



PRELIMINARY HEALTH AND SAFETY PLAN

FOR

**THE CONSTRUCTION OF A SINGLE STOREY EXTENSION TO THE REAR OF THE
EXISTING SCHOOL AND ALL ASSOCIATED WORKS**

AT

**ST. SAVIOUR'S NATIONAL SCHOOL, RATHDRUM,
CO. WICKLOW, A67PV00**

Table of Contents

1.0 INTRODUCTION	4
2.0 GENERAL DESCRIPTION OF THE PROJECT	4
2.1 Site Location and Description	4
2.2 Scope of Works	4
2.4 Name and addresses of:	4
2.4.1 Project Supervisor for the Design Process (PSDP)	4
2.4.2 Project Supervisor for the Construction Stage (PSCS)	4
2.5 Estimated timescale of project	5
2.5.1 Intended commencement date	5
2.5.2 Intended contract completion date	5
2.5.3 Estimated timescale of work on the construction site	5
3.0 PROJECT SAFETY OBJECTIVES	5
4.0 DRAWINGS/SPECIFICATIONS	5
5.0 RELEVANT ADJOINING LAND USES	5
6.0 SITE RESTRICTIONS	5
6.1 Restrictions on Working Hours	6
6.2 Site Restrictions and Restrictions on Access	6
7.0 PHASING OF WORKS	6
8.0 OTHER WORK ACTIVITIES	7
8.1 Site Restrictions and Restrictions on Access	7
8.2 Other Works on Site, if applicable	7
9.0 KNOWN EXISTING SERVICES	7
10.0 INFORMATION ON THE PRESENCE OF PARTICULAR SAFETY RISKS TO HEALTH AND SAFETY	7
10.1 Risk of Falling from a Height, Burial under Earth Falls or Engulfment in Swampland	8
Working at a Height	8
Fall Arrest Systems	8
Excavations	8
10.2 Contact with Chemical or Biological Substances	8
10.3 Work with Ionising Radiation	8
10.4 Work Near High Voltage Lines	8
10.5 Works Exposing Persons at Work to the Risk of Drowning	8
10.6 Work Involving Wells, Underground Earthworks and Tunnels	9
10.7 Work Involving Divers, Caissons or Explosives	9
10.8 Work Involving Assembly or Dismantling of Heavy Prefabricated Components	9
11.0 WORK INVOLVING PARTICULAR RISKS NOT REFERRED TO IN SCHEDULE 1 OF THE REGULATIONS	9
11.1 Existing Services Including Electricity and Gas	9
Electrical Hazards	10
11.2 Noise	10
11.3 Access/Egress	10
Route to the Workplace	11
Access & Egress (Personnel)	11
Access for Construction, Maintenance & Demolition	11

Restricted or Limited Access	11
Emergency Exit Routes.....	11
Separation of Trades	11
Other Construction in Vicinity	11
11.4 Traffic Management	11
Construction Traffic.....	11
Public Traffic 12	
Supply/Delivery Connections.....	12
11.5 Working in Confined Spaces	12
11.6 Dismantling of Existing Equipment.....	12
11.7 Demolition and Temporary Works	12
11.8 Welding, Grinding/Cutting.....	12
11.9 Manual Handling.....	12
11.10 Cleaning, Treating of Building Materials	12
11.11 Exposure to Bacterial or Viral Infection.....	13
11.12 Material Safety Data Sheets (MSDS)	13
11.13 Environmental Protection	13
11.14 Working in Low Light Situations	13
11.15 Adverse Weather Conditions.....	13
12.0 CONTINUING LIAISON	13
12.1 Procedures Required	13
12.2 Site meeting- proposed agenda to include PSDP matters.....	14
13.0 SAFETY FILE 14	
14.0 HEALTH AND SAFETY PLAN INFORMATION	15
15.0 LIST OF PSCS REQUIREMENTS.....	15
16.0 COMPLIANCE WITH GENERAL SAFETY REQUIREMENTS	16
17.0 FINAL COMMENT	16
APPENDICES 17	
APPENDIX A 18	
HAZARD CHECKLIST	18
General Control Phrases.....	20
Contractor: 20	
APPENDIX B 21	
SITE LOCATION MAP.....	21

1.0 Introduction

This plan has been prepared in accordance with the Safety, Health and Welfare at Work (Construction) Regulations 2013 (S.I. No. 291/2013) and (S.I. NO. 528/2021) and any subsequent amendments thereof. This document has been prepared for the purpose of providing information for the Project Supervisor for the Construction Stage (PSCS). All relevant documentation must be passed on to the Client upon completion of the project.

