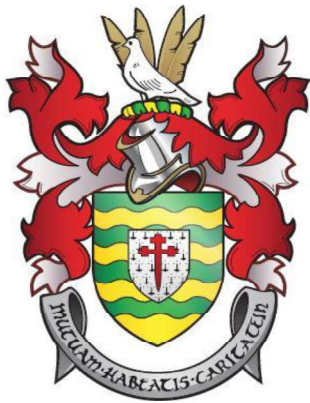




# **Comhairle Contae Dhún na nGall**

## **Donegal County Council**

### Preliminary Safety and Health Plan

Barrack Hill Daisy Building Enhancement  
Carndonagh, Co. Donegal

July 2026

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# Design Team

## Involved in the Preparation of this Document

This document has been prepared and is hereby endorsed by the following Design Team Members:

Name: Andrew Clarke

Position: Assistant Engineer

Date: July 2026

Name: Brian Keogh

Position: Executive Engineer

Date: July 2026

Name: James Kelly

Position: Senior Executive Engineer

Date: July 2026



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## **INTRODUCTION**

### ***Definitions***

**the “Act”** – “Safety, Health & Welfare at Work Act 2005”.

**“contractor”** – yet to be determined for this scheme.

**“client”** – means a person for whom a project is carried out, in the course or furtherance of a trade, business or undertaking, or who undertakes a project directly in the course or furtherance of such trade, business or undertaking”.

**“Design”** – “the preparation of drawings, particulars, specifications, calculations, and bills of quantities in so far as they contain specifications or other expressions of purpose, according to which a project, or any part of component or a project is to be executed”.

**“Designer”** – “a person engaged in work related to the design of a project”.

**“Design Process”** “the process for preparing and designing a project, including alterations to the design and the design of temporary works to facilitate the construction of the project”.

### ***Therefore, Designers are considered: -***

- Structural Engineers
- Civil Engineers
- M&E Consultants / Engineers
- Architects
- Fire Safety Consultants
- Geotechnical Engineers
- Traffic Consultants
- Landscape Architects
- Process Engineers
- Temporary Works Designers (e.g. false work designers)
- Specialist Designers (e.g. pre-cast concrete)
- Project Managers
- Resident Engineers
- Quantity Surveyors
- Technicians

**“HSA”** – “the Health & Safety Authority”.

**“project”** – “means an activity which includes or is intended to include construction work”.

**“project supervisor”**- “means an individual or a body corporate appointed under the *Regulations* and responsible for carrying out –

(a) the appropriate duties specified in the *Regulations*, and

(b) other duties that are –

(i) assigned to the person by the client at the time of appointment,  
and

(ii) necessary to allow the client to comply with section 17(1) of the Act”

**“PSDP”** – “Project Supervisor for the Design Process”.

**“PSCS”** – “Project Supervisor for the Construction Stage”.

**the “Regulations”** – “Safety, Health & Welfare at Work (Construction) Regulations 2013 (S.I. 291 of 2013)”.

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## **PREAMBLE**

1. The document contained below entitled "Preliminary Safety and Health Plan" has been prepared by the Project Supervisor for the Design Process (PSDP) in compliance with the requirements of Regulation 12(1) of the Safety, Health and Welfare at Work (Construction) Regulations, 2013 (S.I. No.291 of 2013), "the Regulations".
2. This Preliminary Safety and Health Plan has been prepared, in accordance with the Safety, Health and Welfare at Work (Construction) Regulations, 2013 (S.I. No. 291 of 2013), by the Project Supervisor Design Process (PSDP). This Preliminary Safety and Health Plan highlight's those hazards that have been identified, by the Designers, and constitute a particular risk on this project, that the Project Supervisor for the Construction Stage will have to manage during the construction phase.
3. All Designers, Contractors, and the Project Supervisor for the Construction Stage (PSCS) working on this project are required (by the Safety, Health and Welfare at Work (Construction) Regulations 2013) to comply with any written directions issued by the PSDP to enable them comply with the Safety, Health and Welfare at Work (Construction) Regulations 2013(S.I. No.291 of 2013),.
4. The PSDP is required (by the Safety, Health and Welfare at Work (Construction) Regulations 2013) to notify the Health & Safety Authority (HSA), and the Client, of any parties who fail to comply with written directions issued by the PSDP.
5. The PSDP accepts no liability, whatsoever, for omissions from the Preliminary Safety & Health Plan and / or the Safety File (as required by the Safety, Health and Welfare at Work (Construction) Regulations 2013) where such omissions arise from failure to comply with written directions issued by the PSDP.
6. The PSDP shall compile one Safety File, for hand over to the Client. The Client, the Client's contractors, and sub-contractors are responsible for ensuring information is forwarded to the PSDP for inclusion in the Safety File.
7. Whilst it is not the responsibility of the PSDP to inform the HSA of this project, we would point out that the Client has a statutory duty (as required by the Safety, Health and Welfare at Work (Construction) Regulations 2013) to notify the HSA of this project (at, or before, the commencement of the design process).
8. The Project Supervisor for the Construction Stage (PSCS) is required to develop this Preliminary Safety and Health Plan into the (Construction Phase) Safety & Health Plan prior to the commencement of construction works on site.
9. The PSDP shall not perform the duties, or part thereof, of the Project Supervisor for the Construction Stage.
10. The Site must be examined on the information supplied regarding the nature and extent of the proposed works, so as to be satisfied as to what is required to be done to fulfil the duties of the Project Supervisor (Construction Stage) and also what measures are required to be taken to meet the requirements of the Regulations in the execution of the Works.
11. It should be noted that where the Contractor or any Sub-contractors carry out any design (as defined in the Regulations) the duties set out in Reg. 15 of the Regulations apply.

