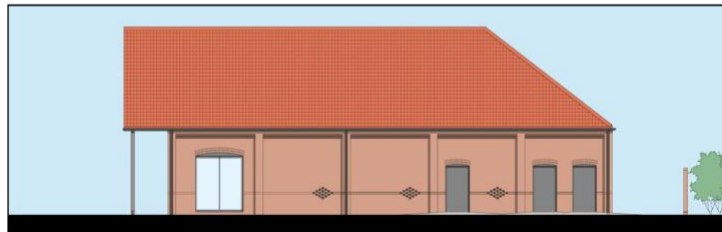




Construction Environmental Management Plan (CEMP)



Proposed Front Elevation



Proposed Side Elevation

New Convenience Food Store At New Convenience Foodstore Barnetby DN38 6HL

Revision	Revision Date	Status	Author/Editor	Comments
Issue 1	17/10/21	Initial Issue	D. Sykes	

Project Directory

Site Address	Land Off Victoria Road Barnetby North Lincolnshire DN38 6HL	The Client	Lincolnshire Cooperative Ltd Mr Mathew Wilkinson Store Development Manager 10 Pioneer Way Doddington Road Lincoln LN6 3DH Email: mwilkinson@lincolnshire.coop Telephone: 01522 313 411 Mobile: 07977 069 603
CDM Advisor	Hunt & Sykes Safety Ltd Commerce House 2 Carlton Boulevard Lincoln, Lincolnshire LN2 4WJ <i>Contact:</i> Dean Sykes Email: dean@huntandsykessafety.co.uk Mobile: 07803 697 058	Architect Principal Designer Contract Administrator	Framework Architecture & Urban Design Ltd 3 Marine Studios Burton Lane End Burton Waters Lincoln LN1 2WN Contact: Gregg Wilson t: 01522 535383 Email: gregg@frameworklincoln.co.uk
Structural Engineer	York Sills Ltd 5 Checkpoint Court off Sadler Road Lincoln LN6 3PW <i>Contact:</i> Robert Webster Email: info@yorksills.co.uk Telephone: 01522 690 815	Quantity Surveyor	Brundell Woolley Ltd The Terrace, Grantham Street, Lincoln, LN2 1BD <i>Contact:</i> Richard and Vanessa Woolley Email: richard.woolley@brundellwoolley.co.uk Tel: 01522 701801
Clients Representative & Principal Contractor Fit Out	D2 Projects Ltd. The Studio Wood Bank Skellingthorpe Lincoln LN6 5UD Email: beth@d2-projects.co.uk Telephone: 01522 682 397 Mobile: 07977 149 882	Principal Contractor Demolition	Bloom Demolition and Excavation Ltd Mr Simon Turner Askham Road East Markham Newark Notts NG22 0RQ Mob: 07827 360440 Email: estimating@bloomdemolition.co.uk Safety Manager: Simon Rushby Safety@bloomdemolition.co.uk
Principal Contractor Shell Build	Maher Millard Construction Ltd Upper Floor, Trent House, Lincoln, LN6 5NQ Tel: 01522 699310 Contact: Mr David Millard Tel: 07793 487811 Email: david@mahermillard.co.uk Site Manager: Dale Ellison Mob: 07983 770769	Network Rail Contact Reference: WB60369- EN23717\	Dave Franks 0770 052718 Email: dave.franks@networkrail.co.uk Keith Querishi Mob: 07732641348 Email: Keith.Querishi@networkrail.co.uk Network Rail Asset Protection George Stephenson House Floor 3B Toft Green, York, YO1 6JT Must Reference: WB60369
Local Authority	North Lincolnshire Council Civic Centre Ashby Road Scunthorpe DN16 1AB Tel: 01724 297493	Health & Safety Executive	Health and Safety Executive: Foundry House 3 Millsands Riverside Exchange SHEFFIELD S3 8NH
Environmental Consultant	Humberside Materials Laboratory Ltd Atherton Way, Brigg North Lincolnshire DN21 4DT Tel 01652 652753 www.humbersidematerialslab.co.uk	Groundworks Contractor	Brianplant Ltd Estate Road 2 South Humberside Industrial Estate Grimsby, DN3 2TG Clive Thomley: 01472 341499 Safety: Paul Gregory 07541134530

1.0 Introduction

The aim of the Construction Environmental Management Plan (CEMP) is to set out measures to ensure compliance with legislation and to protect our environment during construction. This document is consistent with ISO 14001 Environmental Management System (EMS).

