

SAFETY HEALTH AND WELFARE AT WORK (CONSTRUCTION) REGULATIONS 2103

PRELIMINARY SAFETY & HEALTH PLAN

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This Preliminary Safety and Health Plan has been prepared on a preliminary basis in accordance with 14th 12 (1) (a) of S 1 504 of 2103, the Safety Health and Welfare at Work (Construction) Regulations 2103.

For

Clonaslee College,
Clonaslee,
Co. Laois

Prepared By

MCOH Architects

.....
Project Supervisor for Design Process

Date:

June 2026 ..

.....

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CONSULTANTS

ARCHITECTS

MCOH Architects

.....

FIRE SAFETY CONSULTANTS

N/A

.....

MECHANICAL & ELECTRICAL CONSULTANTS

N/A

.....

QUANTITY SURVEYORS

TBC

.....

STRUCTURAL ENGINEERS

N/A

.....

TEMPORARY WORKS DESIGNER

N/A

.....

OTHER CONSULTANTS

None

.....

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PRELIMINARY SAFETY & HEALTH PLAN

This Safety & Health Plan has been prepared on a preliminary basis in accordance with Article 12(1)(a) of S 1 504 of 2103, the Safety, Health and Welfare at Work (Construction) Regulations 2103, and is based on project information available of this time and gathered during a site visit carried out on [9th February 2023](#)

1. GENERAL DESCRIPTION OF PROJECT

- 1.1 Client** [LOETB Co. Laois](#)
Where there are a number of clients then one or more of the clients can elect to be treated solely as the client for the purpose of the Construction Regulations 2103. This must be agreed in writing.
- 1.2 Project Supervisor for Design Process** [MCOH Architects, Old Church, Church Street, Portlaoise, Co. Offaly.](#)
- 1.3 Project Description** [Summer Works at Clonaslee College](#)
- 1.4 Site Location** [Clonaslee, Co. Laois](#)
- 1.5 Contaminated Land** [N / A](#)
- 1.6 Drawings / Specifications / Location of connections for Welfare Facilities**
Drawings:
As per attached schedule on Appendix C [See Attached Schedule](#)
Specifications:
As per attached schedule in Appendix C
Existing Safety File for the project:

None ☐ Described in ☐
Appendix
- Location of Electricity, Water and Sewage Connections, where appropriate, to facilitate adequate welfare facilities to be shown in drawings as per attached Schedule in Appendix C
Refer to Advise Notes as for the notes numbered 1-28 in Appendix F.
- 1.7 Relevant Adjoining Land Uses** [Commercial / retail](#)

1.8	Restriction of Working Hours	The works will be done during normal working hours Restricted to 8am to 6pm, Major noise levels to be notified and times agreed
1.9	Site Restrictions	The school shall remain in use throughout the works. Contractor to agree access with ER & BOM prior to the works
1.10	Traffic System and Access Restrictions	Deliveries to be restricted to avoid busy times (morning / evening) at the existing school where possible. To be agreed with School prior to works.
1.10.1	Existing roads and sightlines (5)	Existing pedestrian and vehicular access around the existing building. Hoarding and signage to be agreed.
1.10.2	Access to site (6)	Access to site must be controlled at all times. Site compound to be agreed and clearly indicated on site plan The contractor is to ensure and maintain fire vehicle, bin and delivery access to buildings adjacent to the site at all times. The contractor is to install suitable hoarding and ensure site remains secure at all times
1.11	Intended Contract Commencement date*	July 2026
1.12	Intended Contract completion Date*	Aug 2026
1.3	Phasing of Works	No phasing of works. Works hopefully can be carried out during the summer holiday period. If not time to be agreed with the school management.

Note*:

The intended commencement and completion dates are advised above. The basis for the timescale should be based on industry norms and professional judgment. When the client requires the time frame to be accelerated this & should be clearly notified to the tenderers so that appropriate measures can be taken by tenderers for compliance with Safety and Health Regulations and legislation. Tenderers should be requested to confirm the time frame is practicable, and would not' adversely impact on safe working methods.

2. OTHER WORK ACTIVITIES

The following other activities, not related to or included within the scope of the project, will be carried out on site during the construction phase.

2.1 Existing Building Activities	Educational
2.2 Installation of Services	N / A
2.3 Installation of furniture, equipment	N / A
2.4 External works such as land Drainage, Landscaping, Public Utility Services, Work by Local Authority	N / A
2.5 Other (11)	None known at present.

3. Known Existing Services

Note work near high voltage power lines is dealt with in Section 4.4. The following information is checked as far as possible by the Project Supervisor Design Process with the Client and the Consultants during site visit and records what can be reasonably established.

