



Smart TM Solutions Ltd
Unit 4 Astra Business Park
Guinness Road
Trafford Park
Manchester
M17 1SU
Phone: 08456 801802
Email – Info@smarttm.co.uk

Dear Sirs

Below is the detail involved in the Marshalling works that we are currently looking at covering. We have an increasing number of sites across the country

The role is simply to direct traffic entering the site and requires a traffic management and banksman qualification. You do not need these qualifications to take up the role. We will help you achieve them.

We are assisting with TTMBBC and Banksman course for those who require it, in order to take up the role. The cost of this training can be deducted over a period once allocated to the role. The work is anticipated to be for 6 – 12 months

Those who are new would need to register on the web site www.smarttm.co.uk

Once registered (if required) the candidates will be sent to a link to book the training courses (TTMBBC and Banksman)

Courses will be completed at a location on or close to the site following government social distancing guidelines and are unpaid.

There will be a select number of slots for the course available to candidates (Maximum 8 candidates per course), so we may have to move things around for oversubscribed courses.

Packs will be given out on site for each operative which will contain any additional PPE required and include pens etc. so there is no transfer of equipment required

There is welfare on site for each operative

Drinks and a Packed lunch will be provided for each candidate and will be available on the dinner breaks at no charge

The above is to stop operatives leaving site once they have started shifts to avoid unnecessary movements

NO PUBLIC MEDIA ADVERTISING OR PHOTOS OF THE PROJECT AT ANY TIME,

As part of this contract there will be strict rules implemented and we will expect all staff to comply with these. These will be issued at site on induction, with information on the SOP (site operational plan) and security related issues on the induction days.

All staff are required to carry photo ID at all times whilst working on the contract. Failure to do so will result in them being refused entry into site and will result in no payment being made.

All staff are to sign into the start of shift security briefings at the entry points, as a record of attendance.



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No operatives are to advertise any information or photos via ANY public media sites whilst working on this contract

Shift patterns

Each site has a different number of marshals depending on the size of the site so shift patterns will be confirmed at a later date.

Each contract will be allocated a start date, these are dependent on the build of the sites and may be delayed.

All operatives allocated to that site will have to turn up for 1 days paid training onsite before the site opens.

Once we have the agreed number of operatives on site, the Rota will be produced, and the training will be confirmed.

Shift patterns are currently

12 hour shift, 7am – 7pm or

2 x 8 hour shifts, 7am – 3pm and 1pm to 9pm

There are information packs that will be sent out to all people that have been confirmed for the positions at all sites, these will include:

Induction Pack

Toolbox talks

Risk assessments

Key worker confirmation letters for travel purposes.

Many Thanks

Tony Pope

Smart TM Solutions Ltd.