## **PRELIMINARY SAFETY AND HEALTH PLAN**

This Preliminary Safety & Health Plan has been prepared in accordance with Regulation 12(1) of the Safety, Health and Welfare at Work (Construction) Regulations, 2013 (S.I. No.291 of 2013).

### **A. GENERAL DESCRIPTION OF THE PROJECT**

#### **A.1 Client:**

Donegal County Council,  
County House,  
Lifford,  
Co. Donegal.

#### **A.2 Project Supervisor (Design Process):**

Donegal County Council,  
County House,  
Lifford,  
Co. Donegal.

#### **A.3 Project Supervisor (Construction Stage):**

To be confirmed.

#### **A.4 Nature of Construction Work to be carried out:**

Donegal County Council intends to carry out enhancement work on the building known as the Daisy in Barrack Hill park, Carndonagh, Co. Donegal.

The scope of the works involves everything that is contained within Volume A – Works Requirements document and contract documents, as a guide the project comprises, but is not limited to:

- Site clearance.
- Supply and installation of 1m high walls that are faced with stone matching the existing sone in the park.
- The building of a storage area for the Barrack Hill Group to maintain the building and park areas.
- Ancillary works including any other works as described or inferred on the drawings.

The full scope of works and the obligations of the contractor are to be ascertained by reference to the Contract as a whole.

#### **A.5 Site Location:**

The site is existing Barrack Hill Town Park, Barrack Hill, Carndonagh, Co. Donegal.

#### **A.6 Drawings and Specifications:**

Works Requirements for the project are contained within Volume A of the Tender Documents.

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**A.7 Site Restrictions:**

The following major restrictions on the Site are worthy of mention:

- (a) Works are in an existing public park with limited access.
- (b) Works are in close proximity to the Sacre Heart Church and graveyard, access to be maintained at all times.
- (c) Works are in close proximity to residential buildings and entrances.
- (d) There may be overhead and underground services within the limits of the sites. It is the responsibility of the PSCS to contact all local service providers to confirm depth and location of all existing services.

**A.8 Adjoining Land Uses:**

Housing, public green space, public roads and Church and graveyard.

**A.9 Critical Dates**

***A Safety File must be submitted and approved by the PSDP at the end of the scheme.***

The works need to be carefully programmed to maintain a management system that protects the safety and health of all employees and other persons not directly involved with the project that might come into contact with the site environs throughout the contract. The PSCS is required to develop method statements for each phase of works.

**A.10 Existing Safety File(s), Safety & Health Plan(s), and other Health & Safety Information**

The Preliminary Safety and Health Plan have been prepared in accordance with the Safety, Health and Welfare at Work (Construction) Regulations 2013, (SI No. 291 of 2013) by the Project Supervisor for the Design Process, i.e. Donegal County Council. The expected duration of the works and the particular risks associated with the project as detailed in the following sections of this document necessitate the preparation of a Preliminary Safety and Health Plan. The plan is being made available to the Contractor who will undertake the duties of Project Supervisor for Construction Stage (PSCS) who is required to develop it further into the Construction Stage Safety and Health Plan and subsequently prepare and maintain the Safety File for handover to the PSDP on completion of the Project.

