider how your decisions, actions or delays could create or increase a safety risk.
- Stop and speak up when risks are not understood, controlled or adequately managed.

How can you apply the Absolute Rules in your role?

- Build safety into planning, purchasing, scheduling, design and day-to-day delivery.
- Only carry out tasks you are trained, competent and authorised to complete.
- Follow the risk assessment, controls, permits and PPE required for the task.
- Ask for support if anything is unclear or the right controls are not in place.

How does speaking up improve the way we work?

- Raise incidents, near misses and observations through Don’t Walk By so risks are visible.
- Share accurate information early so teams can act before an issue becomes an incident.
- Support others to understand the rules and discuss them at team meetings.

The Absolute Rules are relevant to everyone, regardless of where or how you work.