The safety and health plan serves two purposes:

- During the pre-construction phase of a project it brings together health and safety information obtained from relevant persons involved in the design process and the Project Supervisor for the Design Process (PSDP).
- During the construction phase it focuses on the main contractors' health and safety policy & risk assessments, the safety and health plan prepared by the PSDP and details of the management and prevention of risks to health and safety created by other contractors and subcontractors.

The safety & health plan should continue to develop and evolve to provide a co-ordinating mechanism for health and safety.

2.0 General Description of the Project

2.1 Site Location and Description

The works are to be carried out at St. Saviour's National School, Rathdrum, Co. Wicklow, A67PV00. Refer to Appendix B for location maps.

2.2 Scope of Works

The proposed works comprise the following; The Construction of a Single Storey Extension to the Rear of the Existing School and all associated works at St. Saviour's National School, Rathdrum, Co. Wicklow, A67PV00.

2.4 Name and addresses of:

2.4.1 Project Supervisor for the Design Process (PSDP)

Diarmaid O'Sullivan of D. O'Sullivan Consulting Engineers, Beara House, 11 Cluanin, Gorey, Co. Wexford. Phone 053-9489888.

2.4.2 Project Supervisor for the Construction Stage (PSCS)

It is expected that the successful tendering contractor will be appointed as the PSCS for this project. It is a requirement of the procurement process that the nominated PSCS demonstrates that they are competent to carry out the role for these particular construction activities. The PSCS should bring to the attention of the PSDP, any significant safety issues or implications of which he becomes aware. Also in the event of unforeseen circumstances or situations occurring on site, particularly affecting "Particular Risk" elements or the time scale for the project:

- A report of any accidents or incidents / dangerous occurrences that may occur
- Report of any visits by the Health & Safety Authority
- Whether delays to the programme result in health & safety issues

2.5 Estimated timescale of project

2.5.1 Intended commencement date

The intended commencement date for the proposed works is October 2026. Note; this date is subject to change due to statutory processes which are still ongoing at the time of preparation of this document.

2.5.2 Intended contract completion date

It is estimated that the works will be completed by March 2027. Note; this date is subject to change due to statutory processes which are still ongoing at time of preparation of this document.

2.5.3 Estimated timescale of work on the construction site

As noted above, it is estimated that the works will be completed within 154 calendar days from its commencement. Note; this date is subject to change due to statutory processes which are still ongoing at time of preparation of this document.

3.0 Project Safety Objectives

The appointed contractor and PSCS are expected to identify and address all aspects of required safety legislation. In particular, the following issues should be noted:

- Site delivery, movement of vehicles
- Maintenance of temporary edge protection
- Traffic management, operation of site related vehicles, including deliveries and waste removals should be addressed in detail
- Issues with regard to the ongoing proximity of works activities

The contractor should note arrangements for monitoring and review of safety procedures in the safety plan. Records of such inspections/audits should be made available for review if required. Records should include safety inspections, issues noted and addressed as well as relevant statutory inspections e.g. lifting plant and equipment.

In order to achieve these objectives the following steps shall be implemented:

- Daily safety induction's on commencement of works.
- Regular inspections/audits carried out by D. O'Sullivan Consulting Engineers
- Reporting of near misses
- Reporting of accidents/incidents
- Client involvement in monitoring and auditing

4.0 Drawings/Specifications

A full set drawings and specification documents have been prepared for the work. These form part of the Preliminary Health and Safety Plan and are contained in the Contract Documents.

5.0 Relevant Adjoining Land Uses

The school is located in a village setting in Rathdrum Co. Wicklow and is situated on a sloping site (sloping down from the school to the public road). Access is provided to the site from the public road (R752) via the existing vehicular entrance to the Southeast of the site. There is an existing hard surface area and numerous grassed areas within the school grounds. Surrounding the site are agricultural fields, a church and a public park. Due care must be taken to protect all site boundaries and properties.

6.0 Site Restrictions

6.1 Restrictions on Working Hours

Working hours are confined to the following:

- Monday to Friday 08.30am to 05.30pm
- Saturday 08.30am to 01.00pm
- No works are allowed to take place on Sundays
- Bank holiday work will require permission

6.2 Site Restrictions and Restrictions on Access

Unauthorised access to site during construction may expose third parties to construction hazards that they are not familiar with. Protection for third parties, which may be exposed to construction risks during the construction phase, must be provided which is the responsibility of the PSCS.