This CEMP details management measures to minimise environmental impact from the landscaping works including installation hard and soft surfaces, installation of street furniture, and associated drainage and ducting within the phases of this Lincolnshire Co-operative Ltd development.

This document has been developed to avoid, minimise and mitigate against any installations affecting the environment and surrounding community. It should be considered a developed document which will be reviewed on a regular basis and updated as appropriate.

For the purposes of this document, the working area is defined as any area where there will be a requirement for temporary or permanent works to facilitate works required within the scope of these construction works.

2.0 Site Location & project description

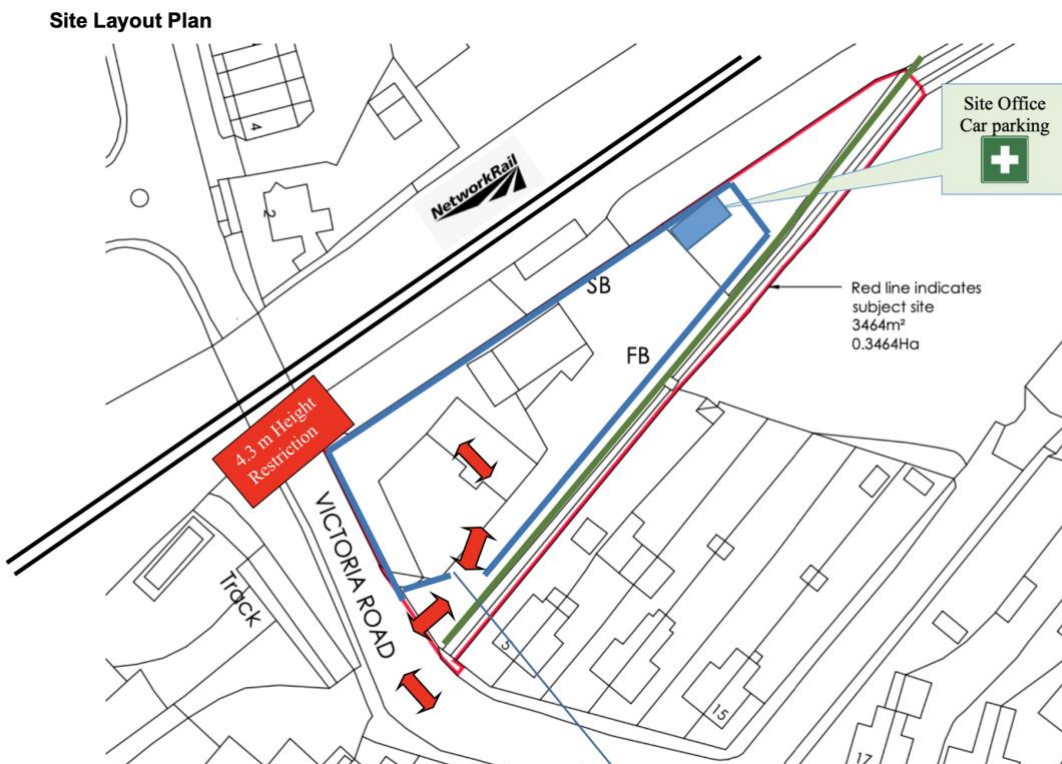
The project comprises Construction of a detached retail store associated access road, parking and paved areas and landscaping.

The site is located at: The site is situated on land off Victoria Road in Barnetby. The site is within a residential rural village of Barnetby, a former major railway junction. It is centred around national grid reference (NGR) 505570, 409980. The site is currently unused with most recent use as commercial office and works yard for a scaffolding contractor. The site has now been demolished and ground remediation works will have been completed before we start on site.

The site occupies a roughly triangular shaped tract of land, measuring about 120m long by 35m wide at the front. The total area is about 0.24 hectares.

The northern Boundary is Network Rail and signal box and services assets. All works will need to be undertaken with their approval.

Site Location Plan



Site Access

The Site access is direct from Victoria Road. A detailed traffic management plan will be produced detailing procedures, including pedestrian segregation, contractor parking, deliveries etc. Signage will be erected advising the public of construction works. During site induction all personnel will be informed of the dangers of the close proximity of members of the public and ensure they are vigilant at all times and that all working areas are securely fenced, and flashing beacons are operational on all plant.