The PSDP has reviewed existing safety information. The PSDP has compiled this Preliminary Safety & Health Plan based on the information made available by the Client and / or Designers. All persons involved in this Project have a statutory duty to provide any information to the PSDP, necessary for them to comply with their statutory duties.

ESB, Eircom and water mains services may be located adjacent to and within the site, overhead and underground, along the existing roads, within the existing road boundaries or within the adjacent verges. The known existing services are provided in Appendix 1 of this document.

Prior to commencing ANY works on site, the PSCS shall request that all existing drawings, Operation & Maintenance Manuals, other Safety Information that is in the possession of the utility companies is forwarded to them in order to allow them to safely complete out this project. In addition, the PSCS, prior to commencing ANY works on site, should carry out whatever site investigations they deem necessary to safely execute the project. Any drawings / information received should be treated as non-exhaustive.

**A.11 Health & Safety Authority (HSA) Notification**

It is the responsibility of the PSCS to notify the HSA (via the HSA website, or by registered post) of this project, before the commencement of construction works (HSA form AF2).

Health and Safety Authority  
The Metropolitan Building  
James Joyce Street  
Dublin 1  
Tel: 1890 289 389  
Fax: (01) 614 7020  
Web: [www.hsa.ie](http://www.hsa.ie)

Prior to commencing construction works on site the PSCS MUST submit a copy of the AF2 form to the PSDP.

**B. PROJECT TIMESCALE AND ACCESS RESTRICTIONS****B.1 Project Time Scale:**

It is the intention of the design team to allow adequate time to conduct the work in a safe manner. The Project Supervisor for Design Process has also allowed adequate time for the development of the safety and health plan for the construction stage. The contract duration for the overall Project is specified in the Tender and Schedule.

It is considered by the PSDP that the specified period is a realistic timescale to complete the works safely.

If, in the opinion of the tenderer, having considered the project in relation to the Regulations, this time is not adequate, the tenderer shall inform Donegal County Council.

The full scope of works and obligations of the Contractor is to be ascertained by reference to the full set of drawings and contract documentation.

**B.2 Restrictions on Working Hours**

The normal working hours:

|           |                |
|-----------|----------------|
| Weekdays  | 08:00 to 18:00 |
| Saturdays | 09:00 to 15:00 |

Out of hours working must be agreed with the PSDP.

**B.3 Restrictions on Work Site.**

The PSCS must ensure that all construction areas are adequately secured against third party / public intrusion by means of exclusion zone's / physical barriers. In addition, the PSCS must ensure that Method Statements are prepared prior to works commencing and implemented throughout the course of the works.

1. All of the works to be undertaken adjacent to roads with a posted speed limit of 50km/h.
2. It is envisaged that Traffic Management may be required to carry out the works. The PSCS shall develop a suitable method of controlling traffic past the works site if deemed required.
3. Temporary safety barriers placed around the working area should be clearly defined by temporary road markings, signage and coning as specified in the Traffic Signs Manual. The

PSCS shall carry out a risk assessment before commencing any works on site, to determine the type of barriers (if any) and cones most suitable for the works.

4. Any temporary pedestrian tracks shall be properly segregated and protected from trafficked lanes and construction activities. Where works occupy footpaths then dedicated protected routes must be provided that do not require crossing of the carriageway in accordance with Chapter 8 of the Traffic Signs Manual. The routes must be adequately supervised and maintained to ensure that pedestrians do not encroach into the works area.
5. The Contractor shall programme the works with the aim of ensuring the safety of pedestrians / cyclists at all times and keeping the disruption to pedestrians / cyclists to an absolute practical minimum and provide a method statement to demonstrate how he intends to do that.
6. It is the responsibility to keep informed, inter alia by close liaison with the Gardai and the PSDP of other ongoing or planned construction events, which may impact upon his works. Refer to section C for other activities on site.
7. The Contractor must submit the developed Construction Stage Traffic Management Plan to the PSDP for review and approval before commencement of construction. This must be drawn up in accordance with Regulation 97 of the Regulations (as amended), the HSA publication "Guidelines for Working on Roads", Chapter 8 of the "Traffic Signs Manual" – published by the Department of Transport, and the NRA document 'Guidance for the Control of Traffic at Road Works', and any amendments thereto. The Contractor is responsible for the erection, maintenance and removal of all traffic management measures and signage.
8. Donegal County Council procedures for road opening licences must be strictly adhered to. The Contractor is entirely responsible for obtaining Road Opening Licences and Road Closures as necessary to enable him to fulfil his contractual obligations.
9. Existing traffic, together with access for local property owners, agricultural access, livestock, businesses and the emergency services, will have to be facilitated and affected side roads during the construction works.
10. The Contractor shall continually risk assess all temporary traffic management installations to determine if the measures taken have had the desired effect in reducing traffic speeds to an appropriate level during the course of the works. If traffic speeds are deemed inappropriate, the Contractor is to provide additional traffic management measures to reduce such speeds to a level appropriate to the works. The design of any such measures must be subjected to risk assessment which must be passed to the PSDP for review before being implemented.
11. Possible traffic management arrangements have been considered in brief, although responsibility for the design rests entirely with the Contractor.

