



# Construction Phase Plan

New Convenience Food Store

At

New Convenience Foodstore  
Barnetby DN38 6HL

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Client:

Lincolnshire Co-operative Ltd

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# Version Control

Date of issue	Description
18/10/2021	Initial Issue Pre-Start

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# Statement of Intent

This Construction Phase Plan is prepared in order to comply with Regulation 12 Construction (Design and Management) Regulations 2015 and any other Health Safety and Environmental legislation. Throughout the project (Maher Millard Construction Ltd) must ensure that the construction phase plan is appropriately reviewed, updated and revised from time to time so that it continues to be sufficient to ensure that construction work is carried out, so far as is reasonably practicable, without risks to health or safety.

In Compliance with the Principal Contractors duties within Regulation 13 under the Construction (Design and Management) Regulations 2015.

(1) We as the principal contractor must plan, manage and monitor the construction phase and coordinate matters relating to health and safety during the construction phase to ensure that, so far as is reasonably practicable, construction work is carried out without risks to health or safety;

(2) In fulfilling the duties in paragraph (1), and in particular when—

- (a) design, technical and organisational aspects are being decided in order to plan the various items or stages of work which are to take place simultaneously or in succession; and
- (b) estimating the period of time required to complete the work or work stages; the principal contractor must take into account the general principles of prevention.

(3) The principal contractor must—

- (a) organise cooperation between contractors (including successive contractors on the same construction site);
- (b) coordinate implementation by the contractors of applicable legal requirements for health and safety; and ensure that employers and, if necessary, for the protection of workers, self-employed persons—
  - (i) apply the general principles of prevention in a consistent manner, and in particular when complying with the provisions of Part 4;
  - (ii) where required, follow the construction phase plan.

(4) The principal contractor must ensure that—

- (a) a suitable site induction is provided;
- (b) the necessary steps are taken to prevent access by unauthorised persons to the construction site;
- (c) and facilities that comply with the requirements of Schedule 2 are provided throughout the construction phase.

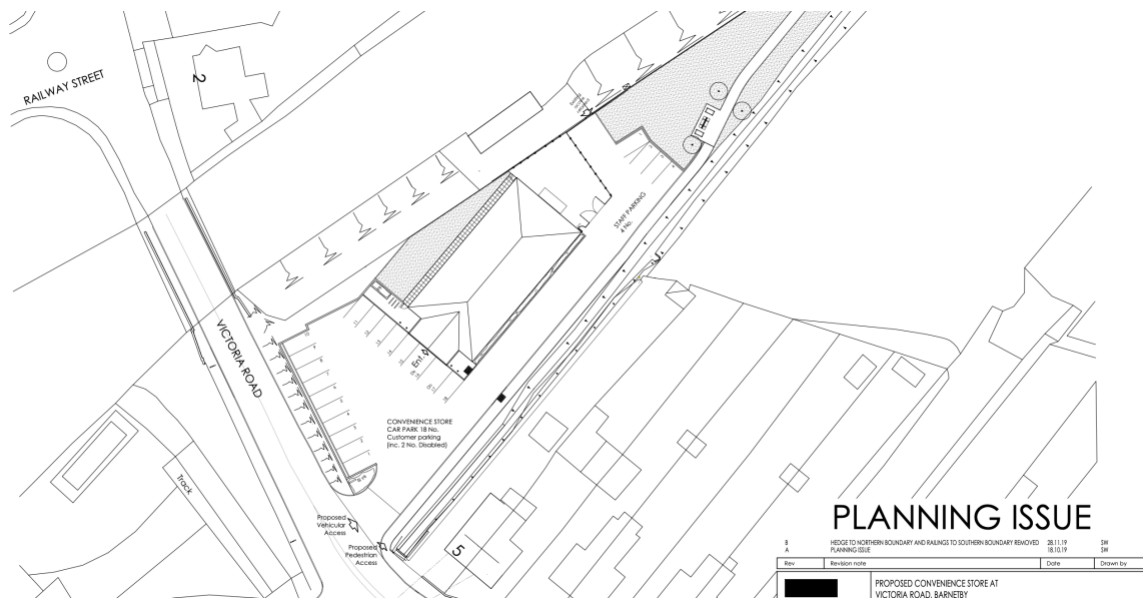
(5) The Principal Contractor must liaise with the Principal Designer for the duration of the principal designer's appointment and share with the principal designer information relevant to the planning, management and monitoring of the pre-construction phase and the coordination of health and safety matters during the pre-construction phase.

We have satisfied ourselves that the client (Lincolnshire Co-operative Ltd) and other duty holders are aware of their duties under the Regulations (CDM 2015).

# Construction Phase Health and Safety Plan

## Description of the Project

Construction of a detached retail store associated access road, parking and paved areas and landscaping. The food store is a conventional steel braced frame structure with brick infill and pitched slate tiled roof and feature canopy. The proposed retail Unit provides approximately 345.1m<sup>2</sup> of retail space at ground floor. This comprises of 280m<sup>2</sup> Sales area, 91.3m<sup>2</sup> Back of House. Installation of all associated services, drainage and hard and soft landscaping, with the development of car parking and service yard areas.



## Project Contacts

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

## Site Information

### Project Site Personnel, Management Responsibilities

<b>Directors:</b>	David Millard
<b>Contract Manager:</b>	David Millard, Ash Cawdron
<b>Site Manager:</b>	Dale Ellison
<b>Site Supervisor (s):</b>	
<b>Office Manager:</b>	Emma Gooding Mob: 07399 156366
<b>Site Engineer:</b>	
<b>Safety Consultants</b>	Hunt & Sykes Safety Ltd Dean Sykes & James Whelan
<b>Building Control Inspector</b>	
<b>Network Rail Contact</b>	Keith Querishi

## Programme of Works

Main Contract works Commence: 18 Nov 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.

## Notification of Project

It is anticipated that this contract will exceed the Notification threshold as described below. The nominated Principal Contractor Maher Millard shall inform the CDM Advisor (Dean Sykes) if the programme of works will significantly change from the initial notification and he will notify the HSE on behalf of the Client.

A F10 notification will be provided by Dean Sykes CDM Advisor, and a copy displayed on site.

- The Principal Contractor Maher Millard Construction Ltd will display a copy of the current F10 Notification on site, as required by Regulation 6.
- *A project is notifiable if the construction work on a construction site is scheduled to:*
- *(a) Last longer than 30 working days and have more than 20 workers working simultaneously at any point in the project; or*

- (b) Exceed 500 person days.
- Where a project is notifiable, the client must give notice in writing to the Executive as soon as is practicable before the construction phase begins.
- The notice must—
  - (a) Contain the particulars specified in Schedule 1;
  - (b) Be clearly displayed in the construction site office in a comprehensible form where it can be read by any worker engaged in the construction work; and
  - (c) If necessary, be periodically updated.

## Network Rail Requirements

Prior to any phase of works that could have an impact on Network Rail land must first be approved. A specific method statement detailing how the works will be carried out and the controls that will be implemented. These should be forwarded in sufficient time to be approved ideally 4 weeks, you will then be issued a letter of no objection so that works can commence. In some instances Network Rail will need to have a presence on site whilst higher risk operations take place or a rail closure is required.

RAMS are to be forwarded to Keith Querishi and must include the project reference: **WB60369**

Email: [Keith.Querishi@networkrail.co.uk](mailto:Keith.Querishi@networkrail.co.uk)

Phase of works for Approval		
Phase of works	Contractor RAMS Ref	No objection approval for works
Demolition	Bloom MS/BDE7439	Approval date 13/08/2021
Ground Remediation Works	M/S No – 10006	Approval date 12/10/21
Tree Removal		
Groundworks Foundations		
Steel Erection		
Scaffolding		
Cladding		
Retaining Wall Construction		

## Client Requirements

The Health, Safety & Environmental Goals: The designers and Principal Contractor should consider incorporating the latest HSE safety goals and initiatives into the design and the Construction Phase Health & Safety Plan. HSE has set three priorities for work on occupational health – occupational lung disease, musculoskeletal disorders and work-related stress. These goals and initiatives are available on the HSE website [www.HSE.gov.uk](http://www.HSE.gov.uk).

The designers should consider incorporating Site-Specific Health & Safety Objectives within their designs for the Principal Contractor to consider and manage within his developed Construction Phase Health & Safety Plan they are:

Existing Environmental Restrictions and Existing On-Site Restrictions detailed in this document, relevant valid licences and authorisations must be obtained prior to commencement of works

Actions to prevent uncontrolled contamination and pollution;

Proper recording of all environmental actions for inclusion in the Health & Safety File.

Additional objectives as required by site conditions

Lincolnshire Co-operative Ltd and Project team has key Health & Safety Objectives that should be considered for any impact on design work and incorporated in the Principal Contractor's Construction Phase Health & Safety Plan as required they are:

To meet HSE priorities and strive to raise the standards above legal compliance;

To ensure co-operation between all parties involved in order to complete the project safely.

To raise the awareness of interaction between members of the public, site operatives and operations, preventing trespass etc and ensure liaison with the community occurs at all stages of the project;

To have the works carried out in a manner which seeks to safeguard the safety, health and welfare of all those engaged in, or affected by, the works including site operatives, Contractors and members of the public.

To achieve, as far as is practicable, a site with zero harm.

To ensure safe access and egress to and from the site.

To protect pedestrians and adjacent occupiers from any risks associated with the site.

To ensure all persons visiting the site have been given basic safety information on any hazards associated with the current phase of work.

To ensure visitors are escorted around the site at all times.

Ensure operatives act in a safe manner and where personal protective equipment appropriate to the task in hand.

To investigate any accidents or incidents on site and take note of any recommendations coming from accident and incident investigations.

To use (where required) professional support for assisting in the safety of the site.

To provide regular toolbox talks throughout the project.

These safety goals are monitored and discussed during site meetings and actions given to the appropriate personnel.

## Objectives of the Safety Plan

The objective of this Health and Safety Plan is to ensure the Health, Safety and Welfare of persons working on or affected by this contract is satisfactorily managed. This Construction Phase Health and Safety plan has consolidated and includes pre-construction information provided by the Client. If there are any concerns or clarification required on any safety issues or responsibilities on this project, then the Client / PD should be contacted or the Principal Contractors safety advisor Dean Sykes. During construction, this Health and Safety plan must remain on site under the control of the Site Manager. The general information relating to hazards existing on the site will be covered during the initial site induction, which all operatives will receive upon first arrival to site.

### Safety Objectives

Our objective is:

- To complete the contract without any fatalities, major injuries, injuries, illness, and dangerous occurrences or near misses.
- To comply with statutory requirements under the Health & Safety at Work Act 1974, and subordinate legislation.
- To comply with all Network Rail requirements
- To comply with the requirements specified by the Client / Local Authority. Where personnel appointed to undertake works on this site are in any doubt of their statutory requirements, guidance is available from the Principal Contractors Safety Advisor (Dean Sykes, Hunt & Sykes Safety Ltd).