There is a Rail Bridge height restriction when turning right out of site heading towards M180 which displays a maximum passage height of 14 feet 6 inches (4.3 metres). When exiting site there is restricted vision of vehicles from the left vehicles must leave site onto Victoria Road in a forward motion. There is no stopping on Victoria Road. Caution of pedestrian right of way shown in green. Hera fencing barrier will be installed to segregate pedestrians from vehicles.

The site manager will ensure that access/aggress routes remain clean and barriers/fencing remains in place. Pedestrian walkways will be installed to ensure that site plant/vehicles are segregated from pedestrians.

The CEMP outlines our approach to environmental management throughout the construction phase with the primary aim of reducing any adverse impacts on the immediate and wider environment.

Phases of Works comprise of:

- Demolition: **Now Complete**
- Ground Remediation works
- Tree removal works
- Foundations / Slab and drainage
- Steel erecting
- Brick work
- Roof cladding and tiling
- Internal Shell Works
- External car park and landscaping
- Internal Fit Out works

Working Hours / Programme of works:

Main Contract works Commence: 18 Oct 2021 with an approximate 29 week programme.

Fit out phase duration will be approximately 5 weeks (D2 Projects Ltd).

Working Hours: 08.00hrs – 19.00hrs Mon –Fri any out of hours' works will need to be arranged via a permit with Principal Contractor (Site Manager).

Construction activities on Saturdays are 08:00 to 1pm. if permitted. No Works on Sundays and Bank Holidays.

Contractors and visitors to the project will be made aware of their environmental responsibilities and the site induction and must:

- Ensure that environmental control measures are implemented and followed as they are relevant to their work / visit.
- Ensure that the project management team are notified of any nonconformance of control measures or environmental incident where the environment has been put at risk.
- Raise any concerns regarding environmental matters with the Site Manager Dale Ellison.

Site Manager is responsible for;

- Ensuring all materials and chemicals are safe and secure;
- Ensuring The SHEQ notice board is on display and up to date and that signage indicating where and whom visitors should report to are clearly displayed.
- The site is kept in a tidy and orderly fashion.
- Controlled access arrangements are in place so that staff, contractors, and visitors are safe from potential hazards.
- Emergency egress arrangement so those leaving site in the event of a pollution or spillage incident may do so safely.
- There are First Aid Facilities and appropriately trained First Aid staff on site and identified on the SHEQ information board.
- Spill kits are available and easily accessible. Staff are appropriately trained.

Ensure all those that work on site:

- Have attended the Inductions including briefing on environmental issues pertinent to the project and relevant toolbox talks.
- Understand and obey the Site Rules.
- Are made aware of the Emergency egress arrangements, Muster points, First Aid facilities and First Aiders, spill and clean up procedures.
- Read and understand the SHEQ information board.
- Have current certification for activities as required.
- Are aware of all environmental matters which arise on site.
- Be aware of the Network Rail boundary and conditions of work.

Ensure the activities on site:

- When necessary are carried out under Client Operational Safety Rules.
- Have, task specific risk assessments and method statements (RAMS) in place identifying any environmental issue which may be applicable.
- Are carried out in accordance with the requirements of any associated Network Rail Requirements.
- That all COSHH RA's are in place and followed.

The Contract Manager, is responsible for:

Ensuring work is carried out:

- In a safe manner
- In accordance with any manufacturers' instructions etc. good standards of workmanship.
- Ensure site staff are working in accordance with agreed Risk Assessments and Method Statements (RAMS) particularly where activities have the potential to cause environmental harm.
- Must monitor the site waste management plan and procedures for suitability and ensure it is followed.
- Ensuring that the CEMP is implemented throughout all phases of the project.

Monitoring HSEQ issues by:

- Carrying out daily checks on site to ensure the site is secure and tidy
- Weekly checks and "toolbox talks" carried and recorded. Weekly audits.
- Consulting workers on the effectiveness of measures to reduce risk to the environment reviewing and improving conditions or methods/procedures where appropriate.
- Keeping records of and reporting any incidents, non-conformances and near misses.