## **C. OTHER WORKS ACTIVITIES**

### **C.1 Public Utility**

Utility companies such as ESB, Eir and Irish Water own plant in the vicinity of the sites and therefore may be carrying out relocation and reconnection of service lines in the areas. Therefore, operatives of these companies and any associated plant must be given unrestricted access to the site if necessary. The Contractor should liaise with these utility providers in order to become aware of any proposed or ongoing works in the area.

### **C.2 Local Authority**

Routine maintenance works to public space, grass cutting, etc.

**C.3 Other**

None expected.

**D. MANAGEMENT ARRANGEMENTS****D.1 Health and Safety Objectives**

The prime objective of this Preliminary Safety & Health Plan is to promote the identification and implementation of the measures needed to eliminate, or if this is not possible to minimise, the particular risks associated with the construction / installation works.

**D.2 Liaison Arrangements**

The Contractor / PSCS will be required to nominate a Permanent & Temporary Works Designer(s) for elements of the work for which the Contractor shall be responsible for the Temporary & Permanent Design. The nominated Permanent & Temporary Works Designer(s) shall be responsible for liaising & coordinating with the PSDP in accordance with Safety, Health and Welfare at Work (Construction) Regulations 2013.

All Designers (including the Contractor's Designers) are required to provide Design Risk Assessments to the PSDP for inclusion in the Preliminary Safety & Health Plan and / or the Safety File. The Client, the Client's Designers, and Client's representative are responsible for ensuring information is forwarded to the PSDP for inclusion in the Preliminary Safety & Health Plan and / or the Safety File.

Where the design changes the relevant Designer(s) are required to amend and update their Design Risk Assessments and forward them to the PSDP. Where additional risks are notified to the PSDP that affect construction works on the project, the PSDP shall forward these to the PSCS for inclusion in the (Construction Phase) Safety & Health Plan.

The PSDP shall ensure that all Particular Risks identified by designers, that affect persons involved in construction work, persons involved in future operation & maintenance, and persons involved in future construction works are documented and included in the Preliminary Safety & Health Plan and / or the Safety File.

**All Permanent Works Designers are required to provide a 'Permanent Works Design Certificate' to the PSDP, for their element of the works on the Project (refer to the HSA guidelines to the Construction Regulations 2006). Note – no other alternative formats are acceptable.**

**All Temporary Works Designers are required to provide a 'Temporary Works Design Certificate' to the PSDP, for their element of the works on the Project (refer to the HSA guidelines to the Construction Regulations 2006). Note – no other alternative formats are acceptable.**

**\*NOTE:** Temporary works may include such matters as trench shoring, Scaffolding, Propping, Working platforms, Gangways and Access Stairs / ladders, etc. Persons who make decisions on site in respect of these may be deemed to be designers.

Those employing, or in control of, people undertaking design work are themselves deemed to be designers.

The 'Permanent / Temporary Works Design Certificates' shall be included in the Preliminary Safety & Health Plan and / or the Safety File. The PSCS / Contractor will inform the PSDP of any unforeseen eventualities on site, which may affect the design of the project.

The PSDP shall meet with the Client, the CONTRACTOR / PSCS, and relevant Permanent / Temporary Works Designers as appropriate to discuss the implementation of Design Safety Coordination across the Project. There will be regular progress meetings with the Client/Project Manager and the PSCS. Health & Safety shall be an item on the agenda and the implementation of the Health & Safety standards for the project shall be discussed. The PSDP shall attend Design / Progress Meetings.

Refer to section D4 for contractor design items and the liaison requirements for same.

### **D.3 Monitoring and Review Arrangements**

The PSCS / Contractor is required to immediately rectify any health & safety deficiencies notified to them. The PSCS shall ensure that construction health and safety performance is monitored and recorded throughout the construction phase to ensure compliance with legal requirements and site rules.