### Safety Goals

Maher Millard Construction Ltd will commit to the following objectives:

- Identification in advance of potential hazards, and organising the work activities so as to minimise the risks arising from them
- Setting and achieving essential basic standards for safety, health and the environment, and aiming to achieve best construction practice through a process of education and development.
- The presence of a nominated person on site whose role will be to manage safety on site, including the identification and rectification of any potentially dangerous situations.
- Establishing the site so that all necessary safe working procedures and equipment are implemented and used.
- To comply with all Network Safety Requirements & Procedures.
- Comply with all environmental statutory requirements and aim to achieve best practice standards.

These objectives will be monitored on a daily basis by the Site Manger (Dale Ellison), and Contract Manager (David Millard / Ash Cawdron) will monitor on a regular basis. Site inspections will be carried out by the Safety Consultant Hunt & Sykes Safety Ltd and a written report produced as requested by David Millard.

## Information Provided

- Pre-construction Information document (Lincolnshire Co-operative Ltd)
- Architectural drawings:
- Structural Engineers Drawings
- Services Location Information
- Site Investigation
- planning
- Planning Surveys
  - a. Drainage Strategy
  - b. Noise impact
  - c. Planning Statement
  - d. Topo Survey
  - e. Transport Assessment
  - f. Transport Swept Plan
  - g. Archaeological
  - h. Ecology
  - i. Tree Report
  - j. Flood Risk Assessment

## Individuals Responsibilities

The responsibilities given below complement each individual's general responsibilities given in the Health and Safety Policy and are specific to this site.

Contract Manager	Dave Millard / Ash Cawdron
1.	Check competence and obtain method statements from contractors before work commences.
1a	Ensure RAMS as required are approved by Network Rail before that phase commences.
2.	Obtaining risk and COSHH assessments from contractors and approve.
3.	Ensure risk assessments are carried out for site-specific hazards.
4.	Ensure contractors adhere to method statements and site rules.
5.	Ensure suitable site supervision and first aid facility is in place on site at all times.
6.	Check this Health and Safety plan for adequacy of information.
7.	Ensure welfare, emergency procedures and security requirements for site are installed and maintained.
8.	Ensure suitable Environmental Controls are implemented on site
9.	Ensure, when visiting site, health, safety and environmental matters are discussed.
10	Collect relevant information for the safety file and pass to the Client
11	Maintain contact with the Client / Project Manager / Principal Designer
12	Ensure suitable traffic /pedestrian segregation is maintained.
13	Plan sequence and programme of works, ordering of materials and inform the Client team of potential delays in programme completion dates.

<b>Site Manager</b>		<b>Dale Ellison</b>
1.	Maintain this Health and Safety Plan on site	
2.	Undertake formal site inductions for all site operatives upon their first arrival.	
3	Impose disciplinary measures where safety infringements are found.	
4.	Ensure traffic/pedestrian segregation routes are maintained.	
5.	Co-ordinate /sequence sub-contractors work	
5a	Ensure RAMS as required are approved by Network Rail before that phase commences.	
6.	Assist the Company H & S Advisors with their duties.	
7.	Ensure contractors adhere to method statements and site rules.	
8.	Ensure risk assessments are carried out for site specific hazards.	
9.	Maintain consultation with the client on site,	
10	Ensure the Fire Management procedures are maintained	
11	Ensure traffic/pedestrian segregation routes and fencing are maintained, and deliveries and collections are planned with suitable controls implemented for protection of public.	
12	Ensure contractors risk and COSHH assessments are read and signed on too prior to their commencement.	
13	Ensure suitable procedures for protection of live underground services are maintained.	
14	Monitor Environmental controls on site and implement controls as required, On Site Drainage, Road Cleaning as required, Wheel Wash as required.	

<b>Safety Manager:</b>		<b>Dean Sykes</b>
1.	Maintain Liaison with Network Rail Construction Manager Assistant Keith Querishi and ensure the project is being completed following Network Rail requirements.	
2.	Check the adequacy of contractors' method statements, risk and COSHH assessments as requested.	
3.	Provide advice on site-specific health and safety issues.	
4.	Identify 'permit to work' requirements.	
5.	Carry out formal health and safety inspections and provide advice on remedial actions where required.	
6.	Report all health and safety non-compliances to David Millard.	
7.	Undertake any accident investigations relating to this project and produce accident reports where required.	
8.	Assist in Producing the Safety plan and generic risk assessments, CEMP, Traffic Management Plan as applicable.	

## Site Location

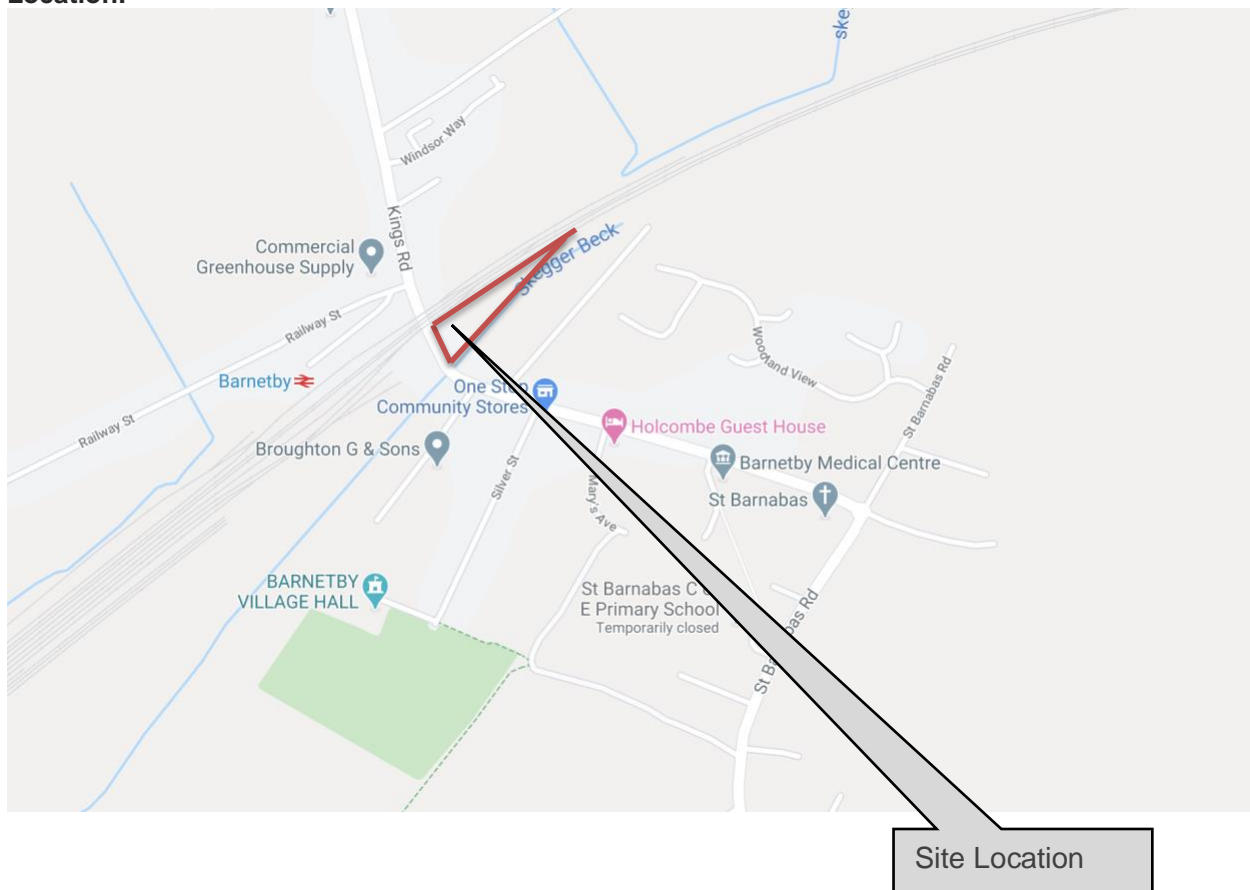
The site is situated on land off Victoria Road in Barnetby. The site is within a residential rural village of Barnetby, a former major railway junction. It is centred around national grid reference (NGR) 505570, 409980. The site is currently unused with most recent use as commercial office and works 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 (Letter of No Objection).

Access from Victoria Road South of the railway overbridge.

### Location:



## Asbestos

Asbestos is known to have been present on this site. The client has provided asbestos Refurbishment / Demolition surveys for the buildings. A copy is to be available on site and all persons made aware during induction to site. Demolition works have been undertaken and asbestos removed, however; if any further asbestos is identified, it will be removed as required by Control of Asbestos Regulations 2012.

All persons working on the site are to have had asbestos awareness training. The items identified on site are classified as un-licensed and depending on the method of removal can be removed by persons who have undertaken asbestos awareness for un-licensed removal as required by Reg 10 CAR 2012.

A certificate of removal must be obtained by the site manager from the asbestos contractor and copy of hazardous waste consignment note.

Any un-licensed removal must be carried out under controlled conditions with a written plan of work, following guidance detailed in HSE asbestos essentials task sheets, operatives are to be trained for un-licensed removal. The contractor must notify the HSE if because of the condition of the asbestos cement or the method used will make it Notifiable Non-licensed Work (NNLW).

The contractor must provide a certificate after the works are complete confirming all asbestos has been removed in accordance with the above legislation and HSE Guidance, asbestos essentials.

## Site Services

**The** Information has been obtained in relation to on and off site buried services. This information shall be provided to all relevant parties and is included in the tender documents and a copy will be held on site.

Maher Millard Construction Ltd will review details of existing services information within and immediately adjacent to the works areas.

The Principal Contractor Maher Millard Construction Ltd will check all areas of the site when any digging is required by use of trial holes and use of CAT Scan and a Permit to Dig will be in operation. Any digging near buried services will be carried out following guidance in HSG 47.

The Clients Representative (Mrs Beth Devlin) has commenced works contacting all service providers and requesting asset plans which are included within the Pre-Construction Information Annex G. The Principal Contractor Maher Millard construction will liaise with Mrs Devlin to determine the status and any builders supply etc. (Pre-Commencement Meeting).

**Gas:** Cadent gas network asset plan provided

**Electric:** Northern Powergrid Asset plan provided: Beth Devlin met with British Gas on site Nov 2020 and they finally removed the meter from the disconnected electric supply at Barnetby.

Please see attached photo of the disconnected meter for your records. We can confirm that Northern Power are amending their asset plan records to show the disconnected supply (included in PCI Annex G.) They are keen to point out there is still a Live supply to the Network rail housing unit , along the site boundary. The email attachment has plans that highlight that supply.

**Water:** Anglian Water Services Limited Lancaster House  
Lancaster Way

Huntingdon  
Cambs  
PE29 6XU  
Tel: 03457 145 145 [www.anglianwater.co.uk](http://www.anglianwater.co.uk)

**Xpose Surveys:** A utility detection & mapping survey was carried out at the site by Xpose surveys provided with the PCI Annex G. The drainage systems were traced where possible, however some pipe routes were found to be silted. it is advised that a cctv survey be undertaken to assess the condition of the pipes. No Gas was located on site. It is assumed that the heating is oil fed. The oil pipe route from the visible oil tank on site was unable to trace as the surrounding area was overgrown.