All contractors and visitors to the site will be made aware of the Maher Millard Construction Ltd SHEQ policy & EMS (which will be displayed on the notice board) and the controls applicable to their presence and activities on site including but not limited to:

- Method statements

- Risk Assessments
- Site induction which includes Environment briefings
- Tool box talks.

The Construction Director (contract manager) David Millard will be responsible for monitoring communications between all relevant parties to the project ensuring that all environmental matters to the project are discussed and managed and observation of the communications will be documented in the monthly site meetings with the Client Design team.

Relevant site layout and location plans/ CDM drawing detailing the location and construction of the site compound, storage locations and car parking are to be displayed on the site information board.


3.0 Construction Environment Management Plan




Significant environmental aspects and impacts for this project have been determined and assessed by Maher Millard Ltd and suitable controls implemented following guidance: GE700E – References to GE700 “Construction Site Safety” Appendix E “Environment” where guidance on each of these risks may be found in BS 5228 is published in two parts: Part 1: Noise; Part 2: Vibration.

This British Standard refers to the need for the protection against noise and vibration of persons living and working in the vicinity of, and those working on, construction and open sites. It recommends procedures for noise and vibration control in respect of construction. The Environmental Management Plan is required as part of the Pre-Start planning conditions detailing control measures to mitigate against traffic generation and drainage of the site during the construction stage of the proposed development.

The Construction Management Plan shall be strictly adhered to throughout the construction period. The environmental impacts and proposed controls are listed below:

Environmental Considerations		Environmental Impact	Controls	Standards & Guidance
1.	Traffic Management	Blocking of main access route. Increased traffic Contractor's vehicles parked at roadside. Access for local residents and public right of way. Access on corner reduced visibility when exiting site. Rail Bridge height restrictions	A traffic management plan will be produced detailing the procedures for this site. (Attached MM TM) No deliveries or parking is permitted on the public highway Contractor parking within site confines. (See site layout plan) Designated unloading area on site. Use of banksman when exiting site with large, good vehicles. LGV	CDM Regs and L153 GE700
2.	Site Security	Hazard of un-authorized access to the site.	Access to work area will be controlled by use of security fencing on site boundaries. The company Temporary works management system requires a written weekly inspection of the fencing by the site manager. Signage will be placed warning of the construction works being undertaken. The site manager is to monitor daily as works progress to ensure working areas remain segregated. Site manager is responsible to ensure the site is secured at cease works. Separate protected access for the public right of way.	CDM 2015 L153 Managing Health & Safety in Construction "Health and Safety in Construction "HSG 150"

Environmental Considerations		Environmental Impact	Controls	Standards & Guidance
3	Public highway nuisance mud on road	Construction mud dirt debris onto the public highway, nuisance to local residents	delivery vehicles to enter the site onto a stoned hard standing. If mud on the road becomes an issue, then the site manager will arrange for a road sweeping contractor. Additionally, wheel wash area at hard standing if required.	
4	Storage of plant and materials	Seepage to ground of substances / materials that are hazardous to the environment, pathways for pollution	Designated area/ stoned for storage, drip trays used with any static plant. Bunded storage for Fuel containers, minimal quantities stored. Environmental spillage pack and materials available on site.	GE700E
5	<p>Pollution</p> 	<p>Potential spills leading to surface and groundwater contamination</p> <p>Spillage of contaminants, pollutants</p> <p>Pathways to pollution water course drainage system.</p> <p>Drainage systems can act as a pathway to spread pollutants.</p> <p>know where your drains on site are located, and where they lead (surface water, foul water). Then you can prevent polluting materials entering the drains.</p> <p>Skeggby Beck running parallel with the pedestrian right of way footpath. South Boundary</p> <p>Removal of contaminated spoil from site before works commence. Procedure if further hot spots are encountered.</p>	<ul style="list-style-type: none"> • Designated refueling area • Appropriate spill kits available and clearly signed. All relevant staff trained in their use • Mains electricity used where possible, not generator. • Plant fuel efficiency monitored with targets and incentives • Plant switched off when not in use • Silenced generators when used • Drip trays to be used where generators in use • Fuel storage and plant storage in specific bunded area. • All gauges, valves, vents and nozzles kept within the bund when not in use. • Valves locked when not in use and only made available to authorised and competent persons • Stockpiles: Any materials stockpiled on site shall be done in a manner that no cross contamination between any materials can occur. • Contamination testing & monitoring by specialist contractor Humberside Materials to approved method statement. • Unforeseen Contamination: If during the works any unforeseen contamination is encountered, work will be halted, and the local authority shall be informed. The nature and extent of contamination shall be assessed. If required, remediation will be proposed and verified by the independent engineer to the satisfaction of the local authority. • COSHH assessment available on site for hazardous products used. 	<p>GE700</p> <p>MS 0088/4925/P/P3</p>