3.1	Underground Services	
3.1.1	Water Mains	None
3.1.2	Electrical Cables	None known
3.1.3	Telephone Cables	None known
3.1.4	Gas Mains	None known
3.1.5	Other Liquids / Gases under pressure	None

3.2 Overhead Services

3.2.1	Electric Cables	None
3.2.2	Telephone Cables	None
3.2.3	Other	None known at present.

4. Particular Risks (15)

The following is the non-exhaustive list of particular risks to the safety and health of persons (as set out in Schedule 1, of SI 504 of 2103) together with the opinion of the Project Supervisor for Design Process on what elements 'of the works may fall within each particular risk category. It should be noted that many of the risks on the project may arise out of working methods which are at the discretion of the Contractor and as such cannot be determined by the Project Supervisor for the Design Process.

Note that in relation to the following:

(a) **Items 1 and 2 of the Schedule I** only those risks which would not be evident and reasonably deducible from drawings or other support documentation to a competent Project Supervisor Construction Stage are listed.

(b) **Items 3 to 10 of the Schedule I** only those risks which are reasonably foreseeable by the Project Supervisor Design Process are listed.

(c) **Other work which may involve risks** only those risks which would not be evident and reasonably deducible from drawings or other supporting documentation to a competent Project Supervisor Construction Stage are listed.

4.1.1	"Works which put persons at work at risk of (a) falling from a height, (b) burial under earthfalls, (c) engulfment in swampland, where a risk is particularly aggravated by the nature of the work or process used or by the environment at the place of work or construction site.	Works to existing eaves
-------	--	-------------------------

4.1.2	Burial Under Earthfalls for example deep foundations, deep cuttings, work in excavation, which are in or adjacent to unstable ground hazardous underground services or where there is a risk of undermining existing foundations. [Obtain advice and risk assessment from Structural/ Civic and Services engineers and the Temporary Works Designer]	None
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4.1.3	Falling from a Height, for example: where the risk associated with working at a height is likely to be aggravated by the presence of another significant hazard than a particular risk may be present.	Works to existing eaves
4.1.4	Works on or near site boundaries or existing structures which will require excavation. [obtain advice and risk assessment from Structural/ Civil and Services Engineers, Temporary Works Designers and include]	None
4.1.5	Engulfment in Swampland, for example, unstable ground, work adjacent to lakes and ponds or reclaimed ground. [obtain advice and risk assessment from Structural/ Civil and Services Engineers and Temporary Works Designers and include]	None
4.1.6	Work on or adjacent to fragile roofing materials (16) New roof lights must be non fragile in accordance with Class B as defined by ACR (M) (001)2000 and maintained in accordance with The manufacturer's written instructions. Project Supervisor for Construction stage is to obtain Certification of same to be issued to the Project Supervisor for Design Process.	Method statement to be included
4.1.7	Installation of scaffolding(17) The project may require scaffolding. If scaffolding is necessary, a site specific method statement which will include how the scaffolding will be managed, planned, installed, checked and removed. The use, purpose and maximum loading shall be clearly communicated to the designers, the installers and the users of scaffolding. The safety and Health Plan shall be updated during the project to reflect the status of the scaffolding including CR8 "Scaffolders Report of Inspection of Scaffold". [obtain advice from Structural/ civil and Services Engineers and Temporary Works Designer and include]	Method statement to be included
4.1.8	Operations where the nature of the work or other restrictions make it impracticable to provide standard scaffolding or other suitable and sufficient means of support.(17) [obtain advice from Structural/ civil and Services Engineers and Temporary Works Designer and include]	Not Applicable.

Demolition involving the flame cutting or shotblasting of painted steel where the paint is likely to contain lead and where an assessment reveals any conditions as referred to by the Safety, Health and Welfare at Work (Chemical Agents) Regulations.(21)

None known

Work involving the use of substances which must be labeled with the risk phrases R45 "may cause cancer" or R49 "may cause cancer by inhalation" and where a risk assessment in accordance with Regulation 4(b) of the Safety, Health and Welfare at Work (Carcinogens) Regulations 2001 S.I No.78 of 2001 reveals a risk to safety or Health.(22)

None known

Work involving the use of substances or preparations which must be labelled with the risk phrase R42 "may cause sterilization by inhalation" and where a risk assessment in accordance with Regulations 3(2) and 3(8) of the Safety, Health and Welfare at Work (Chemical Agents) Regulations 1994 reveals a risk to health.(23)

None known

Any other work activities involving the use of any chemical or biological agents where a risk assessment in accordance with Regulations 4 and 5 of the above mentioned Chemical Regulations 2001 or Regulation 4 of Safety, Health and Welfare at Work (Biological Agents) Regulations 1994 (SI No 146 of 1994) as amended by the Safety, Health and Welfare at Work (Biological Agents) (Amendments) Regulations 1998 (S.I No 248 of 1998) reveal a risk to Safety or Health.