Mains electric was traced to the steel frame building along with a supply to the railway. A possible trace was located to the brick building, however access into the building is required to confirm.

All main BT routes are overhead with the exception of the old cable route as shown on the drawing.

All Water routes shown were located by GPR survey methods and are assumed to be water, with an approximate depth of 0.5m unless stated.

No stop taps or meters were located.

No further trace could be obtained on the water main in the entrance off Victoria Road, at it possibly runs in close proximity to the front fence.

### Utility Company Information

Below are details for the utility companies relevant to the location of the site this file is assigned to for emergency contact:

Utility Company	Contact Information
Electricity	<b>Northern Powergrid.</b> in an emergency or outside normal working hours contact our customer information centre on 0800 668877
Water	Anglian Water: <b>Customer Care</b> <a href="tel:03457919155">0345 791 9155</a> <b>Emergency:</b> <a href="tel:0800771881">0800 771881</a>
Gas	The <b>Gas Emergency number</b> is 0800 111 999
BT (OH or UG) telecoms	To report any of the following, please <b>call</b> us on 0800 023 2023 (option 1): Damaged underground cables (typically caused by mechanical diggers in built-up areas) Loose cables or cables dangling from <b>telephone</b> poles. Damaged green cabinets or cabinets with open doors.






### Damage to existing services


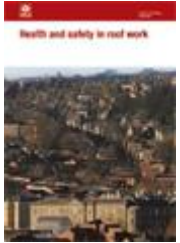
Any services damaged during the works will be reported to the apparatus owner immediately with details recorded on Damage to Service Report Form.





The Principal contractor and any contractor will assume that all services are live unless proved otherwise. All work on electrical systems will be carried out by qualified electricians.




## Specific Site Hazards/ Controls and Restrictions




Listed in the table below are some of the potential hazards applicable as part of this contract and control measures to be implemented.



Safety considerations		Hazard/Risk	Controls	Standards & Guidance
1	<p>Protection to the public and contractors.</p> 	<p>The public require protection from all work operations conducted on the site.</p> <p>Close proximity of private dwellings and maintaining access on public right of way.</p>	<p>It is essential that temporary barriers fencing etc. are erected around the work area segregating the public from the works. Secured as required by Temporary Works Management System, Suitable security measures to prevent unauthorised access.</p> <p>Adequate signs will be displayed clearly informing all personnel that construction works are in progress.</p>	<p>CDM 2015 Reg 13, 17, 18 19, 28</p> <p>L153 Managing Health &amp; Safety in construction</p>
2	<p>Access and egress to the site and safe places of work.</p>  	<p>Vehicle / pedestrian collision.</p> <p>Access /egress onto site, Fall, slip and trip hazards.</p> <p>Unauthorised access to work areas, Protection of public</p> <p>maintaining access on public right of way.</p>	<p>A Traffic Management plan is required. Segregation of pedestrians and equipment</p> <p>All contractors are to be given a site induction.</p> <p>Unauthorised access to the work area must be controlled.</p> <p>All open edges are to be suitably protected, adequate access.</p> <p>Suppliers made aware of traffic controls and restrictions.</p>	<p>Protecting the public HSG 151</p>
3	<p>Live Services.</p>  	<p>Contact / Striking of existing services potentially fatal consequences. Live Electric in vicinity of works near Southern Boundary.</p> <p>Potential Unidentified buried services on site. Drainage Water, Electricity, BT. Use of permit system to isolate services ensuring supply for neighbouring residents Network Rail</p>	<p>The contractor must assume that all services are <u>live</u> unless proved otherwise.</p> <p>Cable and service detection equipment must be used prior to any excavation work.</p> <p>Use of surveys provided Contact service providers and arrange for isolation if applicable.</p> <p>Only qualified electricians trained operatives are to be used.</p> <p>Dig trial holes confirm service locations. Permit to dig used,</p>	<p>“Avoiding danger from underground services”</p> <p>HS(G) 47</p> <p>The Electricity at Work Regs 1989</p>


Safety considerations		Hazard/Risk	Controls	Standards & Guidance
4	<p>Working at height.</p> 	<p>Falls from height</p> <p>Scaffold working platforms</p> <p>Falling objects when carrying out work at height, brickwork, steels cladding, roof tiling etc Potentially Fatal</p> <p>Falling Objects. Encroachment onto Network Rail Land.</p>	<p>All works at height must be assessed for risks and planned/managed accordingly in consultation with the safety consultants.</p> <p>Scaffold to be as designated BS EN 12811 checked weekly as a minimum requirement by competent person and recorded in register. Site Manager is responsible to ensure this is done. Any incomplete scaffold must have signage placed do not use.</p> <p>A scaffold handover certificate or BS EN 12811 conformity sheet provided and accepted by site manager. Internal fall netting will be installed, inside the building steel frame, these will then be checked signed off. Sufficient Edge protection to be provided to roof.</p> <p>Any Ladders must be secured on both stiles, extend 1m past landing place, and not be in vehicle transit routes. Ladders must be in good condition EN131 professional class1. No persons are to carry tools equipment up ladders. Placed at 1:4 75 degree angle.</p> <p>Do not overload working platform with tiles, bricks etc, 2KN (200kg m2).</p> <p>Tower scaffold should be erected by PASMA accredited operatives. Podium steps in preference to ladders. MEWP valid through examination, IPAF accredited operators, rescue plan in place, and harness worn by operatives. Exclusion zones below work areas. All equipment to be checked for serviceability before use maintain records.</p>	<p>W@H Regs 05</p> <p>HSG 33 (Health &amp; Safety in Roof work)</p> 

Safety considerations		Hazard/Risk	Controls	Standards & Guidance
5	 <p>Un-controlled Collapse of Excavations</p>	<p>The weight of removed material or machinery on ground level, spoil heaps. Collapse of excavations / unstable ground, where drainage, interceptor and service pits backfilled.</p> <p>Undermining of structures</p> <p>Persons &amp; equipment falling into excavations</p>	<p>Stability of structures. No part of a structure shall be loaded as to render it unsafe to any person. Survey, trial holes, Temp support, road plates spreaders etc. Use of Excavation support as required, inspection by competent person, suitable access.</p>	<p>CDM Regs 2015, ACOP Reg 22</p> <p>BS 5975 Temp Works</p>
6	<p>Vibration.</p> 	<p>HAVS and related disorders, using hand held breakers, power tools.</p>	<p>Avoid use of vibratory / percussive tools. Use remote tools / machines. Monitor and manage any exposure to operatives. Rotation of operatives selection of correct equipment taking account of vibration levels</p>	<p>Control of Vibration at Work Regulations 2005.</p>
7	<p>Manual Handling.</p> 	<p>Handling loads in excess of 25kg.</p> <p>Repetitive manual handling of loads.</p>	<p>All work must be fully planned and co-ordinated to avoid manual handling so far as is reasonably practicable. Mechanical lifting aids must be considered as the first option.</p>	<p>“Backs to the future”</p> <p>Safe Manual Handling in Construction</p> <p>HSG 149 MAC Tool</p>
8	<p>Hazardous Substances including dust and silica</p> 	<p>Exposure to hazardous substances with a risk of injury or illness.</p> <p>Including dust levels</p>	<p>Eliminate or substitute if possible. Ensure that COSHH Assessments are produced for all hazardous substances used on site. Suitable storage to be provided for hazardous Substances. Provide suitable supervision and control measures to ensure that COSHH Assessments are followed. For RCS, control measures must be effective in keeping exposure below the Workplace Exposure Limit (WEL) (0.1 mg/m3 respirable dust, averaged over 8 hours). water suppression and operatives wearing FFP3 RPE masks face fit tested. Avoid dry sweeping M Class Vacuums and on tool extraction. Internal Use of mobile Local Exhaust Ventilation system in work areas. On tool extraction</p>	<p>COSHH 2002</p> <p>HSE CIS36</p>

Safety considerations		Hazard/Risk	Controls	Standards & Guidance
9	<p>Noise.</p> 	<p>Work in an environment with noise levels above 80 and 85 dBA</p> <p>Public in close proximity</p>	<p>Avoid work above 85 dBA.</p> <p>Ensure that site induction training includes the need to use ear protection above 80dBA. Works may need to be co-ordinated to avoid nuisance to neighbouring premises and the public.</p> <p>Schedule works to less busy periods of the day.</p> <p>Choice of less noisy processes where possible. Establish ear protection zones where 2nd action level is exceeded.</p>	<p>CN@W Regs 2005.</p>
10	 <p>Control of Site Waste</p> <p>Environmental hazards</p>	<p>Environmental hazards</p> <p>Spillage of contaminants, pollutants. To Skegger Beck water course.</p> <p>Carrying site waste onto highways</p> <p>Noise dust emissions</p> <p>Waste removal</p> <p>Traffic nuisance heavy goods vehicles/trucks in load of materials</p>	<p>A site Waste Management Plan is recommended, and environmental Impact assessment of the works is carried out.</p> <p>Only licensed waste carriers are to be used.</p> <p>Emergency action put in place for fuel spillages.</p> <p>Wheel wash may be required</p> <p>Nuisance noise and dust to neighbouring retail premises and public access routes.</p>	<p>EA Guidance Pollution Prevention Guidelines</p> <p>PPG6</p>
11	 <p>Emergency Planning</p>	<p>Fire Risk</p> <p>The build-up of combustible waste and means of ignition could start a fire.</p> <p>Emergency evacuation of the site may be required</p>	<p>Fire risk assessment and management plan produced by competent person.</p> <p>Ensure escape routes are maintained. Means of raising alarm, assembly area</p> <p>Firefighting equipment provided.</p> <p>Carry out fire drill and test procedures.</p> <p>Use of hot works permit system</p> <p>Minimise quantities of Flammable substances on site correct storage</p>	<p>Fire Safety in Construction</p> <p>HSG 168</p>