- The site will be accessed via the main / shared vehicular entrance located to the North of the site. Protection to public areas to be maintained during works. Stop-go system to be implemented at site entrance from public roadway where public footpath is crossed and also where staff access is required.
- Contractor and Board of Management are to agree to schedule of works regarding site access and possible staff usage prior to commencement of works.
- Walls and piers are to be protected from damage by the main contractor for the duration of the works; paying particular regard to large vehicle material deliveries.
- Any damage to public areas will have to be repaired by the contractor.
- The contractor will co-operate with the school staff and the existing local residents so as to ensure the health and safety of children, residents and construction workers during the project.
- All plant, machinery and access equipment must be left safe during out of hours.
- All personnel / visitors to this site must wear the correct personal protective equipment.

No noisy or heavy plant or equipment will be allowed to operate on or within the vicinity of the site before 09.00am every day or after 05.00pm on weekdays. Deliveries or movement of vehicles to or from site is not permitted outside of working hours and may be subject to restriction by the Client. The Contractor must bear in mind that the entire works will be carried out in a school setting.

Any works which may result in a service disruption, noise or traffic re-routing must be brought to the attention of the Engineer at least seven working days in advance to allow sufficient notification to be given to the relevant property owner/tenant and their employees. The Project Supervisor Construction Stage is required to liaise with the Engineer to agree specific arrangements for activities outside of normal working hours, if required, that will minimise risk and disruption to the general public.

7.0 Phasing of Works

The timescale for the construction works is expected to be approximately 25 weeks. This timescale is considered broadly adequate for works of this nature, taking into account the scope of works, local environment and access provision. The proposed timescale is subject to confirmation by the contractor in accordance with his programme (to be finalised).

The co-ordination and management of the works, in relation to temporary access arrangements, as well as the overlap and interaction with other adjacent building occupants, is regarded as an essential element of the safety management procedures and planning on site, and is the responsibility of the appointed PSCS.

It is the responsibility of the PSCS to advise the PSDP of proposed phasing schedules. A draft phasing plan is included in the tender documents.

8.0 Other Work Activities

8.1 Site Restrictions and Restrictions on Access

The PSCS is reminded that the subject site is Primary School which may be in use partially or fully during the works.

The site is located within a rural setting and care and attention is required for public safety. Co-ordination with other PSCS activities (where applicable) on or adjacent to the site, shall be agreed before work commences. All specific agreements and procedures shall be outlined in the Safety and Health Plan. All safety planning & operational safety procedures shall be reviewed at regular intervals to take into account any forthcoming construction activities, and the safety plan adjusted accordingly. Particular attention should be paid in regard to the overlap and co-ordination of various elements such as, access, external areas, and emergency procedures. All co-ordination issues to be highlighted in the Safety Plan.

8.2 Other Works on Site, if applicable

At the time of preparing this report the PSDP was not aware of any additional works due to commence within the vicinity of the proposed site. However, in the event of works commencing in the vicinity of the proposed site the PSCS must give due consideration to the interface with adjacent works.

9.0 Known Existing Services

There do appear to be some overhead lines crossing the site. The PSCS is responsible for identifying, highlighting and avoiding all overhead lines and also ascertaining the location of buried services within the site.

10.0 Information on the presence of Particular Safety Risks to Health and Safety

The construction work referred to in this Preliminary Health and Safety Plan has been reviewed by the designers.

In their review, the designers have assumed that all construction work will be done in accordance with the Construction Regulations. The designers have also assumed that the Contractors safety statement deals with the normal hazards arising from their particular type of construction work.

The Schedule of Risks include a list of works which involve particular risk to the Safety and Health of persons at Work and which fall generally within Second Schedule of the Safety, Health and Welfare at Work (Construction) Regulations 2013 (S.I. No. 291/2013) and (S.I. NO. 528/2021). It should also be noted that the risks included in this list are risks that were foreseeable at the design stage. Many risks arise out of working methods selected by the Contractor and as such cannot be determined by the PDSP.

The "Particular Risks" identified for this package are listed below. The minimum controls required demand a Safe System of Work. In cases where the residual risk is required to be dealt with by the PSCS by production of Method Statements, reference to those method statements is included in the register of Method Statements appended to this Safety and Health Plan. The PSDP is to keep this register updated for the duration of the project.

10.1 Risk of Falling from a Height, Burial under Earth Falls or Engulfment in Swampland

Working at a Height

This project will necessitate 'working at height'. The works consist of constructing the walls and roof of the extension, which, by their nature, indicate that personnel are at risk from "falling from a height".

Working at height is defined in Part 4 of the Safety, Health and Welfare at Work (General Application) Regulations 2007 and includes work in any place from where an employee could fall a distance liable to cause personal injury including places at or below ground level and access or egress routes to places of work.