None known

4.2.5 All hazardous substances and preparations must be labeled with appropriate hazard symbols and the suppliers must provide a safety data sheet when requested by any person. The labels and safety data sheets must include risk phrases, which indicate the specific risks associated with the substance. The requirements are set out in the European Communities (Classification, Packaging Labelling and Notification of Dangerous Substances) Regulations 2003 as ammended by the European Community (Classification, Packaging, Labelling and Notification of Dangerous Substances) (Ammended) European Communities (Classification, Packaging and Labelling of Dangerous Preparation Regulations 2004) (S.I No 62 of 2004)(24)

None known

Work with ionising radiation requiring the designation of controlled or supervised areas as defined in Article 20 of Directive 80/836/Euratom such as: radioactive lightning conductors, radioactive smoke detectors, other disused radioactive materials

None known

or plant, radioactive installations, work near x-ray machines, in hospital radiotherapy or nuclear medicine departments. Ionising radiation is most commonly encountered in connection with certain types of non destructive testing and work near operating X-Ray machines, or in hospital radiotherapy or nuclear medicine departments or from some old lightning conductors.(25)

4.4	"Work near high voltage power lines" "This category includes all high voltage power lines, including overhead and buried lines. It also includes high voltage cables supplying fixed plant where a significant risk of breaching cable insulation exists. The Safety, Health and Welfare at Work (General Application) Regulations define high voltage as any voltage exceeding 1000 volts alternating current or 1500 volts direct current."(26)	None
4.5	"Work exposing persons at work to the risk of drowning" For example: Work over or near water where there is a risk of persons falling into the water. Works significantly below water table, work to bridges, culverts, work on or near the sea, lakes, ponds, reservoirs. Work where there is a risk of falling into and drowning in product vats, slurry tanks or grain silos.(27)	None
4.6	"Work on wells, underground earth work and tunnels" For example: • Excavated wells: • Underground earth works: • Tunnels: • Underpinning:	None
4.7	"Work carried out by divers at work having a system of air supply"	None
4.8	"Work carried out in a caisson with a compressed air atmosphere"	None
4.9	"Work involving the use of explosives"27 For example: • Rock blasting or demolition: • Other:	None
4.10	"Work involving the assembly or dismantling of heavy prefabricated components" For example: Includes work involving steel sections, precast concrete framing elements, precast concrete floor units, precast cladding units, trussed rafters, and some items of mechanical plant(28)	None

5.0 Conclusions

Conclusions by the Designers and the Project Supervisor for the Design Process as regards the taking account of the general principles of prevention and any relevant safety and health plan or safety file.

[Refer to construction drawings.](#)

Designing for Safety in Construction as published by ACEI/EI/RIAI includes a methodology for Designers in taking account of the General Principles of Prevention as indicated in Appendix F, but this advice is not prescriptive as Designers may have their own methods of dealing with the matter.

Appendix F contains templates which could be used by the various different designers, including specialist designers, on a project to allow for unambiguous communication of their assumptions and assurances to the PSDP. This will help the PSDP to fulfil his or her co-ordination role, and will also demonstrate the designer's compliance with the legislation.

Appendix F also contains a form, which should be used in the case of temporary works design.

It is critical that temporary works designers and contractors base their temporary works design with the due regard to the assumptions made in relation to loadings and construction sequence.

It is recommended that the temporary works designer should complete a temporary works design certificate or similar to facilitate the provision of adequate information to all parties to allow the structure to be built in safety.

Designer Assessments received from the following:

Architect	MCOH Architects
Fire Safety Consultant	
Mechanical and Electrical Consultant	
Quantity Surveyor	
Structural Engineer	
Temporary Work Designer	
Other Consultants	

Designer Assessments as received above are attached to this document

6.0 CONTINUING LIAISON

- 6.1 Procedures for dealing with co-ordination of Designers
Procedures for organising co-operation between Designers
Procedures for dealing with changes or late changes to design

Any changes to the design made during the construction period will be discussed at site meetings and revised drawings will be issued. Should any significant safety issues arise, then additional precautions will be recommended on site.

- 6.2 Procedures for considering health and safety aspects of the design elements by the Project Supervisor Construction Stage who must then inform Project Supervisor Design Process/ Architect in charge.

Design elements of the P.S.C.S. shall be approved by the Architects before proceeding with the work except where the elements are standard P.S.C.S. elements.

The information contained in this preliminary Safety and Health Plan has been prepared on a preliminary basis prior to the commencement of the work on site. It does not take account of any matters or information, which may come to light after that time.

Signed: McCarthy O'Hora Associates
Project Supervisor Design Process.