Safety considerations		Hazard/Risk	Controls	Standards & Guidance
12	 <p>Foming New Store Access</p>	<p>Obstruction and impact on the public routes as access is currently used by Hollies Farm. Service connections and diversions</p> <p>Maintenance of public walkways,</p> <p>Slip trip hazards</p>	<p>It is essential to ensure that all construction work, stores, materials and plant are kept within the boundary of the site. Highways approval permits and traffic control as required. Operatives carrying out works on the highway must be on the highways approved contractor list and NRSWA trained Sequencing of works correct signage, and barriers.</p>	<p>Street Works Act</p> <p>'Chapter 8'.</p> <p>CDM 2015 L153</p> <p>"Health and Safety in Construction"</p>
13	<p>Contaminated Ground</p> 	<p>could introduce pathways by which contaminants can migrate into water-bearing soil or rock layers, surface water or present risks to human health and the environment.</p>	<p>Site Manager will make sure that he plans the site so that you can separate contaminated materials from non-contaminated materials, and that you can store them without risk of pollution. Contaminated materials may need to be stored in a particular way, for example to prevent contaminants from leaching into the ground or into watercourses in the area where the contaminated material is being stored. Drainage from such storage areas may need to be contained or treated. If you discover any unexpected materials during your work, stop work until the materials have been adequately identified. Suitable welfare with good hygiene procedures for operatives on site. Suitable PPE to be worn as identified by risk assessment. Correct disposal of hazardous waste retain consignment notes for inclusion in Health &amp; Safety File.</p>	
14		<p>Network Rail assets at the Northern side of the site, signal box and underbridge close proximity</p>	<p>Network Rail agreement is in place. They must approve all works before commencing and in some cases will be present on site.</p> <p>Construction Manager (East Team) Floor 3B, desk 179 George Stephenson House Toft Green York, YO1 6JT Tel: 01904 383283</p> <p>Ref Number: WB60369/PW1/NB</p> <p>WB60369 Keith Querishi Mobile: 07732641348 Email: Keith.Querishi@networkrail.co.uk</p>	<p>ASPRO.GN001 General Guidance</p> <p>ASPRO.SG004 Vegetation</p> <p>ASPRO.SG005 Development</p> <p>ASPRO.SG006 Demolition</p> <p>ASPRO.SG007 Scaffolding</p> <p>ASPRO.SG011 Works Near NR Underbridges</p> <p>ASPRO.SG014 Pipes and cables adjacent CAP Good Practice – Mobile Cranes</p>

Safety considerations		Hazard/Risk	Controls	Standards & Guidance
15	 <p>Covid-19</p>	Carrying out work on site during Covid-19 pandemic.	<p>Operatives vaccinated in line with Gov guidance. Do not come to work if suffering symptoms get tested.</p> <p>Stop all non-essential visitors.</p> <p>Maintain social distancing where possible. Increased cleaning regime particularly on common contact surfaces. Reduced number of workers on site. Hand sanitizer will be provided where hand washing facilities are unavailable. Staggered break times, workers encouraged to take breaks in their own vehicles. Work to be planned to maintain social distancing.</p> <p>All workers to have read and work in accordance with the Covid-19 Risk assessment. Possible use of face coverings</p>	<p>Construction Leadership Council site operating procedures</p> <p>Covid-19 Risk Assessment</p>
16	 <p>Lifting Operations</p>	<p>Hazards from lifting operations,</p> <p>Loss of load, failure of lifting equipment</p> <p>Collapse /topple of equipment</p> <p>Encroachment onto network rail land</p> <p>Overhead hazards/restrictions</p> <p>Access and ground bearing for crane.</p>	<p>All lifting equipment used on site is to be suitable for the task. Lifting equipment is to be Thorough Examination certified with records available on site for inspection. Lift plan approved by Network Rail before works commence, they may need to be present on site? TBC A Contract Lift agreement will be used.</p> <p>Records of before use checks are to be maintained. Lifting to be planned by Appointed person suitably qualified personnel Lift plan produced. Ensuring that the surface area of the load is taken into account selecting appropriate lifting accessories Schedule of common lifts detailing weights. Slings arrangements. <b>load chart</b> durable load chart which should be affixed in a prominent position, easily readable by the operator including information on rated and actual capacities Ensuring that there is a lift supervisor designated to direct personnel and that the operation is carried out in accordance with the lift plan.</p>	<p>LOLER 1998</p> <p>BS 7121</p> <p>CPA Guidance Lifting with excavators</p>

Safety considerations		Hazard/Risk	Controls	Standards & Guidance
17	 <p>Plant used on site</p> <p>Potentially fatal consequences of persons being crushed by mobile plant equipment.</p>	<p>Work activities adjacent to moving plant. Plant collision.</p> <p>Impact with moving plant.</p> <p>Vehicles arriving on site to deliver materials and remove waste</p> <p>Common to the use of all mobile plant and vehicles is the need to segregate vehicles from pedestrians, train staff to use the machines competently; and make sure that the machines are regularly inspected, serviced and maintained. Consider: exclusion, clearance, visibility, and the need for a signaller</p> <p>Consider: visibility (forward and rear), loading, ground conditions and speed</p> <p>Consider confined overhead working, ground conditions, outriggers, guardrails, arresting falls, falling objects, weather, handling materials and nearby hazards</p> <p>Consider overturning and collision.</p>	<p>All work equipment to be used must be suitable for the work and have all required safety features, including warning lights and reversing alarms. Operatives to use seat restraint when fitted</p> <p>Only authorised, competent and trained operatives are to use plant machinery. CPCS, NPORS or equivalent.</p> <p>A Traffic management plan is to be established segregating pedestrians from plant equipment The Site Manager must ensure that all plant operations are properly planned and supervised.</p> <p>All plant will be subject to regular inspection regime including thorough examination where applicable. Written weekly check to be carried out as a minimum.</p> <p>Segregate plant from pedestrians using barriers and crossing points.</p> <p>Ensure suitable distance is maintained from Network Rail Boundary.</p> <p>Use of stop blocks, ROPs fitted and seat restraints.</p>	<p>HSG144</p> <p>The safe use of vehicles on construction sites</p> <p>GE700</p>

## Health, Safety and Welfare Arrangements

The welfare requirements identified by Schedule 2 of the Construction (Design and Management) Regulations 2015 will be provided and maintained. A self-contained site cabin will be established on site. Welfare, provided will include:

- Flushing toilets connected to the mains water and drainage system where possible.
  - If main connection is not available, then facilities with a built in water supply and drainage tank.
  - Portable chemical toilets can be used as a last resort. If using portable chemical toilets, you need 1 for every 7 people working a 40-hour week.
  - Toilets should be ventilated, lit and kept clean.
  - There should be arrangements for cleaning the toilets (daily may not be sufficient) and an adequate supply of toilet paper etc.
  - There should be wash basins with hot and cold (or warm) running water next to the toilets with soap and towels (or hand dryers).
  - The basins should be large enough to wash hands, face and forearms.
- We will be providing a mobile self-contained unit with canteen and an in-built chemical toilet. This will be powered by an in-built generator.

### Regular Liaison:

Regular project team meetings will be held at least monthly throughout the duration of the project. As information is produced it will be circulated to all those that need it. Any sub-contractors will be kept informed as applicable to their specific requirements.

Monthly site meetings with the Client and project team will take place and records maintained.

Details of all Health and Safety issues pertinent to the variations, including the results of all appropriate risk assessments undertaken, should be distributed to the relevant parties. Should substantial design changes prove necessary on site, the Principal Designer and Client must be advised as soon as reasonably practical. The Principal Designer will organise an appropriate forum to discuss and resolve the issues raised. The Principal Designer is to be advised of any variations to the materials specified within the contract documents during the contract period.

Maher Millard will inform the relevant parties immediately of any matters relating to Health and Safety on site, including visits by the Health and Safety Executive, accidents and emergencies etc. The Principal Contractor shall provide to the CDM Advisor relevant information in order to assemble the Health and Safety file at completion of the project.

### Communication & Consultation with the work force

1. To ensure an effective two-way communication process is in place within the company between employees at all levels the following provisions are in place
2. Site will be visited by the Director (David Millard) including question and answer forums directly with employees.
3. Safety Consultants will visit site monthly or as requested and produce a written report he will lease directly with the workforce on Health, Safety and Environmental issues.
4. Contact details of the Health and Safety Managers are displayed at all work-places to encourage active communication.

5. In addition to ensure relevant current project information is available to all employees a Health, Safety & Environmental notice board will be established on each site, which will display relevant information for the project, and will include:

- Company Health & Safety & Environmental Policy Statement
- Contract Specific Health, Safety and Environmental Risk Planning
- Regular Safety planning meetings.
- Health, Safety and Environmental News Flashes
- Emergency procedures
- Relevant Insurance Certificates and Statutory Notices
- List of trained First Aiders
- Health and Safety at Work Poster
- Contact details of Company Safety Managers
- HSE Notification F10

Personnel wishing to raise concern or comment regarding health and safety on this site must, in the first instance, contact the Site Manager (Dale Ellison). If personnel feel their concerns are met with a less than satisfactory response, the Company H & S Manager must be contacted (Dean Sykes - 07803 697058).

Day to day health and safety compliance on site is the responsibility of the Site Manager, who must report any concerns immediately to David Millard or Company H & S Managers. Further communication with the Company H & S Managers will be made during the formal site health and safety inspections.

### **Information for Contractors**

A copy of this plan will be kept available on site and all contractors appointed to site will, during induction, be advised to read it. Any Service drawings and information from the Client will also be made available to any contractors as requested. Details of site-specific hazards site rules, mandatory requirements and welfare/fire/first aid procedures and facilities will be discussed during initial formal site induction.

A copy of the Site Rules will be briefed and provided to contractors.

Induction to site will be carried out for all contractors and records maintained. The induction will be given by the Site Manager Dale Ellison and will cover as a minimum the following:

- Site Rules
- Maintaining Access / Protection of public and residents
- Fire procedures
- Location of fire points and extinguisher types
- An emergency fire escape route leading from the work area will be maintained.
- Hygiene arrangements when in the construction areas
- Clothing to be worn
- First Aid arrangements
- Services location
- Permits required
- Keeping all emergency routes and access routes clear of waste and materials.
- Public Right of way
- Network Rail restrictions / procedures
- Contaminated Ground (discovering pollution hot spots)

Daily Briefings will be held at the start of the day between contractors on site. This will enable the Site Manger to schedule areas of works between contractors.

The minimum information which will be displayed on site includes: the location of the first aid point and the identity of the first aider(s), fire/emergency evacuation notices, Public and Employer's Liability Insurance Policy details, a Health and Safety Law Poster and a copy of the Site Rules.

Where contractors are not maintaining satisfactory safety standards they will be immediately informed, and the required improvements confirmed in writing. Contractors found to be working in a manner, which is determined by the Site Manager or Company Health and Safety manager to be detrimental to their own, or other person's health, safety and welfare will be immediately removed and excluded from site pending an investigation by the Managing Director and Safety Advisor.

### **Sub-contracted Elements of Contract**

All specialist sub-contractors employed by Maher Millard Construction Ltd are carefully selected to ensure a high level of competence in the duties for which they are employed. Sub-contractors must satisfy the Company as to their suitability / competence before commencement of work.

Where sub-contractors are not on the Company 'approved list' (Approved contractors list), then pre-qualification plays a major role in influencing the selection of such sub-contractors. Pre-qualification requires that they submit their own Health, Safety & Environmental policy statement and complete a pre-qualification questionnaire or be a current member of one of the Approved Contractor Assessment Schemes (Chas etc) before being allowed to tender.

The pre-qualification questionnaire is used to identify past performance, experience and any enforcement action taken against them. It also is used to demonstrate that a sub-contractor has sufficient resources to complete the proposed work in a safe manner.