Environmental Considerations		Environmental Impact	Controls	Standards & Guidance
6	Control of Site Waste 	Environmental hazards Waste removal Hazardous Waste Approved waste contractor	A waste skip area will be instigated, segregated area away from site boundary, Segregation of waste. Hazardous waste products. <ul style="list-style-type: none"> • Skips not over-filled • Skips regularly checked for damage • Only approved waste contractors are used • Waste carrier and facility licenses regularly checked • Exemptions applied for where re-use of waste onsite, • All transportation documented by waste transfer note • Enclosed skips and security fencing prevent illegal disposal • Segregation of waste 	GE700E
7	Noise Nuisance 	Nuisance Noise emissions to neighbouring premises operation of plant and powered equipment.	<ul style="list-style-type: none"> • Consult with neighbours about noise. • Noisy operations equipment will be scheduled most suitable times to avoid nuisance to the neighbours. • Selection of plant and method of reducing noise emissions, • Manager monitor noise levels and cease works as required. • No use of noisy equipment for example cut off saw before 0800 and not after 1700. • Selection of construction methods that reduce noise emissions as much as possible. 	BS5228-1: 2009
8	Dust Nuisance 	Dust nuisance to neighbouring premises, and highways.	Dampening down / water suppression will be used to ensure dust levels are reduced if required. Use of water spray if assessed applicable by site management project will be mainly in winter months minimum dust generated. Site manager will monitor dust daily and introduce dampening down as required. Closest properties liaison with residents.	GE700E
9	Surface Water Run-off,	Localised Flooding to Highway	The site will remain permeable in most areas until tarmacadam is laid and the permanent drainage system will then be in place.	

10	Vibration to neighbouring premises	<ul style="list-style-type: none"> Vibration to buildings and constructions Nuisance to local community/flora & fauna Heavy Plant and equipment Foundation methods design Retaining walls Piling? 	<p>Plan works and design to prevent use of piling operations required on site. Raft foundation used.</p> <p>All neighbouring properties will have been alerted to the works taking place, Site Manager is available to address any issues. Any complaints will be dealt with in a courteous and swift manner. All complaints to be documented.</p>	
11	Vehicle Emissions	<ul style="list-style-type: none"> For environmental and road safety all materials containers leaving site will be appropriately covered to avoid soiling of the roads and highway. Engines of all vehicles, mobile and fixed plant on site are not left running unnecessarily. Using low emission vehicles and plant fitted with catalysts, diesel particulate filters or similar devices. Using ultra low sulphur fuels in plant and vehicles where possible. Where generators are used, these are to be super-silenced only. Site plant and machinery will not be left running at night (unless it is low noise emitting). Silencers shall be fitted to plant if required (British Standard BS5228-1:2009 Code of practice for noise and vibration control on construction and open sites – Annex B1). Plant will be well maintained, with routine servicing of plant and vehicles to be completed in accordance with the manufacturer's recommendations and records maintained for the work undertaken. All project vehicles, including off-road vehicles, will hold current MOT certificates, where applicable and where required due to the age of the vehicle and that they will comply with exhaust emission regulations for their class. Ensure all vehicles switch off engines when stationary - no idling vehicles. Avoiding the use of diesel- or petrol-powered generators and using mains electricity or battery powered equipment where available. All commercial on road vehicles used in construction must meet the European Emission Standards pursuant to the EC Directive 98/69/EC (commonly known as Euro standards) of Euro 3 during any works. 		
12	Management of Trees and Hedges	<p>This application proposes to retain most of the hedgerow along Stallingborough Road and all on the southern boundary along with traditional forms of management and some enhancement planting to increase biodiversity.</p>	<p>The hedge on the northern boundary will now be mostly retained. A gap will be made for the main access and a section will be removed at the west end. The remainder will be managed by laying as required. The Co-operative are now looking to retain the hedge on the southern boundary. Refer to protection measures in the tree survey.</p>	