Date: 24th February 2026

APPENDIX A

These are generic rules for the general guidance of the Main Contractor and must be developed by the main contractor to become Site Specific Rules for the project in hand:

1. All site visitors, personnel and contractors should be required to comply with the Main Contractor's Health & Safety policy and The specific Construction Stage Safety and Health Plans.
2. All other Sub-Contractors should be required to provide evidence of their Health & Safety Policy and procedures to the Main Contractor prior to start of work. This information should be incorporated in the Health & Safety Plan by the Project Supervisor Construction Stage. A monthly report will be submitted as to the status of each sub-contractor's submissions and adherence to procedures.
3. All risks identified in the Preliminary Safety and Health Plan and in the Safety, Health and Welfare at Work (Construction) Regulations 2103 are to be individually identified and addressed by the Main Contractor.
4. Method statements and Safety statement are to be reviewed and revised as necessary on an ongoing basis to take into account any new issues, which arise during the course of any revision. Revisions, which could affect SHW matters are, to be raised at site meetings.
5. All site personnel and Safety and Health personnel should be advised on an ongoing basis of any revisions to the Safety Plan by the PSCS.
6. Standard proof of adequate training of personnel on site will be included in the Health & Safety Plan prepared by the PSCS.
7. Smoking is not permitted within designated working areas.
8. Eating and drinking should not be allowed in the designated working area.
9. Main Contractor should ensure that a suitable person is appointed to attend all hot work operations and be supplied with a suitable fire extinguishing appliance. Hot work must finish at least one hour before completion of work on site for that day to ensure that the workplace is left in a safe condition.
10. Collective protective measures such as nets and mobile elevated platforms must be considered by the Main Contractor during the erection of the roof work.
11. The Main Contractor will take sufficient adequate steps to control dust during the construction stage and this is to be noted in the Safety and Health Plan and to be reviewed at the site meetings.
12. The main contractor should ensure that all excavations are supported in accordance with the requirements for the 2103 Construction Regulations.
13. The Main Contractor is to ensure that all relevant Safety, and Health Regulations are adhered to at all times.
14. Personal or sub-contractors with an unsatisfactory safety record, procedures shall not be allowed on the site unless evidence of improvement and training to achieve same is obtained.
15. The Contractor shall observe all legislation with regard to littering.
16. The Main Contractor shall ensure that all cables, loose wires etc. and other trip hazards are avoided and set up procedures to prevent same.
17. Work must not commence until the Safety and Health plan (Construction) is in place for each of the Sub-Contractors.
18. The PSCS should issue a method statement for distribution of Health & Safety related information and revisions to Health & Safety plan to Sub-Contractors and any other parties whose health and safety may be affected.
19. The PSCS shall advise all parties, whose health and safety may be affected of the emergency arrangements for dealing with and minimizing the effects of injuries, fire and other dangerous occurrences.
20. The Main Contractor shall minimise noise and vibration as far as is reasonably practicable.
21. For any statement, reference, report, legislation, the more onerous conditions will apply.

APPENDIX B

Safety and Health Plan

Site specific Safety and Health Plan to be implemented by the Project Supervisor Construction Stage

Following items (list is not exhaustive) should be addressed in the Health and Safety Plan:

The Preliminary Safety and Health Plan

1. Description of Project

- Project Description and programme details;
- Details of client, designers, Project Supervisor Design Process and other consultants;
- Extent and location of existing records and plans.
- Arrangements for communicating with Designers, PSCS and other as appropriate.

2. Client's Considerations and Management Requirements

- Structure and organisation;
- Safety Objectives for the project and the arrangements for monitoring and review;
- Permits and authorisation requirements;
- Emergency procedures;
- Site rules and other restrictions on contractors, supplied and the others, e.g. access arrangements to those parts of the site which continue to be used by the client;
- Activities on or adjacent to the site during the works;
- Arrangements for liaison between parties;
- Security arrangements.

2. Environmental Restrictions and Existing On-Site Risks

a). Safety hazards, including:

- Boundaries and access, including temporary access;
- Adjacent land uses;
- Existing storage of hazardous materials;;
- Location of existing services- water, electricity, gas, etc; . Ground conditions;
- Existing structures - stability, or fragile materials;

b). Health hazards, including:

- Asbestos, including results of surveys;
- Existing storage of hazardous materials;
- Contaminated land, including results of surveys; . Existing structures hazardous materials;
- Health risks arising from client's activities.

4. The Safety and Health Plan for the construction stage.

a). Description of Project

- Project description and programme details;
- Details of client, Project Supervisor Design Process and Project Supervisor Construction Stage, designers, main contractor and other consultants;

- Extent and location of existing records and plans;
- Arrangements for communicating with Contractors, PSDP and others as appropriate.

b). Communication and Management of the Work

- Management structure and responsibilities;
- Safety and health goals for the project and arrangements for monitoring and review of safety and health performance;
- Arrangements for;
 - regular liaison between parties on site;
 - consultation with workforce;
 The exchange of design information between the Client, Designers, Project, Supervisor for the Design Process, Project Supervisor Construction Stage and Contractors on site;

Handling design changes during the project;
 the selection and control of contractors;
 the exchange of safety and health information between contractors;
 security, site induction, and on-site training;
 welfare facilities and first aid;
 the production and approval of risk assessments and method statements;
 the reporting and investigation of accidents and other incidents (including near misses);

c) Site Rules;

d) Fire and emergency procedures

5. Arrangements for Controlling Significant Site Risks

a) Safety Risks

- services, including temporary electrical installations;
- preventing falls;
- work with or near fragile materials;
- control of lifting operations;
- dealing with services (water, electricity and gas);
- the maintenance of plant and equipment;
- poor ground conditions;
- traffic routes and segregation of vehicles and pedestrians;
- storage of hazardous materials;
- dealing with existing unstable structures;
- accommodating adjacent land use;
- other significant safety risks.

b) Health risks:

- manual handling;
- reduce noise and vibration;
- removal of asbestos;
- dealing with contaminated land;
- use of hazardous substances;
- other significant health risks.