- Where reasonably practicable a safe working platform must be provided for such work i.e. mobile and/ fixed scaffolding.
- Any persons working at height must be trained and competent to do so.
- Appropriate safety barriers are to be located near the edge of any deep excavation or height.
- Task specific method statements to be provided and reviewed by site safety personnel before the start of the work activity.

The following is a non-exhaustive list of precautions. Site-specific Risk Assessments and/or method statements will be required in respect of working at height to highlight specific hazards. The method statement is to be described and explained to all of the relevant workers via toolbox talks prior to start of the work.

In addition, the following precautions must be addressed where appropriate:

- Safe access to all work areas to be provided.
- Safe system to be used to place materials in position and for the removal of waste.
- Materials shall not be thrown from height.
- If applicable guard rails and toe-boards to be provided around all edges, so far as is reasonably practicable, to prevent falling objects.

Fall Arrest Systems

Only Wicklow County Council certified, approved fall arrest systems shall be employed as deemed necessary in the Risk Assessments. No person using a fall arrest system shall work 'solo'.

Excavations

Suitable protection shall be provided to all excavations, including trenches and open culverts. A full risk assessment shall be conducted in all cases and take into account the proximity of any roads, pedestrian ways or access points. Suitable appropriate and adequate signage, edge protection and shoring shall be provided in all cases.

10.2 Contact with Chemical or Biological Substances.

Not Envisaged.

10.3 Work with Ionising Radiation

Not Envisaged.

10.4 Work Near High Voltage Lines

It is envisaged that this project does not involve working near high voltage lines. However, where overhead power lines cross the site or are in close proximity, the overhead lines pose a particular risk from electrocution to persons in the site, particularly for the persons in vehicles with high reach. Excavations may pose a risk from underground cables which may or may not be marked or located on the contract drawings

10.5 Works Exposing Persons at Work to the Risk of Drowning

Not Envisaged

10.6 Work Involving Wells, Underground Earthworks and Tunnels

Not Envisaged.

10.7 Work Involving Divers, Caissons or Explosives

Not Envisaged.

10.8 Work Involving Assembly or Dismantling of Heavy Prefabricated Components

Not Envisaged.

11.0 Work Involving Particular Risks Not Referred to in Schedule 1 of the Regulations

The following is a non-exhaustive list of unavoidable hazards not included in Schedule 1 of Safety, Health and Welfare at Work (Construction) Regulations 2013 (S.I. No. 291/2013) and (S.I. NO. 528/2021), which have been identified during the design stage. The list does not address common-place site hazards, standard construction practice or common construction materials risks which are routinely controlled by experienced and competent contractors in their application of good construction management in compliance with Safety and Health Regulations.

In developing the Safety and Health Plan, the PSCS should identify all other relevant activities, hazards and precautions, incorporating the appropriate risk assessments in the overall Safety and Health Plan, Construction Stage. Construction of the Works must not commence until the Plan is developed in sufficient detail to cover all aspects of relevant construction procedures, initial site works, diversionary works and all other project related activities and has been approved by the Employer. Note that a non exhaustive hazard checklist is included in Appendix A of this document. This should be used to ensure that all relevant hazards have been considered.

In cases where the residual risk is required to be dealt with by the PSCS by production of Method Statements, reference to those method statements is included in the register of Method Statements appended to this Safety and Health Plan. The PSDP is to keep this register updated for the duration of the project.

11.1 Existing Services Including Electricity and Gas

The routes of all existing underground services must be carefully plotted prior to construction works. The PSCS is responsible for developing safe methods of working to deal with these services.

The site design must consider the location of existing services to reduce the risk posed by services where possible.

Contractors working on site must ensure that all electrical work equipment supplied and used on site must meet the statutory safety requirements for such equipment. Contractors must ensure that all electrical equipment installed/used (including that to power the contractor's offices and temporary buildings etc) meets all current statutory requirements. All electrical work is to be done under a permit to work system (both work on dead and live systems).

Contractors must have a documented safe system of work when installing, testing and commissioning electrical systems including a lock out/tag out or other effective isolation procedure when working on electrical installations. All electrical work shall comply with, and be carried out in accordance with the National Rules for Electrical Installations, as prepared by the Electro Technical Council of Ireland (ETCI).

Electrical Hazards

The following is a non-exhaustive list of electrical hazards:

- Safe provision and use of portable electrical work equipment (110 VAC)
- Suitable provision of electrical power for work equipment to be used on site
- Requirement for documented safe systems of work for all electrical work
- Use of temporary power supplies and transformers

The precise nature of this risk will need to be confirmed by the PSCS by conducting site audit. Risk assessments to be conducted to either eliminate any potential hazard or to ensure safe work practices are established and enforced.