The PSCS shall immediately inform the Client, and the PSDP, of any:

- Fatalities, or serious injuries, on the Project
- Enforcement action(s) taken by the HSA, relating to this Project
- HSA Inspections relating to this Project
- Reportable Accidents on the Project
- Dangerous Occurrences on the Project

### **D.4 Permits to Work**

Works will require a 'Permit to Work' as required by the PSCS's Safety & Health Plan and or system.

The following works will require a 'Permit to Work':

- All works outside the site boundary and / or works that affect third parties outside the site boundary.
- Works which require ESB outages
- Installation of temporary traffic management on public roads
- All Hot Works

These shall be issued & administered by the CONTRACTOR / PSCS

### **D.5 Requirements for the Construction Stage Safety and Health Plan**

The Project Supervisor for the Construction Stage is to prepare the Construction Safety and Health Plan in compliance with the HSA "Guidelines on the Procurement, Design and Management Requirements of the Safety Health and Welfare at Work (Construction) Regulations 2013". The PSCS must forward a copy of their Safety & Health Plan to the Project Manager & PSDP *prior* to commencing construction works on site.

The Preliminary Safety and Health Plan is intended to be appended to the Construction Plan and to form an integral part of it so that the information in the Preliminary Safety and Health Plan can be directly referenced and need not be duplicated in the Construction Stage Safety & Health Plan.

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**D.5 Other Activities on Site**

The following activities may be carried out on site during the course of the project:

- Live Traffic
- Safe local access to be maintained to all adjoining premises, at all times during the construction phase of the project.
- Private and public utilities companies carrying out routine maintenance and repair work to existing underground and overhead cables, watermain pipe network etc.

**D.6 Security Arrangements**

It is the responsibility of the CONTRACTOR / PSCS to ensure that there are adequate security arrangements in place to ensure there is no unauthorised access to the site, during the course of the project.

The following are the additional security arrangement required, by the Client / PSDP, to be implemented throughout the Project.

- The CONTRACTOR / PSCS must put into action a security system that prevents access by anyone other than authorised persons.
- The CONTRACTOR / PSCS shall provide a flagman to safely direct vehicles onto, and off the site.

**E. EXISTING ENVIRONMENT****E.1** Existing services on site may consist of both underground and overhead plant of ESB, watermain and Eir.**Presence of:**

Underground services: YES NO

*Details:*

Existing ESB, EIR, watermain and sewers may be located within/adjacent to the site extents.

Overhead powerlines: YESx NO

*Details:*

Existing overhead powerlines may be located within/adjacent to the site extents.

Site access: YES NO

*Details:*

Access to private driveways, properties, etc to be maintained at all times, or as by agreement.

**E.2 Detailed**

- Works are located within an urban environment in Carndonagh, Co. Donegal.
- The speed limit is 50km/h.
- Adjacent land use is residential housing, public road, public green space and graveyard and Church.

- Contractor to determine the location of ESB lines and services.
- Contractor to determine the location of Eir lines and services.
- Contractor to determine the location of watermains, sewers and services.

### **E.3 Other Conditions (Health & Safety)**

Noisy work will not commence before the following hours:

|           |       |
|-----------|-------|
| Weekdays  | 08:00 |
| Saturdays | 09:00 |

Nor after:

|           |       |
|-----------|-------|
| Weekdays  | 18:00 |
| Saturdays | 15:00 |

Or at any time Sundays or Bank Holidays.

Out of hours working must be agreed with the PSDP.

- Traffic Management – the PSCS must ensure that deliveries do not affect the safety of the Clients employees / representatives, or third parties. The PSCS shall ensure that adequate traffic management is put in place.
- Dust – the PSCS shall ensure that adequate measures are in place to prevent a nuisance being caused during the works.
- Roads & Footpaths – the PSCS shall ensure that adequate measures are in place to maintain existing roads & footpaths in a safe condition at all times and shall undertake cleaning of same as required to maintain them in a safe condition.

## **F. THE DESIGN**

The following work headings, numbers one to ten, is a non-exhaustive list of particular risks to the safety and health of persons as set out in the SI 291 of 2013 together with the opinion of the Project Supervisor (Design Process) on what elements, if any, of the works may fall within each particular risk category. A further work heading, number eleven, is a non-exhaustive list of non-scheduled risks, which in the opinion of the Project Supervisor (Design Process), should be considered by the Project Supervisor (Construction Stage). It should be noted that many of the risks on the project arise out of working methods, which are at the discretion of the Contractor and as a result cannot be determined by the Project Supervisor (Design Process).

### **F.1 *Work which put persons 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.***

Burial due to:

- (a) **Engulfment:** Working on/adjacent to open excavations.
- (b) **Falling:** Working on the building of the new proposed storage equipment and the construction of the new fence.