APPENDIX C

1. Architect's Drawing List

[See attached drawing register.](#)

2. Structural and Civil Engineer's Drawing List

3. Mechanical/Electrical Engineer's Drawing List

4. Temporary Works Designers

5. List of Specifications

[See attached](#)

6. Others

APPENDIX D

Safety File

The Project Supervisor Construction Stage shall supply all necessary safety file information to the PSDP which shall include the following items (list not exhaustive).

The Project Supervisor Construction Stage in co-operation with the Main Contractor shall ensure that the Safety File to be produced at the end of the project shall incorporate all issues identified in the Main Contractor's Method and Safety statement.

The Project Supervisor Construction Stage shall standardise the format for each Sub-contractor's information for the Safety file with the Client for ease of access of information and standard of information to be submitted by all Sub-contractors.

The Project Supervisor Construction Stage shall identify relevant information to be issued by the Project Supervisor Design Process and issue a request in time. This will allow the Project Supervisor Design Process to instruct the Design Team and Client to issue the necessary information to be included in the File.

The Safety File shall also include the following items (list is not exhaustive):

1. The Design Team drawings, specifications and bills of quantities used for the purpose of construction.
2. Certification that all safety glazing 'is installed as required. Location and type of safety glazing used shall be described.
3. Fire Certificate Application Report, Last Fire Certification drawings used for Construction and Copy of Fire certificate. (for all relevant Fire Certificates for the project)
4. Drawings, details and certification of the system including relevant pull out tests and other loading tests for access safe systems such as hooks, safety lines, barriers etc..
5. Certification of all Fire Safety / Emergency related work must be included in the Safety file and should include:
 - Drawings by special sub-contractors which indicate location of firestopping and cavity barriers including associated test certificates.
 - Confirmation that the works are completed as per drawings and test certificates.
 - Fire test certificates for doors and confirmation that the doors are installed in compliance with the test certificates by specialist sub-contractors.
 - Drawings, which indicate the location of, fire rated enclosures and the relevant test certificates.
 - Confirmation that the works are completed as per drawings and test certificates.
6. Confirmation that services and emergency services in particular are fully commissioned and Services Consultants acceptance of same.
7. Details including names, type of training and dates of training of Client representatives for Emergency and Safety Systems.
8. Correspondence PSDP and PSCS with Client.

9. Operation and maintenance manuals and recommended / required maintenance regime.
10. Maintenance requirements set out on an element by element basis.

APPENDIX E

The following documentation has been issued under separate cover and forms part of this Preliminary Safety and Health Plan:

[See attached drawing registers from the Architect](#)

If any documentation has not been received, please advise the Project Supervisor Design Process.

Appendix F

Advice Notes

This document is the Copyright of the Royal Institute of the Architects of Ireland.

The preparation of the Preliminary Safety and Health Plan is a task that should not be taken lightly. The information that will be provided in this document will have an effect on many aspects of the project to which it refers. Principal among these is the safety and welfare of the workers who will construct the project, the persons who will occupy it, those who manage and maintain it throughout its functional life and those who dismantle it when its usefulness is spent.

Because of this, you should not approach the task of preparing the Plan as a formulaic exercise. Although the format of the document indicates spaces in which to write out comments, these are usually inadequate to contain all the necessary information. This format has been used so as to indicate one possible approach to the graphic layout of the final document - that is a two-column layer, with the topic on the left hand column and the description in the right hand column. It is expected that the left hand column width will be narrower than the right hand column and that its text size may also be smaller.

When completing the Plan you will find that there are footnote markers at various points. These refer to the advice notes in this insert, which elaborate on the relevant point and assist you in preparing the Plan.

Disclaimer

The advice contained in these notes and in the text of the RIAI document SHWD.2007 is given in good faith, but its application must be considered in the light of the circumstances of individual projects and the exercise of the individual judgment. Whilst the RIAI has endeavored to ensure that the guidance given and the references to relevant legislation is accurate, the RIAI, its agents, consultants or advisors can not be held responsible for any affect, loss or expense resulting from the use of the material presented.