The following is a non-exhaustive list of precautions and legislation which needs to be complied with:

- Safety, Health and Welfare at Work Act, 2005 (as amended)
- Safety, Health and Welfare at Work (General Application) Regulations 2007 to 2023
- Safety, Health and Welfare at Work (Construction) Regulations 2013 to 2021
- Contractor Safety Statements and Method statements

The following precautions must be addressed where appropriate Electrical installations must be designed, constructed and used so as not to present a fire or explosion hazard.

- Persons at work shall be adequately protected against the risk of electrocution caused by direct or indirect contact
- The design, construction and choice of equipment and protection devices shall take account of the type and power of the energy distributed, external conditions and the competence of persons with access to parts of the installation

11.2 Noise

The Designer must consider the effect of noise emitting plant and machinery and its effect on the school and adjoining properties when designing the scheme.

During construction it is foreseeable that hazardous high noise levels could be reached from time to time during the project. The Contractor must reach agreement with the PSCS before conducting any activity on site that is likely to generate noise in excess of 85 dB(A). In cases where the Contractor's equipment or activities will generate noise above 90 dB(A) the Contractor must isolate the area involved (by enclosure, tapes, warning signs, etc.) and ensure that only persons wearing suitable hearing protection are allowed to enter the area. If, in any of the work locations, the noise is suspected to be exceeding 85 dB(A) the PSCS must be notified so that a noise assessment survey can be executed. In addressing the issue of noise the contractor's attention is drawn to the requirements of Chapter 1 of Part 5 (Control of Noise at Work) of the Safety, Health and Welfare at Work (General Application) Regulations 2007 to 2023. As the site is in close proximity to residential buildings the Contractor will be expected to liaise with the owner(s) and/or resident(s) together with the Local Authority with respect to acceptable/allowable levels of noise pollution and permissible working hours.

11.3 Access/Egress

During construction, access to the work site shall be via allocated routes. A plan of the site illustrating the site boundaries will be provided and at no time will operatives be permitted to stray beyond the confines of such. Signage will be in place to inform people of the site perimeter with additional signage erected at the entry point to inform people of the PPE requirements and the dangers present. The main site signage shall contain reference to the Safety, Health and Welfare at Work Act, 2005 (as amended) and the CR1 form. The following must be adhered to:

Means of egress in case of fire to be kept free at all times;

- Limit access and control movement of unauthorised personnel
- Ensure appropriate PPE is available for employees, contractors, visitors and others
- Safe means of access/egress to be provided to the site. Safe lines of sight of 90m should ideally be provided from a point 2.4m back from the road edge
- Safe access to the site should be provided at all times to the employer's representatives
- Edge protection to be provided where there is a possibility of falling and such areas need to be fenced off or securely covered
- Signage is to be used to assist the site operatives, employees of Wicklow County Council and site visitors in circulating within the site

Route to the Workplace

The designated route to the workplace and Contractor's Compound shall be specified by the Contractor in the construction Health & Safety Plan and shall be observed at all times.

Access & Egress (Personnel)

The access & egress routes for the appointed contractor, their employees and sub-contractors to and from the work area shall be specified by the Contractor in the Construction Health & Safety Plan and shall be observed at all times.

Access for Construction, Maintenance & Demolition

Access for construction, maintenance & demolition shall be specified by the Contractor in the Construction Health & Safety Plan and shall be observed at all times.

Restricted or Limited Access

Wicklow County Council shall advise of any restricted, limited access or wayleave routes for the work. Where wayleaves are required, the Contractor shall obey the conditions of the wayleave in place at all times.

Emergency Exit Routes

The Contractor shall provide clear and uncomplicated exit from all excavations and areas of the works and ensure that employees are aware of designated master points.

Separation of Trades

The appointed Contractor shall conduct a full risk assessment to ascertain impact of various trades working concurrently and schedule the work accordingly to avoid any hazardous situations.

Other Construction in Vicinity

The appointed Contractor shall make themselves aware of any other construction work in the vicinity of the site and conduct a full risk assessment to ascertain impact and schedule the work accordingly to avoid any hazardous situations.

11.4 Traffic Management

During the works, the Contractor will be required to implement and maintain suitable Traffic Management Systems. The safety of operatives and members of the public is paramount and as such, traffic management is an important aspect of the works.

Care must be taken that the Contractor does not cause any obstruction to traffic entering the site which could result in vehicles attempting to access the site being stopped on the public road and causing a hazard to oncoming traffic

Construction Traffic

Construction traffic shall follow designated route to the workplace. A full risk assessment shall be carried out to ascertain impact.