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**F.2     *Works which put persons 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.***

Spraying such bituminous liquids as tack coat, sealing joints with molten bitumen, raising existing inspection chambers, erecting signage etc. may involve the preparation and use of bituminous and concrete materials. The contractor is expected to follow manufacturers guidance and industry best practice when preparing these substances.

Cleaning of existing gullies and catchpits may expose operatives to chemical and biological substances that may have built up in these areas.

Inhalation of dust during excavation, drilling or cutting of materials. Works in confined areas should be minimised where any chemicals or agents are used.

**F.3     *Work with ionising radiation requiring the designation of controlled or supervised areas as defined in Article 20 of Directive 80/836/Euroatom.***

Testing the density of bituminous materials may be carried out using a Nuclear Density Meter.

**F.4     *Work near high voltage ESB lines.***

The location of any high, medium or low voltage electricity cables that are crossing within the site boundaries.

**F.5     *Work exposing persons to the risk of drowning.***

Works in any excavations, sites adjacent to the sea/river, sites on islands.

**F.6     *Work on wells, underground earthwork, or tunnels.***

No work of this nature is envisaged at design stage.

**F.7     *Work conducted by divers at work having a system of air supply.***

No work of this nature is envisaged at design stage.

**F.8     *Work conducted in a caisson with a compressed air atmosphere.***

No work of this nature is envisaged at design stage.

**F.9     *Work involving the use of explosives.***

No work of this nature is envisaged at design stage.

**F.10    *Work involving the assembly or dismantling of heavy prefabricated components.***

Care to be taken with moving of existing play equipment and assembly of new play equipment.

**F.11    *Non-scheduled risks.***

Works adjacent to live traffic on carriageways. Particular care should be exercised in the formation of temporary pedestrian passages for walkers and cyclists.

Work involving the generation of noise

Cutting, breaking and drilling concrete or bituminous bound materials by hand.

**F.12 Design assumptions and control measures**

The designer has undertaken a risk assessment (Designers Risk Assessment Record) on the design and, where possible, taken action to avoid, reduce or control each identified risk. Where residual risks remain, these have been described in the attached residual risk assessment (see Appendix 5), in order that the Project Supervisor Construction stage may address them.

**F.13 Safety File**

See Appendix 7 for the layout of the Safety File.

**G. PROPOSED SITE SAFETY RULES**

It shall be the responsibility of the Project Supervisor for the Construction Stage (PSCS)/ Contractor to ensure that all personnel receive site safety induction training prior to commencing works on this project. The CONTRACTOR / PSCS should develop their own site safety induction, incorporating the following proposed site safety rules.

**Contractors / Sub-contractors**

- MUST provide a copy of their safety statement & method statement, to the PSCS, PRIOR to commencing works on site.
- MUST ensure that their employees have SAFE PASS / Construction Skills cards as required.
- MUST nominate, in writing to the PSCS, a Safety Officer.
- Where there will be 100 or more persons on site, the PSCS must nominate a full time Safety Advisor.
- MUST supply all the Personal Protective Equipment, to your own personnel, that they require to carry out their particular work safely.
- MUST ensure that ALL your personnel are capable of reading and understanding this Site Safety Induction. Where required sub-contractors must translate this Site Safety Induction such that all their personnel can comprehend this Site Safety Induction.

**All Personnel**

- You must have a SAFE PASS / Construction Skills Card for specified operations on site.
- These must be produced to the CONTRACTOR / PSCS before commencing work on site.
- You are NOT PERMITTED to carry out any works on this Project, unless you have been specifically trained to carry out those works, i.e. you have been trained on your company Method Statement (relating to your works on site) and have signed off on same.
- YOU MUST report any situation / operation / plant / equipment you think is dangerous on this project.
- Safety footwear, safety helmets, and high visibility vests MUST be worn at all times on site.
- Hearing protection must be worn when working with or near noisy machinery.
- Eye protection must be worn when cutting, drilling, and using air tools.
- Overalls, dust / fume masks, and heavy-duty gloves must be worn when working with / or near chemicals.