Temporary Works Design Certificate

(to be completed by the Temporary Works Designer(s) and the PSDP)

Project:

Certificate
Reference
Number:

Element of
Temporary Works to
which this certificate
applies:

Detail design codes
adopted or compiled
with for these
temporary works:

Reference numbers
for calculations;
completed &
checked:

Drawings Numbers;
completed & checked:

Provide the assumed
construction
sequence required by
the Temp Works
Design:

Requirements for
temporary stability:
propping, bearing,
Additional, loading:

Fully Detailed on drawings:

Yes

No

☐☐

Additional Information attached:

☐☐

We hereby confirm that we have to date carried out, and will continue to carry out as necessary, the design of these parts of the works which we are appointed to design and that we have exercised reasonable professional skill, care and diligence with due regard to our duties under the Safety, Health and Welfare at Work Act, 2005 and under the Safety Health and Welfare at Work (Construction) Regulations, 2103 we:

- 1 have taken account of the General Principles of Prevention and any existing Safety File
- 2 have provided the PSDP and PSCS as appropriate with all relevant information as required by the Regulations; and
- 3 have cooperated with the PSDP and PSCS and with other Designers, as necessary.

Signed:

for & on behalf of the PSDP:

Date:

We hereby confirm that we have communicated our design assumptions to the Temporary Works Designer. We are satisfied that our permanent works design can be constructed to be safe and without risk to health in accordance with Section 17 of the Safety, Health and Welfare at Work Act, 2005.

Signed:

for & on behalf of the PSDP:

Date:

We hereby confirm that we have coordinated the activities of the Designers responsible for this element of the works in respect of the taking into account the General Principles of Prevention and with due regard to our duties as PSDP under the Safety, Health and Welfare at Work (Construction) Regulations, 2103

Erection of the Temporary Works may proceed, subject to the provision of a Temporary Works Method

Statement agreed by the contractor, Temporary Works Erector and PSCS as being adequate.

Signed

For & on behalf of the PSDP

Date

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Permanent Works Design Certificate

(to be completed by the Permanent Works Designer(s) and the PSDP)

Project:

Certificate
Reference
Number:

Element of
Permanent Works to
which this certificate
applies:

Identify All of the Permanent Works Designers to Which This Certificate Applies:

- | | | | |
|---|--|--|---|
| ☐ Architect | ☐ Structural Engineer | ☐ Civil Engineer | ☐ M&E Engineer |
| ☐ Fire Safety Consultant | ☐ Geotechnical Engineer | ☐ Traffic Consultant | ☐ Landscape, Architect |
| ☐ Process Engineer | ☐ Quantity Surveyor | ☐ Specialist Designer _____ | ☐ |
| ☐ Other Designer _____ | ☐ Other Designer _____ | | |

Detail design codes
adopted or compiled
with for this
element of works:

Reference numbers
for calculations;
completed &
checked:

Drawings Numbers;
completed & checked:

Design intent and
assumptions that
may affect
Constructability:

Design Criteria attached:

Yes
☐

No
☐

We hereby confirm that we have to date carried out, and will continue to carry out as necessary, the design of these parts of the works which we are appointed to design and that we have exercised reasonable professional skill, care and diligence with due regard to our duties under the Safety, Health and Welfare at Work (Construction) Regulations, 2103 we:

1 have taken account of the General Principles of Prevention and any existing Safety File

2 have provided the PSDP and PSCS as appropriate with all relevant information as required by the Construction Regulations; and

3 have cooperated with the PSDP and PS CS and with other Designers, as necessary.

Signed for & on behalf of the
Designers (identified above)

Date:

We hereby confirm that we have coordinated the activities of the Designers responsible for this element of the works, in respect of the taking into account the General Principles of Prevention and with due regard to our duties as PSDP under the Safety, Health and Welfare at Work (Construction) Regulations, 2103,

Signed:

for & on behalf of the PSDP

Date

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Health and Safety Authority

THE PRINCIPLES OF PREVENTION

The Project Supervisor for the Design Process is required to prepare a written safety and health plan on a preliminary basis that includes the conclusions drawn by the designers and Project Supervisor Design Process as regards the taking account of the general principles of prevention and any relevant safety and health plan and safety file.

Matters to be considered (non exhaustive list)

- Glazing types to be used
- Cleaning of roofs, gutters etc .
- Cleaning of windows both internally and externally
- Use of vision panels in doors.
- Dangerous substances/materials and more specifically Asbestos
- Fragile roofs and roof lights
- Demolition works
- Access to and use of flat roofs for the purpose of maintenance.

Information to be requested from the Client (non exhaustive list)

- Existing processes, work on site.
- Existing traffic on site, including pedestrian traffic. Dangerous substances used or present on site.
- Other activities on site
- Other projects on site
- Known existing services on site, overground and underground.