### **First Aid Procedures**

Suitable First Aid provision will be provided in the work area by the site manager

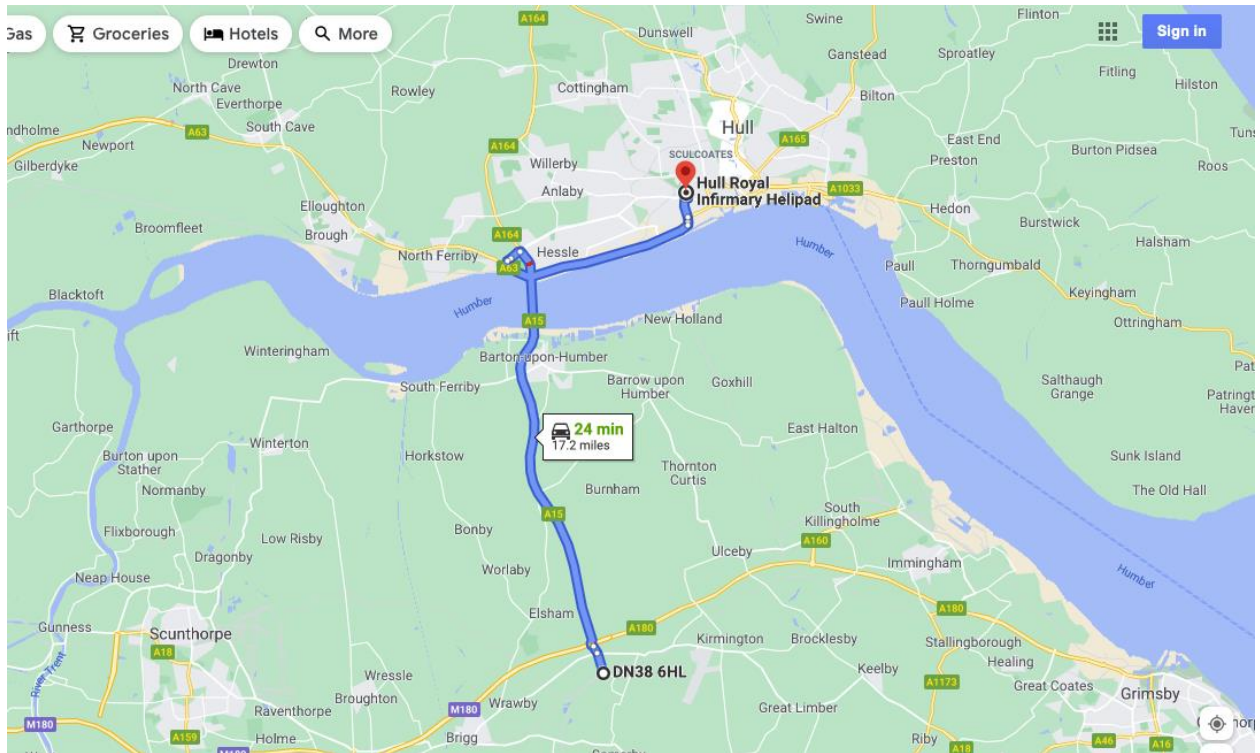
The First Aid Box will be stocked in accordance with the First Aid at Work Code of Practice, appropriate to the number of personnel on site. The location of First Aid facilities and the identity of First Aiders will be displayed on site and briefed to all personnel during induction.

The nominated First Aider will ensure that the first aid facilities remain fully stocked.

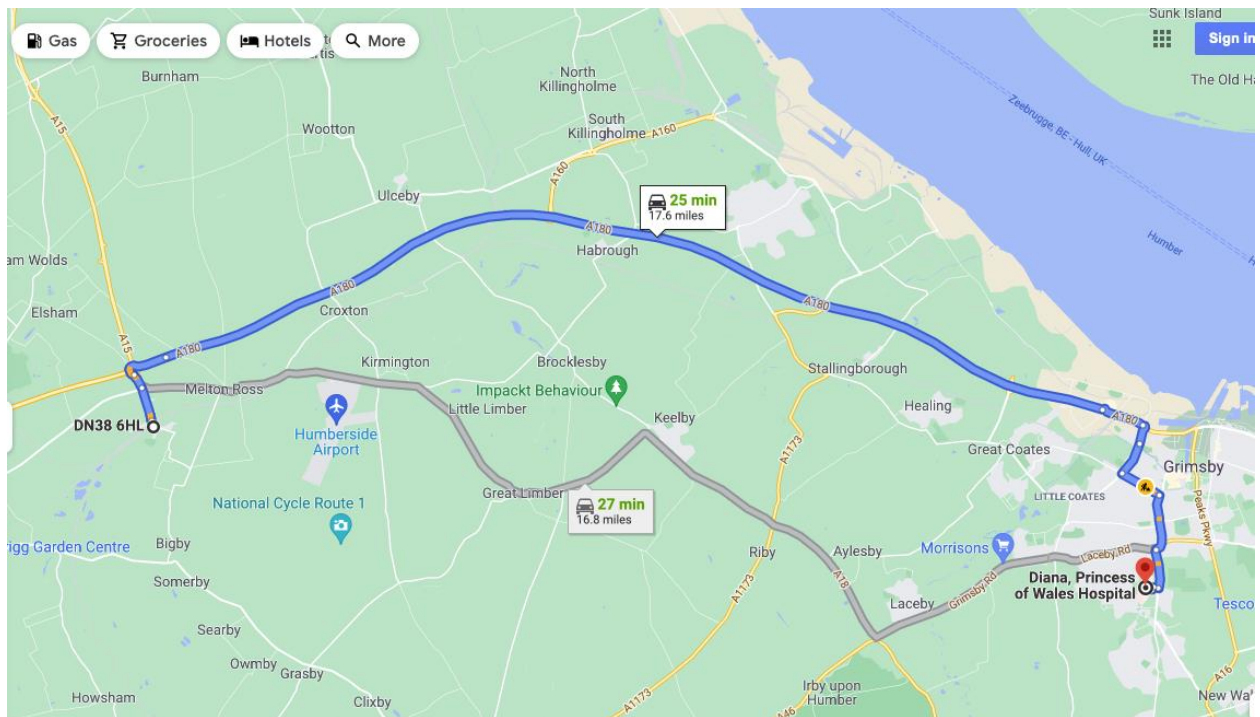
Nearest Hospital:

<b>A</b>	<b>Hull Royal Infirmary</b>	<b>A&amp;E</b>
<b>Tel: 01482 875875</b>	Anlaby Road Hull HU3 2JZ	<b>Open now</b> 11.9 miles <b>More information</b>
<b>Opening Hours</b> Today: Open 24 hours		
<b>This service is for:</b> Anyone aged 16 or over		
<b>B</b>	<b>Diana, Princess Of Wales Hospital</b>	<b>A&amp;E</b>
<b>Tel: 01472 874111</b>	Scartho Road Grimsby DN33 2BA	<b>Open now</b> 13.0 miles <b>More information</b>
<b>Opening Hours</b> Today: Open 24 hours		
<b>This service is for:</b> People of all ages		
<b>C</b>	<b>Lincoln County Hospital</b>	<b>A&amp;E</b>
<b>Tel: 01522 512512</b>	Greetwell Road Lincoln Lincolnshire LN2 5QY	<b>Open now</b> 24.1 miles <b>More information</b>
<b>Opening Hours</b> Today: Open 24 hours		

### Route Map for Hull Royal Infirmary:



### Route Map for Diana Princess of Wales Hospital:



## Fire/Emergency Procedures

The Site Manager will carry out a fire risk assessment for site and produce a fire plan drawing detailing routes assembly area location of extinguishers means of raising the alarm etc, he will ensure all contractors are aware of the following:

A fire point containing extinguishers and means of raising the alarm, Claxon will be situated in the work area. The Alarm is to be raised Claxon / Air Horn in the event of a fire or an event requiring an evacuation of the whole or part of the site. Fire exits and escape routes are to be maintained at all times.



Through the site induction and displayed fire action notices the information regarding the arrangements for evacuation and assembly will be disseminated. In the event of a fire or emergency evacuation on site all personnel must report to the designated assembly point. If, in the event of a small fire occurring on site attempts should be made to extinguish the fire using the fire extinguishers provided on site. For any hot works a Fire Extinguisher is to be available directly where the work is being carried out.

Access for emergency vehicles is to be maintained at all times.

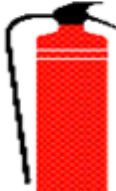
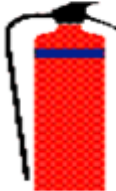


### Fire Emergencies

You must ensure that you memorise the fire procedure described during induction.

- Raise the alarm, do not delay

### Fire Extinguishers and uses

**TYPES OF FIRE EXTINGUISHERS**  
their uses and their colour coding according to BS EN 3: 1996

			
<b>WATER</b>	<b>POWDER</b>	<b>FOAM</b>	<b>CARBON DIOXIDE (CO<sub>2</sub>)</b>
For wood, paper, textile and solid material fires <b>DO NOT USE on liquid, electrical or metal fires</b>	For liquid and electrical fires <b>DO NOT USE on metal fires</b>	For use on liquid fires <b>DO NOT USE on electrical or metal fires</b>	For liquid and electrical fires <b>DO NOT USE on metal fires</b>

The contents of an extinguisher is indicated by a zone of colour on the red body of the extinguisher

Fire Alarm Isolation: Not applicable

## Accident Reporting

### Accident investigation and reporting

In order to meet the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013 (RIDDOR) the following procedures must be adhered to.

**These apply to all persons, including the public**, who may have been harmed or otherwise affected by our work activities.

All accidents or dangerous occurrences, regardless of how minor they may appear at the time, must be reported at the earliest opportunity to the Site Manager who will record them on the accident form.

All near misses must be reported to the supervisor who will complete the company near miss form and forward to the Maher Millard Construction Ltd head office Tel: 01522 699310 Mob: 07399 156366

In the event of a serious or reportable accident, statements from witnesses, and where practical, photographs of the scene of the accident must be taken. The scene must not be disturbed until permission to do so as been granted by the safety manager (Dean Sykes).

***Notification of reportable incidents to the HSE shall be undertaken by the employer of the injured person.***

All accidents must be entered onto the accident report form, with a copy to be sent to Maher Millard Head Office.

**Please Note:** In the event of an incident involving a member of the public our policy is to investigate and record all the available information, for example:

- Name & address of member of the injured party.
- Nature of incident — slips, trip, fall, etc.
- Injuries sustained.
- The exact location of the accident

This information must then be passed to **Dean Sykes** as soon as possible.