Public Traffic

Construction traffic shall observe public traffic signage and speed limits in accordance with the NRA Traffic signs Manual. A Traffic Management Plan shall be submitted to the Engineer and Wicklow County Council for approval prior to the commencement of the works.

Supply/Delivery Connections

As the construction site is in an urban environment access for supply and delivery of materials and other non-specified items for business premises shall be required. Access shall be required for the safe delivery, loading and unloading of any such items at all times. A full risk assessment shall be carried out to ascertain the impact.

11.5 Working in Confined Spaces

The requirement for working in confined spaces should be reduced by the Designer. However if it is inevitable clear procedures should be adopted for access of all confined spaces. Operatives must be trained in confined space working techniques.

Designers will be required to ensure access to these areas is facilitated by the approach taken to the design of confined spaces. The PSCS will be required to address access in terms of methods of construction.

11.6 Dismantling of Existing Equipment

Designers must consider the safe dismantling of existing equipment. Planning of the dismantling of existing equipment will require that inspections are undertaken of the equipment so that the following may be considered among other items:

- Removal of bolted connections
- Requirements for cutting of steel etc.
- Lifting arrangements
- Risk of contamination of water during equipment removal
- The need for maintaining services and operations during equipment removal
- Set down areas
- Safe methods of working

11.7 Demolition and Temporary Works

The Contractor will be required to employ a specialist Temporary Works Designer who will be qualified and experienced in the design and methodology of installation of temporary works. Designs and method statements will be required to be submitted to the Project Structural Engineer and PSDP for comment prior to demolition works.

11.8 Welding, Grinding/Cutting

Not Envisaged.

11.9 Manual Handling

Designers should consider the design of elements to keep manual handling requirements within legal limits and reduce the overall requirements for manual handling where practicable. Contractors must address manual handling issues as a legal requirement. In addressing the issue of manual handling the Contractor's attention is drawn to the requirements of the following which include the requirement for training and risk assessment:

- Safety, Health and Welfare at Work (General Application) Regulations 2007 to 2023 (Chapter 4 – Manual Handling of Loads)
- Safety, Health and Welfare at Work (Construction) Regulations 2013 to 2021

11.10 Cleaning, Treating of Building Materials

Designer should consider the design of elements to reduce the requirements for the use of dangerous chemicals and substances to a minimum. Precautions will be required when Contractors come into direct

contact with wet cement due to the risk of chemical burns. These issues should be addressed within Contractor Safety Statements.

11.11 Exposure to Bacterial or Viral Infection

The project entails working in an urban environment and the Contractor must assume the presence of vermin within concealed spaces and thus the possibility of contamination of the site with rat urine. As such, it is vital that appropriate protective clothing is worn at all times. Specific risks of working in such conditions include:

- Weil's Disease
- Hepatitis

The above list is non-exhaustive and the Contractor shall ensure that high standards of hygiene are maintained by all operatives and visitors to the site. Of special note is that hands should be washed prior to eating and that hand/face contact should be minimised. Contractors' mess and sanitary facilities must be monitored and maintained to ensure priority to hygiene and also for the appropriate and safe disposal of organic and fowl waste.

11.12 Material Safety Data Sheets (MSDS)

All chemicals and substances (including gases) proposed for use during the contract shall be listed and an MSDS furnished for each. This list and accompanying MSDS sheets shall be submitted to the PSCS before storage and/or use on site.

11.13 Environmental Protection

Where the work activities impact on the environment the effects of these activities shall be considered in respect to the site and its locality so that any adverse effects may be identified, evaluated and actioned.

Any significant activities which may impact on the site and locality particularly in terms of dust, noise, air emissions, fuel oil storage etc. shall be discussed with the PSCS prior to the work or services commencing. Where deemed necessary, Wicklow County Council may request an Environmental Method Statement to be prepared by the contractor or subcontractor.

11.14 Working in Low Light Situations

The Specification has defined the allowable working times for the proposed works. However, during this time and at any other times when levels of daylight might be inadequate it is vital that adequate artificial lighting be provided to ensure that:

- Personnel can perform the tasks given in a safe manner
- Personnel can see emergency access/egress points

11.15 Adverse Weather Conditions

The site may be exposed to adverse weather conditions. Hazards on site in the event of adverse weather conditions include:

- Slippery surfaces
- Fog
- Wind
- Wave conditions

12.0 Continuing Liaison

12.1 Procedures Required

Procedures will be required for dealing with unforeseen eventualities during project execution resulting in substantial design change, which might affect contract period and other resources, i.e. site meetings, etc.