Information to be requested from the Structural/Civil Engineers (non exhaustive list) Existing traffic and access to site

- Installation of prefabricated elements
- Excavations and associated temporary works
- Location of roads and foundations near existing services.
- Dangerous substances/materials

Information to be requested from the Services Engineers (non exhaustive list)

KNOWN EXISTING SERVICES AND NEW SERVICES:

Underground Services:

Water Mains
Electric Cables
Telephone Cables
Gas Mains
Other Liquids / Gases under pressure Foul and Surface Water
Other

Overground Services:

Electric Cables
Telephone Cables

OTHER:

INSTALLATION AND ACCESS TO SERVICES AND PLANT

Services duct sizes

Access to ducts

Floor in ducts

Plant room size

Access to plant room for personnel and equipment

Location of equipment, services, lights at high level and access for maintenance Location of new services near roads existing structures and boundaries

DESIGN AND THE PRINCIPLES OF PREVENTION			
Designer's Assessment of Safety during Construction and Maintenance taking account of the principles of Prevention (read in conjunction with the ACEI.EI.RIAI Guidance Notes)			
Company :	Project :	Designer :	Date :
	Ref :	Checker :	Sheet No :
Design Stage:			
No:	Key hazards Identified	Design / Action	
Item to be drawn to the attention of contractor(s) :			

Advice Notes

Non-exhaustive list of parameters to be considered:

1. State land uses for area adjoining site and on roads to the site entrance.
Assess location of proposed site entrance in relation to existing uses and activities. especially in relation to dust, noise, dangerous processes and traffic. Note access arrangements to those parts of the site which will continue to be used by the client.
2. Review working hours with Client, having regard to the adjacent land uses and buildings and note any restrictions on such hours.
3. The contractor is to install suitable hoarding and ensure site remains secure at all times.
Site parking restrictions.
Storage restrictions, segregated from the works.
Cleaning regime is to be implemented on site and this will include access roads to site.
4. Impact of traffic on immediate local environment.
5. Traffic management plan for the site.
The contractor is to take into account pedestrian traffic especially near the site entrances and feeder roads to the site.
Highlight any schools or other heavily pedestrianised areas near the site or site entrance.
6. Separation of site traffic to (adjacent) premises must be established where possible.
The contractor is to ensure and maintain fire vehicle, bin and delivery access to buildings adjacent to the site at all times.
Separation of site traffic and traffic to (adjacent) premises must be established where possible. Speed limits.
The contractor shall implement an appropriate booking in and out system for all site operatives and visitors.
Procedures to safepass and other certification methods.
Contractors personnel shall carry appropriate (and visible) identification at all times on site.
The contractor shall implement a site specific Health and Safety induction procedure.
Vehicular and personnel routes shall be separated on site especially near the access to the site.
Review access times to the site.
7. Obtain advice from Client and include.
8. Layout of existing and new services included in drawing package. Known services to be identified with the Client and Engineer prior to commencement on site. All diverted services to be documented. Reference to complexity of project is needed.
9. Fixtures, and fittings of machinery review with Client/Services Engineers. Will Electrical terminations and data terminations be required for equipment and machinery?
10. State if new services are to be installed by services providers such as Bord Gals, ESB, etc. as separate contract to the Client
11. To be advised by the Design Team and Client if and when other items of work activities become known.
12. Obtain advice from Client, Civil Engineer and/or Services Engineer and include here.
Enter drawing numbers of relevant drawings if any.
13. Obtain advice from Client, Civil Engineer and/or Services Engineer and include here.
Enter drawings numbers of relevant drawings if any.
If services are to be re-located prior to commencement of other works on site.
Service Engineer to assess and advise, include advice

14. Obtain advice from Client, Civil Engineer and/to Services Engineer and include here.
Enter drawings numbers of relevant drawings if any.

If services are to be re-located these should be re-located prior to commencement of other works on site, Services Engineer to assess and advise, include advice.

Where electrical cables are near access roads or cross (site) traffic routes, and external roads assessment is to be made of the design to establish if this risk can be eliminated or reduced.

Where this cannot be eliminated protective measures must be put in place at the outset of the contract, Services Engineer to assess and advise, include advice.

15. Works involving particular risks, which would be appropriate to specify in the Preliminary Safety and Health Plan are:

- Items 1 & 2 of the Schedule 1 where the existence of a particular risk would not be evident and reasonably deducible from drawings or other support documentation to a competent Project Supervisor for Construction Process.
- Items 3 to 10 of Schedule 1 where such risks are reasonably foreseeable by the Project Supervisor Design Stage.

Non-Exhaustive List of Work involving particular risks to the safety and health of persons at work

1. Work which puts persons at work at risk of burial under earthfalls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work Or processes used or by the environment at the place of work or site.
2. Work which puts persons at work at risk from chemical or biological substances constituting a particular danger to the safety and health of such persons or involving a legal requirement for health monitoring.
3. Work with ionising radiation, requiring the designation of controlled or supervised areas as defined in Article 20 of Directive 80/836/Euratom.
4. Work near high voltage power lines. 5.
6. Work exposing persons at work to the risk of drowning. Work on wells, underground earthworks and tunnels.
7. Work carried out by divers at work having a system of air supply.
8. Work carried out in a caisson with a compressed-air atmosphere.
9. Work involving the use of explosives.
10. Work involving the assembly or dismantling of heavy prefabricated components.