Mitigation Measures

- N – Not required
D – Desirable
H – Highly Recommended

Site Management	Low Risk	Medium Risk	High Risk
Record all dust and air quality complaints, identify cause(s), take appropriate measures to reduce emissions in a timely manner, and record the measures taken.	H		
Make the complaints log available to key stakeholders.		H	
Record any exceptional incidents that cause dust and/or air emissions, either on- or offsite, and the action taken to resolve the situation recorded through company corrective action report system (CAR)		H	

Monitoring	Low Risk	Medium Risk	High Risk
Undertake daily on-site and off-site inspection, where receptors (including roads) are nearby, to monitor dust, record inspection results, and make available to the key stakeholders when required.	D		
Increase the frequency of site inspections by the person accountable for air quality and dust issues on site when activities with a high potential to produce dust are being carried out and during prolonged dry or windy conditions.	D		
Preparing and Maintaining the Site			
Plan site layout so that machinery and dust causing activities are located away from receptors, as far as is possible.		H	
Fully enclose site or specific operations where there is a high potential for dust production and the site is active for an extensive period	D		
Avoid site runoff of water or mud.		H	
Keep site fencing, barriers clean.	D		
Remove materials that have a potential to produce dust from site as soon as possible, unless being re-used on site. If they are being re-used on-site cover as described below	D		
Operating Vehicles and Machinery			
Ensure all vehicles switch off engines when stationary - no idling vehicles.	H		
Avoid the use of diesel- or petrol-powered generators and use mains electricity or battery powered equipment where practicable.		D	
Impose and signpost a maximum-speed-limit of 5 mph		H	
Operations			
Only use cutting, grinding or sawing equipment fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction, e.g. suitable local exhaust ventilation systems.		H	
Ensure an adequate water supply on the site for effective dust/particulate matter suppression/mitigation, using non-potable water where possible and appropriate.		H	
Ensure equipment is readily available on site to clean any dry spillages and clean up spillages as soon as reasonably practicable after the event using wet cleaning methods.		H	

4.0 Waste Management

Maher Millard Construction Ltd waste management policy is to review all potential waste and manage the scheme to minimise the volume of waste produced.

All waste produced will be segregated and stored in suitable containers prior to removal off site by a licensed waste disposal contractor. In order to reduce the quantity of waste all excess / surplus products will be removed from site and retained within the Maher Millard Construction Ltd storage area for redistribution.

Waste skips will:

- Not be situated to the 'front' of the site where arson can be a consequence.
- Not be situated close to structures/buildings which can result in the spread of fire, more than 4 metres away.
- Only situated within the confines of the compound.
- Be sorted off site.
- Not be situated near to drains or sewers to prevent contamination.

Waste material will not be allowed to accumulate. This means controlling build-up of waste at local points around the site, particularly where they impede access and egress.

All waste produced by Maher Millard Construction Ltd while carrying out their works will be segregated and treated in one of the following methods:

- Disposed of directly from site by a licensed waste disposal contractor.
- Temporarily stored within the controlled waste area under the EA "non-waste framework directive exemption NWFD 3" prior to disposal by a licensed waste disposal contractor.

Waste materials must only be transported by licensed waste disposal companies and so appropriate arrangements will have to be made with a licensed contractor.

Each load must be disposed of by a licensed waste disposal company and must be supported by a consignment note. 'Cradle-to-grave' waste audits may be undertaken at regular intervals by the client or their representatives.

Expected Waste Type, Quantity and Management Action

Expected

Waste		Estimated Quantity	Management Action			
Type	Description		Reuse	Recycle	Recover	Disposal
Metal Waste	Removed to a licensed waste facility	2 skips				X
General Waste	General rubbish, and small amount of construction waste (plastic bags, packaging, etc)	4 builders type skips				X
Timber Waste	Pallets, cut offs etc.	4 builders type skips		X		
rubble	Concrete, bricks, slabs etc.	4 builders type skips		X		

EWC Code	Waste Description
17 01 07	Concrete, bricks, tiles and ceramics
17 02 01/02/03	Wood, glass, plastic
17 03 01/02	Bituminous mixtures, coal tar and tarred products
17 04 07	Metal
17 05 03	Soil (incl. excavated soils from contaminated sites), stones and dredging spoil
17 06 05	Insulation materials and asbestos containing construction materials
17 08 02	Gypsum-based construction materials
17 09 04	Other construction and demolition waste
16 02 13/14	WEEE
16 06 04/01	Batteries
13 07 01	Liquid Fuels
17 05 03	Soils and stones containing hazardous substances
17 05 04	Soils and stones other than those mentioned in 17 05 03

5.0 Incident Response

All environmental incidents should be reported directly to the Site Manager and the head office on Tel: 07399 156366 as soon as reasonably practicable.