The PSDP will require to be notified of any relevant changes or decisions that will affect Particular Risks during the time span of the project. Other relevant information would include changes to the time required for completion of the project or phases of the project.

Procedures will be required for gathering of information relevant to the Safety File by the PSCS. Procedures will be required to facilitate the coordination of the design of temporary works. Procedure likely to be as follows:

- At weekly meetings, or otherwise as appropriate, the PSCS will be required to identify any design functions contemplated by Contractor/s or required in connection with construction of the works and to identify the names, qualifications and competency with regard to Health and Safety requirements of the designers of such works to enable the PSDP to fulfil the co-ordination function.
- Signed design certificates must be submitted in advance of construction. It will be a matter for the employers of designers of temporary works to be satisfied as to the general competency of these designers and the design scope and criteria to be followed.

12.2 Site meeting- proposed agenda to include PSDP matters

- Confirm with contractor status of Temporary works for the coming week/month.
- Confirm that no temporary works are planned or ensure that contractor submits Signed Temporary Works Design certificates. Temporary works design certificates are not mandatory but are seen as an example of best practice and we should be looking for them on all sites.
- Confirm with contractor / PSCS that all scaffold on site is of standard arrangements erected (can be erected) in accordance with the manufacturer's recommendations / Users manual. This is to confirm that the scaffold is not subject to 'Design' and as such is not Temporary works requiring design.
- If any scaffolding on site does require 'design' than that scaffold comes under item No. 1 above.
- Where temporary works are in place discussions must also confirm the status and condition of the works and that they have not (or are not planned to be) been amended, adjusted or had design changes made to them in the period. To be recorded at site meetings.
- Confirm with project team if any design changes have been made that would impact on health and safety in construction, maintenance or future demolition.
- Request/review Designer's Risk Assessments if applicable.
- Review of progress on gathering information for the Safety File.
- Review of exchange of documentation as per Structural Anchors Code of Practice.

13.0 Safety File

The Safety File is a record of information on health and safety issues for the end user or client. It is prepared by the (PSDP) and delivered to the client on completion of the project. The information contained within the Safety File is a combination of information from the (PSCS), the Designers, and the Contractors and includes the following non exhaustive list of contents:

- Health and Safety Plan prepared by PSDP and further developed by the PSCS
- Details of subcontractors and other contractors on site
- Insurance details of all contractors on site
- Main contractor's safety statement / policy
- Construction drawings
- As built drawings
- Specification
- Copy of method statements
- Statements of general design criteria
- Details of equipment and maintenance facilities

- Maintenance procedures and manuals
- Relevant certificates from suppliers / manufacturers / specialist contractors etc.
- Details of location and nature of utilities and services

14.0 Health and Safety Plan Information

The Health and Safety Plan is a live document required to be assembled and maintained by the Project Supervisor for the Construction Stage (PSCS) outlining in detail how the construction works will be managed safely to completion. The Health and Safety Plan will be retained on site for inspection and/or reference and constantly updated as required.

The information contained within the Safety File is a combination of information from the Project Supervisor for the Construction Stage (PSCS), the Designers, and the Contractors and includes the following non exhaustive list of contents:

- Preliminary Health and Safety Plan prepared by PSDP
- Details of subcontractors and other contractors on site
- Insurance details of all contractors on site
- Records of safety training of current site operatives
- Main contractor's safety statement / policy
- Current construction drawings
- Site safety procedures
- Emergency details
- Fire procedures
- Site traffic management and site maintenance and housekeeping details
- Updated as built drawings
- Specifications
- Copy of method statements
- Statements of general design criteria
- Details of equipment and maintenance facilities
- Site equipment maintenance procedures, manuals and certification
- Relevant certificates from suppliers / manufacturers / specialist contractors etc.
- Details of location and nature of utilities and services

15.0 List of PSCS Requirements

The following is a non-exhaustive list of requirements to be included in the Health and Safety Plan and submitted to the PSDP prior to approval of the Health and Safety Plan. This includes required Method Statements and Contractors Design elements for review by the PSCS.

- On-site traffic management plan
- Proposed delivery schedule and site access plan.
- Temporary works design.
- Site sop's and site housekeeping plan.
- Method statement for excavation of trenches.
- Site waste management plan.
- Method statement for construction of deep manholes.
- Method statement for use of plant and equipment especially rock breaking equipment.

16.0 Compliance with General Safety Requirements

The various Contractors shall comply with all relevant statutory requirements such as the Safety Health and Welfare at Work Act, 2005, the Safety, Health and Welfare at Work (Construction) Regulations 2013 (S.I. No. 291/2013) and (S.I. NO. 528/2021), the Safety, Health and Welfare at Work (General Application) Regulations 2007 to 2023, and any subsequent amendments of these regulations and any other relevant Legislation, Guidelines or Codes of Practice. In addition, the Contractor shall comply with all the reasonable safety requirements of the Client, the Project Supervisor for the Design Process and the Project Supervisor for the Construction Stage.