- Work is NOT PERMITTED at heights (where you may fall and injure yourself) unless adequate measures are in place to prevent falls, e.g. guardrails, work platforms, MEWP's or safety harnesses are used.
- Safe access and egress MUST be maintained at all times this means ensuring that rubbish and materials are kept clear of access routes at all times.
- All accidents must be immediately reported to the CONTRACTOR / PSCS.
- Floor Openings, holes, etc. must be securely covered / hand railed when left unattended.
- All tools on site must be 110v or less unless otherwise approved by the CONTRACTOR /PSCS.
- The CONTRACTOR / PSCS may stop work on site if it is deemed that work will pose a threat to the health and / or safety of persons on site, or third parties.
- Any person who puts their own health & safety at risk, wilfully endangers others by their actions or neglect, or engages in horseplay will be subject to disciplinary action, up to and including dismissal from site.
- Any enquiry from a member of the public must be referred to the CONTRACTOR / PSCS.
- Any person found to be under the influence of alcohol / intoxicants will be dismissed from site immediately.
- All personnel have a responsibility for their own safety and the safety of others. You must ensure that you work safely at all times whilst on site.

**REMEMBER – THERE IS NO JOB SO URGENT THAT IT CANNOT BE DONE SAFELY.**

***“By undergoing this Site Safety Induction, you are stating that you have read, and understood, the above site safety rules and agree to work accordingly”***

## **H. CONTINUING LIAISON**

Where unforeseen circumstances arise, the safety and health issues arising are to be submitted to the Project Supervisor (Design Process) as soon as possible after the event.

Where unforeseen circumstances cause significant design changes the safety and health implications arising are to be submitted to the Project Supervisor (Design Process). Changes in design can only be implemented by the written approval of the Project Supervisor (Design Process) prior to commencement of any works affected by the change in design.

The following records shall be compiled by the Project Supervisor (Construction Stage) in consultation with the Health and Safety Co-ordinator and other Contractors working on site.

- Projects History
- Design Data
- As-Built Drawings
- Risk Assessments
- MSDS Register
- Emergency Procedures
- Operations and Maintenance Manuals
- Electrical Safety Certificates

- Mechanical Completion Certificates
- Lifting Equipment Test Certificates
- Welfare provisions
- Other Factors
- Testing Calendar
- Formal reporting system for unforeseen eventualities
- Formal procedure system for emergencies
- Construction sequence and methods
- Materials used and specifications
- Maintenance requirements

Health and Safety issues arising during the course of construction from design changes, control measures, unsafe practices, incidents and accidents, amendments to the Safety and Health Plan and information for the Safety and Health File will be examined at regular monthly site meetings.

Any significant alteration to the scope of the works, for whatever reason, must be vetted by the Project Supervisor (Design Process). Any hazard discovered but not removed during the construction period must be recorded and a copy of the records sent to the Project Supervisor (Design Process) as soon as possible and in any case before Practical Completion.

This information contained in this preliminary Safety & Health Plan 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 time.