An environmental incident can be:

- A fuel or chemical spillage onto ground, into drains or a watercourse.
- Damage to the habitat of protected species or nesting birds
- Damage to protected species, either plants or animals
- Incidents involving waste, such as fly-tipping or the illegal transfer of waste.

Where necessary in the event of a pollution incident the Environment Agency (EA) will be contacted. The EA pollution hotline number is 0800 807060.

The nearest urgent care facility is:

A Hull Royal Infirmary
A&E

Tel: 01482 875875

Anlaby Road
Hull
HU3 2JZ

Opening Hours
Today: Open 24 hours

This service is for:
Anyone aged 16 or over

● **Open now**

11.9 miles

[More information](#)

B Diana, Princess Of Wales Hospital
A&E

Tel: 01472 874111

Scarcho Road
Grimsby
DN33 2BA

Opening Hours
Today: Open 24 hours

This service is for:
People of all ages

● **Open now**

13.0 miles

[More information](#)

C Lincoln County Hospital
A&E

Tel: 01522 512512

Greetwell Road
Lincoln
Lincolnshire
LN2 5QY

Opening Hours
Today: Open 24 hours

● **Open now**

24.1 miles

[More information](#)

Emergency planning

Purpose

The purpose of this procedure is to detail the actions to be taken in emergency situations. This procedure also details the responsibilities and actions to be taken in controlling spillage.

Scope:

The scope of this procedure includes:

- Actions to be taken in the event of fire.
- Actions to be taken in the event of spillage or leakage of materials.
- Actions to be taken in emergency situations.
- Emergency drill practices.
- Emergency equipment and data required in the event of emergency.

Responsibility:

The person in control of the site (Dale Ellison Site Manager) has the overall responsibility for ensuring emergency procedures are practised and adhered to and that adequate information is available.

Fire procedure

On discovering a fire:

- a) Ensure all personnel in the local vicinity are aware of the situation.
- b) Raise the alarm in accordance with local procedure, provide as much information as possible with regard to substances, which are or could become involved.
- c) Only attempt to fight the fire if you are trained, competent and it is safe to do so.
- d) **DO NOT TAKE PERSONAL RISKS.**
- e) Should the evacuation alarm be sounded report to the designated muster point for a roll call.

Spillage control

On discovering a spillage or leakage:

- a) Identify, if possible, the nature of the substance.
- b) If spillage material is hazardous ensure other parties are aware and removed to a safe distance. If in doubt treat the substance as hazardous.
- c) If necessary, raise the alarm in accordance with local procedure.
- d) Attempt to contain the spillage/ leakage if safe to do so.
- e) Make every attempt to prevent the spillage/ leakage entering watercourses.
- f) Clear up spillage/ leakage with suitable materials and dispose of in accordance with COSHH data / local site procedures in order to prevent environmental contamination.
- g) Should the evacuation alarm be sounded report to the designated point for roll call.

Action to be taken in emergency situations:

- a) In the event of an emergency situation a designated person (Site Manager) must take control to ensure the safety of all personnel, and the following actions take place.
- b) If safe to do so attempt to minimise the hazard and control the situation.
- c) Ensure site emergency alarms are activated and relevant authorities have been informed (if required).
- d) If local or site evacuation is required all personnel to attend pre-arranged muster points for a roll call to take place.

Emergency drill practices

In order that any major practice drill can be carried out:

- a) Attendance records of all personnel on site must be available.
- b) All personnel on site must be made aware of emergency procedures, the location of muster points, the alarm system and actions to be taken in the event of an emergency.
- c) A suitable means of raising the alarm must be in place.
- d) A competent person appointed to take control in the event of an emergency situation.

Emergency drill practices should take place periodically and be assessed by competent observers who will record the outcomes of such drills and implement any necessary improvements required to ensure that emergency procedures can be safely and effectively carried out.