

Golden rules of Safety

Safety cannot be taken for granted

Schiphol wants to be a safe place for everyone, passengers, visitors and workers alike. Safety is not something we can take for granted, however, which is why we formulated the Golden Rules of Safety. The Golden Rule of Safety in this brochure focuses on using personal protective equipment.

We work with our contractors in different ways to control risks. In our occupational hygiene strategy, we have a preference for tackling issues at the source. Good preparation with clear work instructions, work permits, Task Risk Analyses (TRAs) and the Last Minute Risk Analyses (LMRAs) go a long way to prepare you and your team. Since you cannot control every single risk effectively, it is mandatory to wear personal protective equipment (PPE or PBM in Dutch) at construction and work areas within Schiphol. This will protect you from physical harm or worse. Our Golden Rule of Safety is therefore:

I use the specified personal protective equipment (PPE)

Personal protective equipment is used when all other measures to protect you from specific risks fail to work or provide adequate protection. As such, PPE is the final measure in reducing the risk of injury. This is why you are required to wear the following PPE on Schiphol grounds:

- High-visibility jacket or vest (NEN 471; worn closed). High-visibility trousers are mandatory when working along roads with passing traffic at nightfall, in the evening and night, and poor visibility situations.
- Safety helmet (EN397 or better). A bump cap is allowed in technical baggage zones.
- Safety shoes with ankle protection (S3/S5).

Additional PPE may be necessary depending on the work risks. This will be shown in the risk inventory & evaluation (RI&E) or TRA in your own work or the Health & Safety Plan (V&G-plan). For example:

- Safety glasses or over-prescription safety glasses (EN 166 or better).
- Face shield in addition to safety glasses when using grinders, grindstones and chainsaws; safety gloves (type depends on hazards).

Exemptions

Since the use of standard PPE during specific activities involves risks, there is a [Process modification safety standard](#) and the associated [generic exemption list](#).

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Do you have any tips or comments on how this toolbox can be improved? Or would you like to share your opinion with us? We would like to hear from you via:

safe_office@schiphol.nl.

Clothing regulations

You must wear clothing fit for purpose, i.e. the work you do. Legs and upper arms must always be covered. If you work near moving machines, you must ensure that clothing or body parts cannot get trapped by moving parts. Long hair must be worn up. You are not allowed to wear very dirty clothing. Short trousers, skirts and sleeveless shirts and tops are not allowed.

What does your employer expect from you?

Your employer can expect you to use and maintain PPE correctly in accordance with the manufacturer and company instructions.

What can you expect from your employer?

You can expect your employer to:

- Supply the appropriate PPE.
- Provide all necessary information and instructions.
- Monitor the correct use of PPE.

What can you expect from Schiphol?

You can expect Schiphol to reach a clear agreement on the use of PPE. If you have any questions, please send an email to safe_office@schiphol.nl.

What does Schiphol expect from you?

Schiphol expects you to wear the mandatory PPE at all times and keep an eye on each other to make sure it is worn correctly.

We also expect you to know:

- How and when to wear PPE.
- How to maintain PPE.
- When to replace PPE (use by date).

TIPS:

- Be alert at all times!
- If in doubt, always ask.
- Help one another where necessary.
- Hold one another accountable for unsafe behaviour.
- Appreciate it when someone talks to you about your safety behaviour.