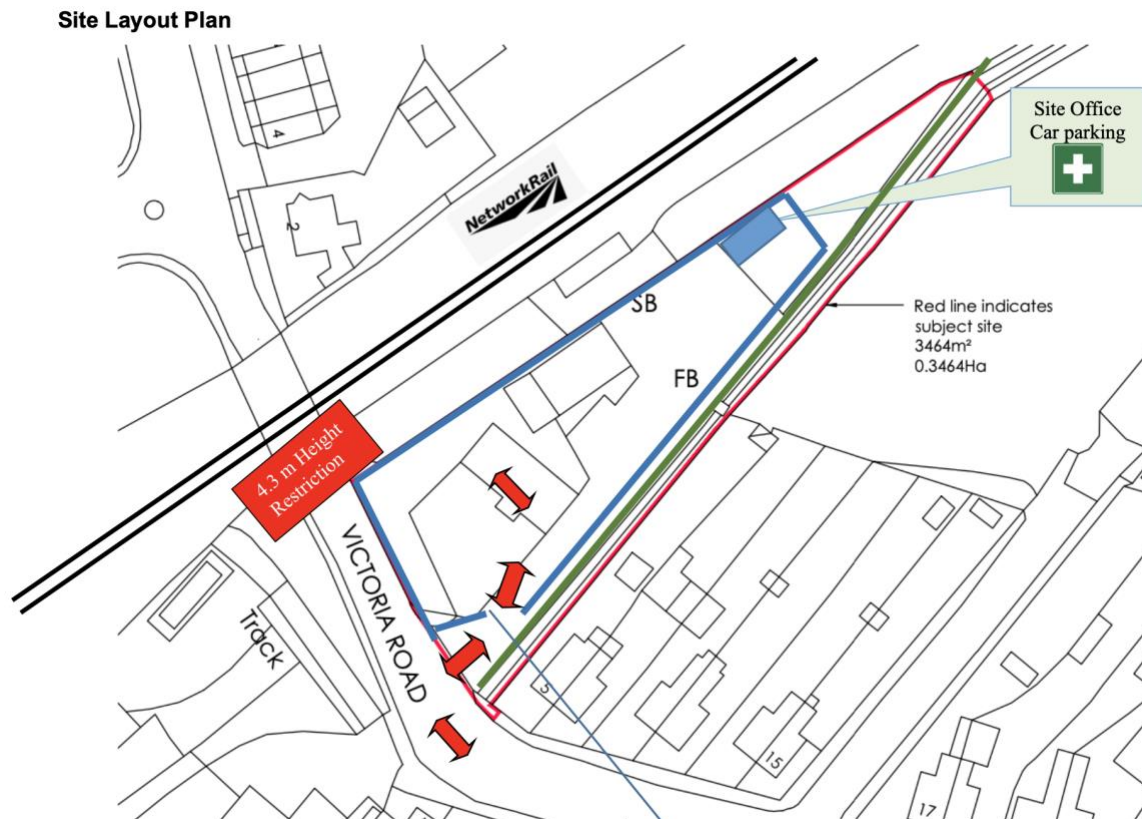
# Traffic Routes

## Site Access

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.

The Site access is direct from Victoria Road. 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.



## Contractor's parking

Site personnel's vehicles shall be restricted from parking at the roadside. It is intended to establish a contractor parking area on site this will reduce congestion on the main access route Victoria Road.

The management and control of traffic during the works shall be of high priority and it is our intention to ensure that the public right of way pedestrian route is demarcated using barrier fencing and are kept free from obstruction during the works. The traffic management plan shall be updated as the works progress or if site conditions change dramatically increasing the risk to users of the highway, the general public and local residents.

The skips will be removed on a regular basis with once again the vehicles movements supervised by a banksman. All footpaths and roads will be once again kept free from debris and safety signs will be in place warning third parties of the activities taking place and speed limits.

Safety signs will be placed at vantage points to make the general public aware of the activities taking place.

## Site working hours

Construction 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.

## Security

Issue	Risk rating (✓ appropriate box)			
	Very high	High	Average	Low
Vandalism			✓	
Theft			✓	
Arrangements	Proposal:			
Security arrangements	Secure building materials within compound area with 2m heras fencing.			
Prevention of Unauthorised access to site	Fence panels with warning signage placed along the site route.			
Theft	All theft and damages to be reported immediately to Construction Director David Millard			

Maher Millard Construction Ltd will be responsible for controlling access to site areas whilst construction works are underway. Any contractor access to areas other than those on the tender drawings will be by specific permit only. No access onto Network Rail Land.

Visitors to the site working area will be requested to report to the Site Senior Person, sign in and receive an induction.

The Principal Contractor Mahe Millard Construction Ltd and all of our subcontractors and operatives must sign in and out on a daily basis.

The Site Manager is responsible for ensuring the working area is secured at cease works daily. Heras fencing will be used. Additionally, Heras fencing barriers will be used for a protected walkway on the Public right of way will be established.

## Design Management

Under CDM2015, each element of design including temporary works, designed access equipment, individual specialist contractor and specialist designer packages, is required to be developed with due consideration for the health and safety of all concerned both during construction and subsequent occupancy and maintenance. Handling design changes during the project must in the first instance be agreed by the Contract Administrator Principal Designer (Framework Gregg Wilson details of any design changes will then be distributed to all parties for comment. Wherever practical, consideration must be given to designing out health and safety risks within the works, should this be in conflict with the contract documentation, alternative proposals must be highlighted, and agreement reached.

### Design control information

Design Consultants Inc. Specialist Sub-contractors Or Suppliers with Design Responsibility	Areas of Responsibility	Name Of Responsible Person
Mahe Millard	Temporary Works	David Millard
York Sills Ltd	Structural Engineer	Robert Webster
Framework Architecture	Architect	Sam Winton
	Steel Design	

## Temporary Works Management

The correct design and execution of temporary works is an essential element of risk prevention and mitigation in construction. BS 5975:2019 provides recommendations and guidance on the procedural controls to be applied to all aspects of temporary works in the construction industry.

Maher Millard Construction Ltd during the planning phase of any project will identify any requirement for specialist temporary works, and if required seek guidance from our Safety Consultants to ensure effective arrangements for controlling risks arising from the use of temporary works are in place. We will appoint specialist design and contractors as required.

We will list any temporary works for a project onto a register identifying who was responsible for design and a register to record on-going inspections.

- In-house Temporary Works Design to Be Approved by: David Millard
- Temporary works on the Network Rail Boundary will also require approval by their Engineer

Guidance can be requested from Health & Safety Consultant (who is temporary works co-ordinator)

## Arrangements for work with or near fragile materials

Prior to commencement of works in any area of site an assessment will be carried out by the Site Manager to agree materials surfaces that will require protection; these will include for example protection of fencing,

Condition of this protection will be monitored on a daily basis by the site manager and replaced / repaired as required.

### **Dilapidation Record**

Where applicable photographs and a written record will be taken of the condition of existing and neighbouring buildings, boundaries, pedestrian footpaths, services assets etc.

## Contents of Health and Safety File

### General

Maher Millard Construction Ltd will ensure that the information designated for the Health and Safety File is provided in good time (within 7 days of completion) for inclusion in the File, which is intended for delivery at handover of the project.

'As Built' drawings recording details of construction for all Contractor designed work and performance specified work.

Prior to Practical Completion Maher Millard Construction Ltd shall provide information for the Health and Safety File to the CDM Advisor Dean Sykes. This shall as a minimum, contain the following information:

- Full contact details of all sub-contractors used to include work performed
- Full contact details of all suppliers used to include materials supplied
- Records or "as-built" drawings and plans used and produced throughout the construction process, along with the design criteria and shall include, as a minimum:
  - A site plan(s) showing the actual position and route of all drainage and services.
  - Architectural, structural and specialist drawings and calculations for all structures
- General details of the construction methods and materials used to include:
  - Details (specific and common) relating to the structure and materials showing method of construction, fixings, schedules of ironmongery, sanitary ware, finishes etc.
  - Details relating to health and safety that may affect future structural alteration.
  - Details relating to health and safety that may affect future demolition or dismantling works.
  - Details relating to health and safety that may affect cleaning and maintenance works.
  - COSHH Statements for materials that may affect health and safety in any of the above (items a – d)
- Detail of the structure's equipment and maintenance facilities including maintenance procedures and requirements.
- Manuals produced by Specialist Contractors and suppliers, which outline operation and maintenance and service procedures and schedules for all plant and equipment installed as part of the structure, including manufacturers and/or suppliers guarantees and warranties etc.
- Details of the location and nature of utilities and services including emergency and firefighting systems including:
  - As installed drawings and schedules:
    - Electrical power and lighting
    - Fire alarms
    - Security alarms
    - Telephones

- Mechanical
- Other services
- List of Sub-Contractors responsible for service installations
- Completed copies of Electrical Test Certificates.
- Completed copies of Gas Test Certificates.
- Completed copies of Benchmark Log Books.
- Details relating to health and safety during future alterations to services.
- Details relating to health and safety during future demolition or dismantling.
- Details relating to operation and maintenance procedures for plant and equipment.
- Details and locations of utilities and services.

This is indicative of the type of information that is required.

### **Format and Content**

Client as requested that electronic copy is provided.

The Maher Millard Construction Ltd must obtain the required information from all Designers, Contractors and Sub-Contractors who come within their Contract. We require all printed information. also, to be in electronic pdf format.

The CDM Advisor will provide an electronic template Health and Safety File.

# Risk Assessments & Method Statements

## Site Specific Hazards

Risk assessments specific to activities on this site are incorporated in this section of the plan. **ALL** risk assessments are to be read by personnel involved and signed by the operatives prior to works commencing.

Details of hazards specific to this site are given overleaf, together with a description. A risk assessment must be included for each and its reference number inserted on this table. Hazards may be identified from the Pre-Construction Information and/ or site inspections. Some assessments may be required due to the interaction of site activities, a number of assessments will be carried out by specific sub-contractors for their work.

Should any hazard arise during the construction process, which has not been, previously recognised the Site Senior Person should contact the Company H & S manager (Dean Sykes) to provide the necessary documentation?

## Contractors Risk Assessments

The Contract Manager is responsible for ensuring contractors appointed to undertake works on this site have produced adequate Risk Assessments. Risk Assessments must form part of each contractor's method statement and should be identified in the next section of this safety plan and a copy held on site.

**Note:** It is a requirement of the Management of Health & Safety at Work Regulations that contractors prepare risk assessments to cover both employees and others who may be affected by their work.