In preparing this section of the Preliminary Safety and Health Plan ensure full consultation with the Structural, Civil and Services Engineers and Temporary Works Designer and include their advice where relevant.

16. Project Supervisor for Construction Stage is to assess risk already outlined for existing fragile roofing materials and more specifically for roof lights if they exist.
17. The installation of high level services at all levels requires extreme caution and care including all scaffolding, etc.

High-level Systems should, where possible, be commissioned prior to scaffolding removal to reduce the necessity for hoists, etc. Method statement required.

The use of collective protective measures such as nets and mobile platforms is to be considered by the Contractor wherever possible during the erection of the works.

An assessment should be made to review if the work can be avoided or reduced, where not possible to eliminate this type of work control measures as stated above are to be requested.

18. Where friable asbestos is identified, and prior to the main renovation work continuing, the asbestos must be removed.

This in most cases, will involve employing a specialist contractor who will give 28 days notification to the HSA and will also prepare a method statement outlining the exact procedures to follow in order to remove the asbestos safely.

All data sheets must be retained for the Safety and Health file.

[For building constructed prior to the mid 1970's an inspection report by expert organisation is to be included in the Preliminary Safety and Health Plan with request to monitor the site for potential of concealed Asbestos especially with regard to insulation and services]

19. Obtain advice from the Client and include.

20. Obtain advice from the Client and include.

Obtain advice from the Services Consultants that the design of the service ducts, plant rooms is reviewed and assessed and that Sufficient space is provided for installation, commissioning and maintenance.

21. Lead paint has not been used in significant quantities since the mid 1970s.

Where disturbed during construction or accessible to children after completion, lead should be removed at the earliest possible time during construction. Lead content in paint to be assessed, if applicable, and included in the Preliminary Safety and Health Plan.

22. Substances classified as carcinogens include zinc chromate, and certain classes of bituminous substances, which are used in caulking or sealants.

[Obtain advice from the Design Team and Client. If no advice is received state that the Project Supervisor Design Process has not been notified by the Design Team or Client of any materials that may present an exceptional hazard or risk. No R45/R49 substances specified. Note: fire-stopping and cavity barriers executed in mineral fiber quilts and batts will be used to be non-shed variety and where cut suitable masks to be used and gloves and other site personnel to be provided with suitable protection where working near works involving putting up of bans and quilts.

23. These are a component of many coatings, sealant and foams, particularly of "two pack" coatings or urethanes.

Obtain advice from the Design Team and Client. If no advice received state that the Project Supervisor Design Process has not been notified by the Design Team or Client of any materials that present an exceptional hazard or risk. In case of use, all people involved must be fully trained in the use of same.

24. Obtain advice from the Design Team and Client. If no advice received state that the Project Supervisor Design Process has not been notified by the Design Team or Client of any materials that present an exceptional hazard or risk. No such substances are to be used by the Contractor unless no equivalent alternative exist. In case of use, all people involved must be fully trained in the use of same.

Identify any source of effluent, natural water source and highlight possible contamination, Project Supervisor Construction Stage to develop test regime for potential biological, chemical hazards.

Obtain Client advice on any known potential biological, chemical hazards.

Draw attention to the possibility of Weils disease where rodents can be expected to be present on site.

25. Are ionisation smoke detectors to be installed throughout the building. Obtain advice from Services Engineers and Client of any equipment to be installed

Ionising radiation is also used in airport and other security systems where property or people are scanned.

26. Obtain advice from Client, Civil Engineer and/or Services Engineer and include here.

Enter drawing number of relevant drawings if any.

If services are to be re-located these should be re-located prior to commencement of other works on site or at the earliest possible time. Services Engineer to assess and advise, include advise.

Where electrical overhead powerlines are near access roads or cross (site) traffic routes, an assessment is to be made of the design if this risk can be eliminated or reduced, where this cannot be eliminated protective measures must be put in place at the outset of the contract, Services Engineer to assess and advise, include advice.

27. Obtain advice from Client, Civil Engineer and Services Engineers and include.

Ponds, rivers, culverts shown on Civil Engineering drawing number(s) and included in Appendix B.

Obtain advice from Client, Civil Engineer and Services Engineers on each specified topic and include.

28. Fabrication, delivery and erection of structural steelwork and precast concrete panels should be the subject of a detailed method statement from the Main Contractor and Temporary Work Designer to be lodged with the Project Supervisor Construction Stage and the Project Supervisors Design Process prior to commencement.

Where boilers, Air Handling Units and associated plant are to be lifted into high level plant rooms, a Method statement should be this required. The M & E contractor is to advise the Project Supervisor Construction Stage on this prior to the construction stage of the the project.



The Royal Institute of the Architects of Ireland

8 Merrion Square

Dublin 2

Telephone: (01) 676 1703

Facsimile: (01) 661 0948

Website: www.riai.ie

email: info@riai.ie

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