17.0 Final Comment

The information contained in the preliminary sections of this document has been prepared prior to the commencement of work on site. It does not take account of any matters or information, which may come to light after that time, with particular reference to proposed commencement & completion dates.

APPENDICES

APPENDIX A

HAZARD CHECKLIST

This non-exhaustive list of hazards can be used as a prompt when completing the Designer Risk Assessment and Health and Safety Plan.

Tick hazards as appropriate and ensure items are included in the Risk Assessment.

HAZARD	✓	HAZARD	✓
FALLING FROM A HEIGHT		IONISING RADIATION	
Work adjacent to trenches, sumps, excavations, wells	✓	Use of x ray machines	
		Weld testing	
Scaffolding, ladders, platforms, hoists	✓	Works adjacent to x ray machines in hospitals	
Unprotected opes., stairwell, floors, roofs	✓		
Fragile roofs		Working in Airports	
BURIAL UNDER EARTHFALL		WORK NEAR HIGH VOLTAGE POWER LINE	
Work adjacent to trenches, sumps, excavations	✓	Underground	
Undermining existing foundations		Craneage	
Mounding, storage of soil adjacent to work	✓	Overhead power lines	✓
Unstable ground conditions		Electrical substation, pylons, masts	
ENGULFMENT IN SWAMPLAND		WORK EXPOSING PERSONS TO RISK OF DROWNING	
Work on or adjacent to peat, wetland, lakes etc.			
CHEMICAL		Works adjacent to water, rivers, culverts	
Existing chemicals on site		High ground water table, trench	
Substance including solvents, paints, fuels, gasses, flammables, contaminated ground, toxic waste	✓	Water main adjacent to works	
		WORKS ON WELLS, UNDERGROUND EARTHWORKS AND TUNNELS	
BIOLOGICAL SUBSTANCES		Foundations	✓
Asbestos		Basements	
Contaminated ground, landfill, waste materials		Deep excavations, under services	
Effluent, sewage	✓	Tunnels	
Contact with vermin, pathogens	✓	Confined spaces	

WORKS BY DIVERS		Land contamination	
Underwater surveys/works piers, bridges		High water tables	
CAISSON WITH COMPRESSED AIR ATMOSPHERE		SITE SET UP	
		Site layout, traffic circulation	✓
USE OF EXPLOSIVE		Access and Egress	✓
Attic guns, nail guns	✓	SITE ACTIVITIES	
Quarry		Groundworks	✓
Demolition Works	✓	Excavations	✓
ASSEMBLY, DISMANTLING HEAVY PREFABRICATED COMPONENTS		Demolition	✓
		Temporary works, scaffolds, gangways	✓
Temporary propping	✓	Working near boundaries	✓
Precast concrete structure		MAINTENANCE	
Steel structure or elements	✓	Hazards associated with maintenance of buildings and plant	✓
Wind Turbines			
SITE CONDITIONS		CONSTRUCTION MATERIALS	
Existing services, cables	✓	Chemicals, chemically treated products, timber	✓
Electricity, gas	✓		
Existing structures and buildings	✓	Sealing compounds, sprays	✓
Very high winds		CONFINED SPACE ENTRY	

General Control Phrases

Site Design:

The site must be designed to allow for an adequate safety zone between the works area and the general public and/or traffic.

Chemicals:

Substitute with less hazardous products. Where possible use water products instead of solvent based paints, adhesives and coatings.

Heights:

Works at height should be designed to a minimum. Design appropriate access and ensure equipment at ground level where appropriate.

Trenches:

Work in trenches should be designed to a minimum. Ensure specialist equipment is used for any trench work.

The following hazards to be designed out to a minimum:

- Manual handling
- Welding, cutting and grinding
- Working in trenches
- Excessive stockpiling
- Working at heights
- Use of chemicals and hazardous products

All temporary supports are to be adequately designed, checked and monitored.

Contractor:

Contractor to provide appropriate and safe working environment including safety equipment, signage and supervision as required.

- Contractor to ensure staff are competent, trained, and certified, relevant to the works required
- Contractor to carry out specific analysis and provide method statements for all works
- Contractor to identify all existing services or other hazards which may be encountered
- Contractor to coordinate and supervise all works properly
- Contractor to provide safe access and egress and account for all personnel at all times

APPENDIX B

SITE LOCATION MAP