## Site Risk Assessments Applicable on this Project

Sub-contractors will produce RAMS for the works they will be undertaking. Risk assessments listed below will be available on site to be used if not covered by contractors. Site Manager to select generic assessments

RA No	Activity	Relevant	RA No	Activity	Relevant
1	Work at Height	✓	52	Visitors to site	✓
2	Use of Access scaffold	✓	53	Driving company cars & vans	✓
3	Use of Mobile tower scaffold	✓	54	Use of Step ladders	✓
4	Use of Ladders	✓	55	Diamond Drilling	✓
5	Use of Trestles	✓	56	Lifting Operations using HIAB	✓
6	Fire risk assessment	✓	57	Plumbing Works	✓
7	Materials storage on site	✓	58	Electrical Works	✓
8	Storage and use of LPG	✓	59	Working in Hot Climate	✓
9	Storage and use of highly flammable liquids	✓	60	Use of Portable Pipe-Threading Machines	✓
10	Slinging of loads	✓	61	Joinery activities	✓
11	Use of Lifting equipment	✓	62	Use of Hop Ups and Low Level Platforms	✓
12	Lifting Operations	✓	63	Protection from Asbestos exposure	✓
13	Use of Mitre Saw	✓	64	Housekeeping	✓
14	Use of Abrasive Wheels Cut Off Saw (Stihl)	✓	65	Not in Use	
15	Cartridge operated tools	✓	66	Waste management	✓
16	Manual handling	✓	67	Work in Other company premises	✓
17	Use of Hand tools	✓	68	Use of Excavators	✓
18	Use of Compressors/breakers	✓	69	Excavators used for lifting	✓
19	Use of Forklift trucks		70	Use of Ride on rollers	✓
20	Use of Portable electrical equipment	✓	71	Use of Wheeled loader excavators	
21	Disposal of waste materials	✓	72	Use of Dumpers (open cab)	✓
22	Work in Confined Spaces	✓	73	Concrete and mortar mixers	✓
23	Work Near/Under Overhead Power Lines	✓	74	Delivering concrete through truck mounted pump	✓
24	Work Near existing underground services	✓	75	Concrete finishing	✓
25	Working in remote areas/alone	✓	76	Using a Rotary Push Mower	
26	Work in Occupied premises	✓	77	Using a Ride On Mower	
27	Work on fragile roofs	✓	78	Using a Petrol Strimmer	
28	Work in/near excavations	✓	79	Using a Petrol Hedge Cutter	
29	Public safety	✓	80	Emergency Planning	✓
30	Transport safety on site	✓	81	Pollution Prevention & Control	✓
31	Working on contaminated land	✓	82	Works in the Highway	✓
32	Work in Live sewers	✓	83	Pulling Cables	✓
33	Work Near water		84	Demolition / Dismantling Works	
34	Dust	✓	85	Load and Unload Vehicles	✓
35	Vermin	✓	86	Use of Podium Steps	
36	Work in Areas renowned for drug users		87	Protection from lead	✓
37	Young Persons	✓	88	Dismantling & Installation water Boiler	✓
38	Hotworks	✓	89	Dismantling & Installing Ductwork	
39	Loading/Unloading of plant and machinery	✓	90	Plumbing Pipe Work Installation	✓
40	Protection to third parties	✓	91	Soldering Pipe Work	✓
41	Delivery driving	✓	92	Brazing and Bronze Welding	
42	Use of Electrical circular saw	✓	93	Oxy-Acetylene Welding	
43	Forklift elevated work platform operation		94	Electric Arc Welding	
44	Scaffold Operations	✓	95	Pneumatic Pressure Testing	✓
45	Use of Telescopic handler	✓	96	Operation of Novopress Aco 201	
46	MEWP Mobile elevated work platform operations	✓	97	Use of Genie Lift	
47	Using Substances hazardous to health	✓	98	Use of Jet Washer	✓
48	Re-fuelling of plant	✓	99	Use of Portable Exhaust Ventilator	
49	Use of Tools with vibration risks	✓	100	Use of Aluminium Chop Saw	✓
50	Electrical testing/commissioning	✓	101	Use of Trolleys	
51	Working with white asbestos cement sheeting	✓	102	Protection from Biohazards	✓

## Approval and Issue of Method Statements

The Construction Director is responsible for ensuring that method statements are obtained, approved and issued to site before work commences. Work can then be monitored by the Site Manager to ensure the method statement is being implemented.

All personnel will be requested to read the relating method statements and sign the appropriate section during the site induction process.

A suitable method statement must identify the following information:

1. A brief description of the work.
2. An assessment of the risks involved.
3. A list of the equipment to be used.
4. A description of the method of work with adequate arrangements for Health and Safety.
5. Specific training/competence requirements.

Contractors are requested to supply a copy of each method statement to Mr David Millard at the following address:

Maher Millard Construction Ltd  
Upper Floor, Trent House  
Boundary Lane  
Lincoln  
LN6 9NQ  
Contact: David Millard  
Tel: 01522 699310  
Email: [david@mahermillard.co.uk](mailto:david@mahermillard.co.uk)  
Site Manager: Dale Ellison Tel: 07983 770769

Contractors are reminded that this requirement still applies where further sub- contracting of work takes place. All contractors' method statements are to be read by their employees and a Method Statement Register signed for each contractor to be retained in this section of the plan.

The method statements required for this contract are listed overleaf. In each case the contract manager is responsible for ensuring they are obtained and approved before work on the particular operation commences on site.



# Emergency Information:

## Methods of Contacting the Health and Safety Managers:



Dean Sykes - 07803 697058

[Dean@huntandsykessafety.co.uk](mailto:Dean@huntandsykessafety.co.uk)

Steve Hunt - 07803 697059

[Steve@huntandsykessafety.co.uk](mailto:Steve@huntandsykessafety.co.uk)

James Whelan – 07455 971274

[James@huntandsykessafety.co.uk](mailto:James@huntandsykessafety.co.uk)

If an accident / incident occurs on site please inform either of the safety managers via the fastest practicable means.

### Emergency Arrangements

Emergency Contacts:

Maher Millard Construction Office: Tel: 01522 699310

Emma Gooding: Mob: 07399 156366

David Millard: 07793n487811

Complete First Aid: Follow the procedures as set out in emergency notices and the route to the nearest hospital displayed on site office notice board. Complete accident report, photographs of the scene, preserve the scene if possible, and take statements.

**If an Ambulance / Fire Brigade is required on site dial 999 immediately.**

### Health and Safety Executive:

HSE: [www.hse.gov.uk](http://www.hse.gov.uk)

Find Health & Safety Information and guidance on a wide range of topics and industries.

All incidents can be reported online but a telephone service remains for reporting fatal and major injuries only - call the Incident Contact Centre on 0845 300 9923 (opening hours Monday to Friday 8.30 am to 5 pm).

### Environmental Agency:

General Enquiry Line 08708 506506

Emergency Hotline 0800 807060 (for reporting a pollution incident etc)

## Permits to Work

A permit to work system will need to be operated on this site as part of a safe system of work for certain work operations and authorisation will be required by the Site Manager. Permits are required for the following operations:

operations the issue of permits to control the work. Permits are required for the following operations:

- Weekend / out of hours' work
- Permit to dig
- Hot Works

The Site Manager is responsible for ensuring that a permit is issued for these operations. A named person will be nominated to control each particular permit and return it to the Site supervisor.

Where appropriate; a permit-to-work system is to be adopted for works breaking ground, electrical services, hot works, works in confined spaces or any other high-risk activities identified.

Daily 'hot work permits' will be required where welding, cutting, grinding and the use of naked flames are undertaken. Plant, equipment or flammable materials must be covered with flame retardant materials (or removed) in areas where 'hot work permits' are in operation. In this case, continuous flammable atmosphere monitoring may be required and a fire watch maintained both during and for a period after the hot works have ceased.

The permits issued and returned are logged below and form part of the safety plan.

**Register of Permits**






Permit No.	Type	Issued by (Site Supervisor)	Issued to	Returned (Site Supervisor)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				




# Site Inductions






All operatives working on the site must have a site induction by the Site Manager Dale Ellison, including employees.

The information which should be covered includes site rules, emergency procedures, the location of first aid equipment, the use of shared equipment, welfare arrangements and hazards which are specific to the site, lifting operations, work at height etc.

The supervisor from each contractor should ensure all their own personnel on site receive a site induction:

<b>Site Details:</b>	Land Off Victoria Road Barnetby North Lincolnshire, DN38 6HL
<b>First Aid:</b> 	1 <sup>ST</sup> Aid Point Situation, 1 <sup>st</sup> Aider On Site  (Dale Ellison - Site Manager) SMSTS
<b>Fire:</b> 	Assembly point: Pavement at front of site  Extinguisher locations: Fire point at working area
<b>Environmental:</b> 	Contaminated Ground Monitor Nuisance Noise, Dust to be monitored Noise to be monitored, nuisance to neighbours / residents suitable hours of work. Drainage water run off Mud on road Traffic Nuisance / parking / deliveries
<b>Welfare arrangements:</b>	Site Welfare: Facilities for all personnel on site where meals can be taken in clean & comfortable surroundings with the provision of a supply of hot and cold water for meals & drinking purposes.  To be as required by CDM Regs 2015 Schedule 2  Must be maintained for duration of project
<b>Risk assessment &amp; method statement:</b>	No works to occur without relevant method statement and risk assessment approved by David Milliard / Dale Ellison  Some elements of work RAMS must be approved by Network Rail
<b>PPE requirements:</b>	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>Mandatory</p> </div> <div style="text-align: center;">  <p>As required by risk assessment</p> </div> </div>

	<p>Hi viz with company Logo to be worn by all operatives.  Cut protection gloves when handling glass  FFP3 dust mask face fit tested</p>
<b>Permit requirements:</b>	<p>Permits are to be obtained from the site manager prior to works commencing and are in operation on this site for;</p> <p>As listed above</p>
<b>Operation of plant:</b>	<p>Only qualified and authorised operatives must operate plant proof of certification required</p>
<b>Housekeeping &amp; waste:</b>	<p>Work area, and welfare facilities to be kept tidy and clean, bins provided are to be used.</p> <p>A skip is situated in compound of site and is to be used for general waste. Clear waste as works progress</p>
<b>Drugs &amp; alcohol:</b> 	<p>If taking medication prescribed by your GP inform the Site Manager prior to starting work (prescribed medication can affect your faculties).</p> <p>No drinking of alcohol during working hours. Any personnel found to be under the influence of alcohol or drugs will be removed immediately from site and where required police informed.</p>
<b>Material storage</b>	<p>All deliveries to be unloaded in designated area only</p> <p>In accordance with site manager Traffic Management Plan</p>
<b>Accident/Incident Reporting:</b>	<p>All accidents/ near misses/ unforeseen hazards to be reported to the Site Manager/H&amp;S Dept.</p>
<b>Hazardous Substances:</b> 	<p>Storage/ refuelling</p> <p>All hazardous substances to be stored in the correct container, minimum quantities ensure you have COSHH assessment for its use. Drip trays to be used and Spillage pack and procedures in place</p>
<b>Electrical Equipment:</b> 	<p>Contractors are to ensure they have valid PAT test certification for all portable appliances used on site</p> <p>HSE recommend 3 monthly combined inspection and test for 110v in construction (HSG107).</p> <p>110v supply to be used on site.</p>

<p><b>General:</b></p>	<p>Take reasonable care for your own safety and anyone else who may be affected by your actions</p>
<p><b>Site specifics:</b></p> 	<p>Network Rail requirements  Protection of public / Public right of way  Maintaining access routes  Dealing with disgruntled members of the public  Manual Handling Procedures team lifts etc.  Securing work area, placing signage, fencing, lock gates  Emergency escape routes and procedures as amended  Protection of excavations,  Live buried services  Environmental Controls  Contaminated Ground</p>
<p><b>Smoking:</b></p> 	<p>This is a No Smoking Site in buildings,  Contractors must only use designated area as identified by Site Manager</p>
<p><b>Mobile Phones</b></p> 	<p>Mobile phones can only be used in designated areas as designated by the site manager.</p>
	<p>All personnel must be made aware of the Site Rules.</p>
	<p>Get Vaccinated</p> <p>If you suffer any symptoms get tested, do not come to work if positive</p> <p>Stop all non-essential visitors.</p> <p>Maintain social distancing where possible.</p> <p>Workers are required to wash hands for 20 seconds using soap and water when entering and leaving the site. Increased cleaning regime particularly on common contact surfaces.</p> <p>Additional pop-up hand washing facilities. Hand sanitizer will be provided where hand washing facilities are unavailable.</p> <p>Staggered break times, workers encouraged to take breaks in their own vehicles.</p> <p>Work to be planned to maintain social distancing.</p> <p>All workers to have read and work in accordance with the Covid-19 Risk assessment.</p>





## Site Rules

- Do not enter Network Rail Land.
- All contractors working on site must understand the site rules and Site Management Procedures. Recorded induction training is required.
- Access to the site is only via the nominated access points.
- Do not enter any sectioned off areas unless authorised in writing to do so.
- No excavation is to be entered unless authorised to do so by the Site Manager.
- All staff and subcontractors must be inducted by a senior member of the Principal Contractors staff before work.
- All personnel visiting the site must initially report to the Site Manager. Sign in on arrival and sign out when leaving site.
- Hard hats, hi-viz jackets, eye protection glasses/goggles and safety footwear will be worn at all times.
- Other PPE may be required to be worn to carry out certain tasks and will be identified in the Risk Assessments.
- Anyone suspected of being under the influence of alcohol, drugs or solvents will be removed from site.
- Keep welfare facilities clean and tidy and put all rubbish in the bins provided.
- Urinating or defecating on site except in the toilet facilities provided is strictly prohibited.
- Consumption of food on site is prohibited except within offices and welfare facilities.
- Smoking is prohibited within the buildings under construction, in the project offices and Welfare facilities.
- The project has a speed limit of 5 mph.
- Plant is only to be operated by trained, competent and authorised personnel ages 18 or over who have signed the Plant Log.
- Passengers must not be carried on items of plant except where fitted with passenger seats.
- Engines to be switched off when not in use.
- Keys to be removed from plant when not in use.
- Faults with plant and machinery must be reported immediately to the Site Agent.
- Reversing on site is forbidden except under the control of a trained banksman.
- Do not walk or drive through a crane-slewing radius if there is material suspended from the crane hook.
- Do not stand at the back of, or on the blind side of, machines, plant or vehicles; they can move without warning. Make sure the driver knows you are there.
- A high standard of housekeeping must be maintained with rubbish and debris being cleared from the building to skips on a daily basis.
- Keep your workplace tidy and do not leave materials or equipment where people can fall over them.
- All timbers to be de-nailed and disposed of properly.
- Holes/voids in floors must be identified and are not to be uncovered until suitable barriers have been erected.
- Radios and music playing machines are not allowed to be used on site.

- Mobile phones must not be used whilst driving or operating plant
- Scaffolds must not be altered except by trained scaffolders. Mobile towers are only to be erected or altered by a trained person (PASMA).
- Edge protection and guard rails are to be used when there is a risk to injury from falling.
- Always ensure that ladders are tied and properly footed before use.
- All portable electrical tools, lights and leads, used on this site must be 110 volt.
- An electrical test certificate for each piece of electrical equipment is required to prove that the equipment has been tested within the last three months and is safe.
- Personnel are requested not to cause a public nuisance, keep swearing to a minimum and generally assume a non-confrontational manner.
- Any person found abusing or damaging any work, equipment or the welfare facilities will be removed from site.
- Under no circumstances must any person interfere with or misuse any item of plant or equipment provided for the health, safety and welfare of site personnel.
- Do not indulge in horseplay.
- Have due regard for other's safety, workplaces and respect other contractors' work.
- All injuries, however trivial, must be reported and recorded in the Site Accident Book.
- Diabetics, asthmatics, epilepsy sufferers and persons using drugs for medication are required to report their condition to their managers to allow suitable work to be allocated. This information will be treated confidentially.
- Hot works permits will be required for the following works: - soldering, brazing, welding, asphaltting/felt roofing, disc cutting of metal.
- Under no circumstances should oil, paraffin or flammable solvents be kept in general store huts. A safe store area will be designated by the Site Manager.
- No fires allowed on site.
- Do not come to work if you are suffering Covid symptoms.
- At least one member of the Principal Contractor site personnel shall be sufficiently competent in the administration of first aid. A first aider shall be on site at all times.

# Site Inspection Register

## Introduction

This register has been produced as an aid to the efficient management of our contracts; having the dual function as a source of information and as the most economic method of satisfying our obligation under law to maintain certain prescribed registers and certificates.

The register will be available on every contract; its use controlled by the Site Supervisor and will replace fragmented forms and registers prescribed by statutory regulations.

The forms in this register are legal documents, but they serve a practical purpose. They are provided as a convenient means of keeping records of the various tests, examinations and inspections that the law demands.

These records are intended to serve as evidence that the requirements have, in fact, been carried out and, therefore, they should be accurate and reliable. It is well to remember that it may be necessary to produce records in a court of law.

The best reason for keeping records is that they help to draw attention to weaknesses and defects, which might otherwise cause injury or even death.

A careful and methodical system of record keeping should be regarded as an aid and not as a hindrance, of the efficient control of every well organised contract and its equipment.

## Defect Reporting

Should defects be identified during the inspection they should be reported immediately to the main office for corrective action to be implemented.

## Guide to Requirements

The notes to each section are a guide to the statutory provisions and the Company's procedures to ensure an acceptable standard is maintained in discharging the duties and obligations imposed by the Health and Safety at Work etc Act 1974.

Reference must be made to the appropriate statute for the full text of any particular regulation.

Contact the Safety Manager for assistance or clarification with respect to anything contained in this register.

# Training, awareness & competence

## Operator Training Records

Within this section of the Site Safety File are the details of qualifications of contractors relevant to their work activity.

This can enable Site Management / Supervisor to establish the operating credentials of individual operatives on their site.

At induction details of the qualifications of all contractors working on the project will be obtained with details maintained in the appendix of this Construction Phase Plan.

*(Add details of any special training requirement here) i.e. CSCS etc*

## Site Inductions

Sub-contractors, or anyone else under the control of the Company, will receive site-specific induction training detailing site rules and procedures including Read Hyundai's Induction Policy.

Failure to work in accordance with approved safe working practices can result in termination of contract and immediate dismissal from site.

Visitors to site, including management and client representatives, will undergo a site-specific induction and will be escorted at all times and will not be allowed to encroach on site activities without further information, instruction and training.

## Toolbox talks

The Health and Safety at Work Act 1974 established procedures for promoting and enforcing safe and healthy working conditions and in accordance with Section 2(c) the provision of adequate information, instruction, training and supervision.

We relate to this responsibility by requiring the Site Supervision/Contract Management/Health and Safety Managers to provide instruction to and receive feedback from their workforce at "Toolbox" meetings.

The Toolbox meetings take approximately 10-15 minutes and will be given to groups of between 10-20 people. Meetings will be conducted by the immediate supervisor of the workmen concerned i.e. Site Manager/Contract Manager/Health and Safety Manager.

A library of toolbox talks is maintained to assist Site Management carrying out these talks but also alternative topics may be covered by prior agreement with the Safety Dept. This may be to ensure site-specific issues can be tackled and is part of the companies aim to provide Health and Safety awareness training/information during the completion of site operations.

All personnel who have been given the specific toolbox talk will sign the acceptance sheet that accompanies each toolbox talk. Site personnel are encouraged to give their feedback on the talk with this feedback recorded on the acceptance sheet provided.



## Plant and Equipment

The site manager should ensure any plant or equipment and propping systems being used on site is accompanied by relevant certificates of inspection and thorough examination. Copies of all certificates should be maintained in Section 8.

Records of Pre use checks for serviceability.

## COSHH INFORMATION

All employers are required to carry out certain measures according to the COSHH Regulations. These are intended to safeguard the health of employees who may be exposed to harmful substances. Contractors should retain relevant information on site. All sub-contractors are to have a COSHH assessment in place for hazardous substances used on this site.

Where a material poses a serious hazard during use, storage, or to other people on site, information should be supplied to the Principal Contractor and retained in the safety plan. If a hazard is posed to other workers a further assessment may be required.

Materials identified as hazardous substances a Material Safety Data Sheet will be requested from the supplier and the safety manager will produce a COSHH assessment for its use.

<b>Substance</b>	<b>COSHH No.</b>
LPG Propane-Butane	CA001
Copper Ease	CA002
Acetylene	CA003
Silicone Sealant	CA004
Welding Gases	CA005
Galvanised Spray	CA006
Silica	CA007
Treflex Cutting Paste	CA008
Bright Zinc Galve Spray	CA009
Polypipe Terrain Silicon Grease	CA010
Polypipe Terrain Soluble Lubricant	CA011
Liquid Weld Cement	CA012
Cleaning Fluid	CA013
Red Oxide Primer	CA014
Cleanfit Abrasive Strip	CA015
Steel Wool	CA016
Weld Electrode	CA017
Hand Wipes	CA018
Eco Cleaner Cleaning Agent	CA019
General Purpose Sealant	CA020
PVC Pressure Solvent Cement	CA021
Pressure Solvent Cement	CA022
Gas Paint	CA023
PTFE Thread Sealing Tape	CA024
Anti-Corrosion Tape	CA025
Castor Based Pipe Thread Sealant	CA026
Cutting & Tapping Fluid (Non-Aerosol)	CA027
Diesel	CA028
Cable Wiring Pulling Lubricant	CA029
Leptospirosis	CA030
Petrol	CA031
White Spirit	CA032
Argon	CA033

Mineral Oil	CA034
Copper Grease	CA035
ArgoShield	CA036
Electrical Contact Cleaner	CA037
Sand	CA038
Oxygen	CA039
Pipe Grease	CA040
Sewage Soil	CA041
PVC Solvent Cleaner	CA042
WD-40 Penetration Oil	CA043
Cellulose Thinner	CA044
Contact Adhesive - General	CA045
Solder Wire	CA046
Soldering Flux	CA047
Welding Rods	CA048
Two Stroke Motor Oil	CA049
Lithium Grease	CA050
Oil Extreme Pressure	CA051
Cutting Oil	CA052
Trade Undercoat Paint	CA053
BOSS White Joining Compound	CA054
Loctite Adhesive	CA055
All Purpose Cleaner	CA056
BOSS Cutting Oil	CA057
BOSS Pipe Thread Sealant	CA058
Terrain Solvent Glue	CA059
Marley Solvent Cement	CA060
Concrete – Cement	CA061
Liquid Weld Cement	CA062
Cement Hardening Accelerator	CA063
Plaster General Purpose	CA064
Expanding Foam	CA065
Mastic	CA066
Gyproc Plasterboard	CA067
Glasroc Fire Protect Board Linings	CA068

Where necessary further assessment should be completed and included. The site manager will ensure that any other hazardous substances used a material safety data sheet will be obtained from the supplier and a COSHH assessment for its use carried

**COSHH Assessments specific to site activities are included in this section and must be signed by all personnel coming into contact with the above substances.**