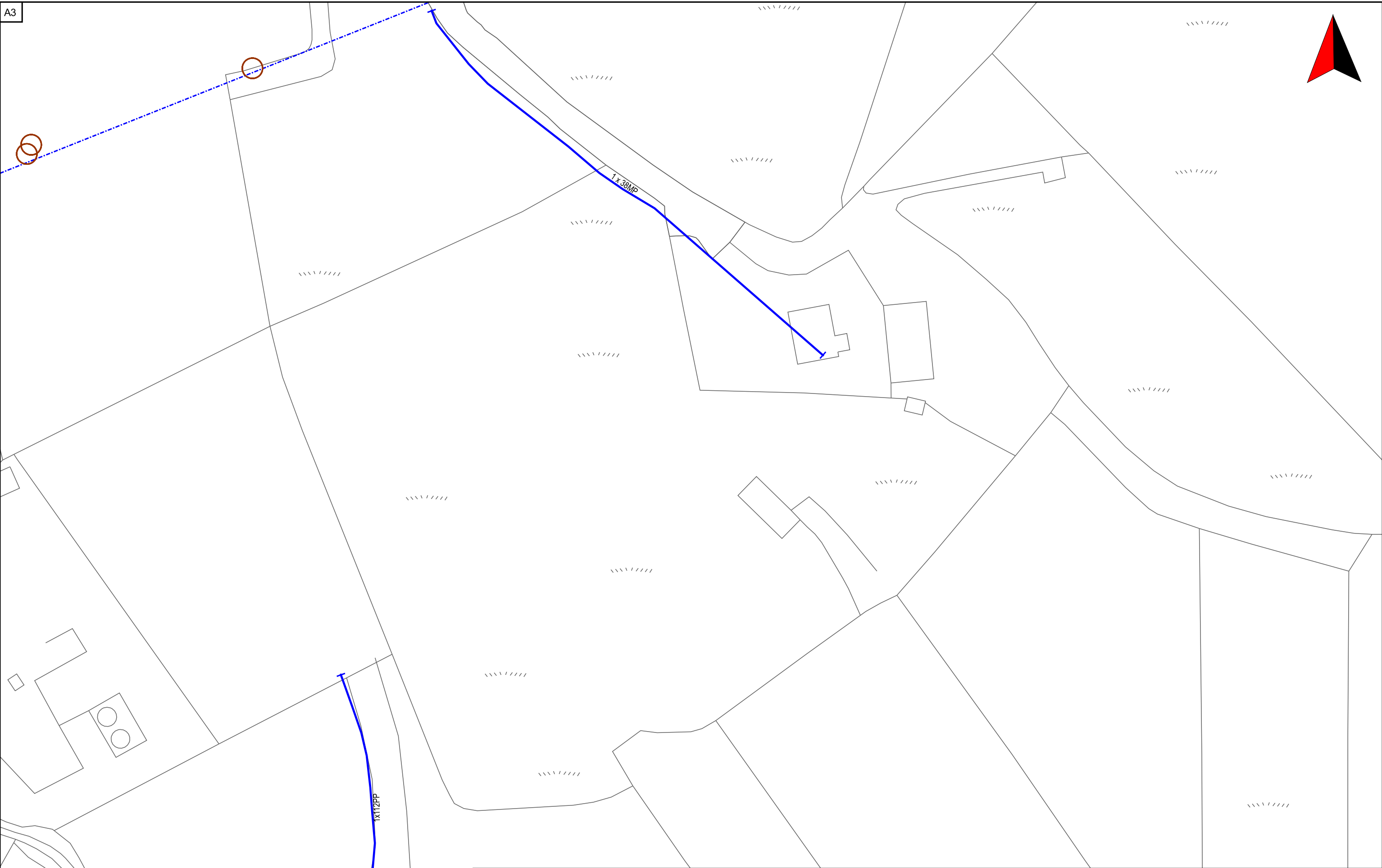
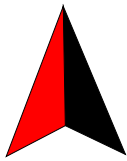
**For and on behalf of Donegal County Council**  
(Project Supervisor for Design Process)

**Date:**\_\_\_\_\_

---

# **Appendix 1**

## **Existing Services**



|                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                          |                    |                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| open eir Civil Engineering Infrastructure Service                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                          | Scale: 1:750       | Irish National Grid Co-Ordinates<br>Centre XY: 247069 m, 444799 m                                                                                                                                                  |
|                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                          | Date<br>18/07/2022 |                                                                                                                                                                                                                    |
| THE INFORMATION IN THIS DRAWING IS CONFIDENTIAL AND SHOULD NOT BE DISCLOSED TO ANY THIRD PARTY WITHOUT THE EXPRESS WRITTEN CONSENT OF open eir. THE DRAWING MAY NOT BE PHOTOCOPIED OR REPRODUCED IN ANY WAY. | THE INFORMATION GIVEN IS COMPILED FROM PASSIVE ACCESS RECORDS AND IS BELIEVED TO BE CORRECT. THERE MAY, HOWEVER, BE DEPARTURES FROM THE COURSE[S] AND DEPTH[S] SHOWN OR INDICATED. THERE MAY ALSO BE ITEMS OF open eir INFRASTRUCTURE OF WHICH NO RECORDS IS HELD. THE INFORMATION IS GIVEN WITHOUT PREJUDICE TO THE LEGAL RIGHTS OF open eir TO COMPENSATION SHOULD open eir INFRASTRUCTURE BE DAMAGED. |                    | <div><br/>Ordnance Survey Ireland Licence No EN 0007904<br/>Copyright Ordnance Survey Ireland and Government of Ireland</div> |



ESB Networks

X,Y: 246214 , 445405

TITLE:

20220517-032\_A0

COLOUR CODE:

- BLACK - 38KV & HIGHER VOLTAGE OVERHEAD LINES
- GREEN - MV(10KV/20KV) OVERHEAD LINES
- BLUE - LV (400V/230V) OVERHEAD LINES
- CYAN - 38KV & HIGHER VOLTAGE UNDERGROUND CABLE ROUTES
- RED - MV/LV (10KV/20KV/400V/230V) UNDERGROUND CABLE ROUTES

DATE: 17-May-2022

\*\* SCALE: 1:1500

\*\* SCALE WHEN PRINTED ON AN A0 PAGE  
XY COORDINATES DISPLAYED IN IRISH GRID COORDINATE  
SYSTEM

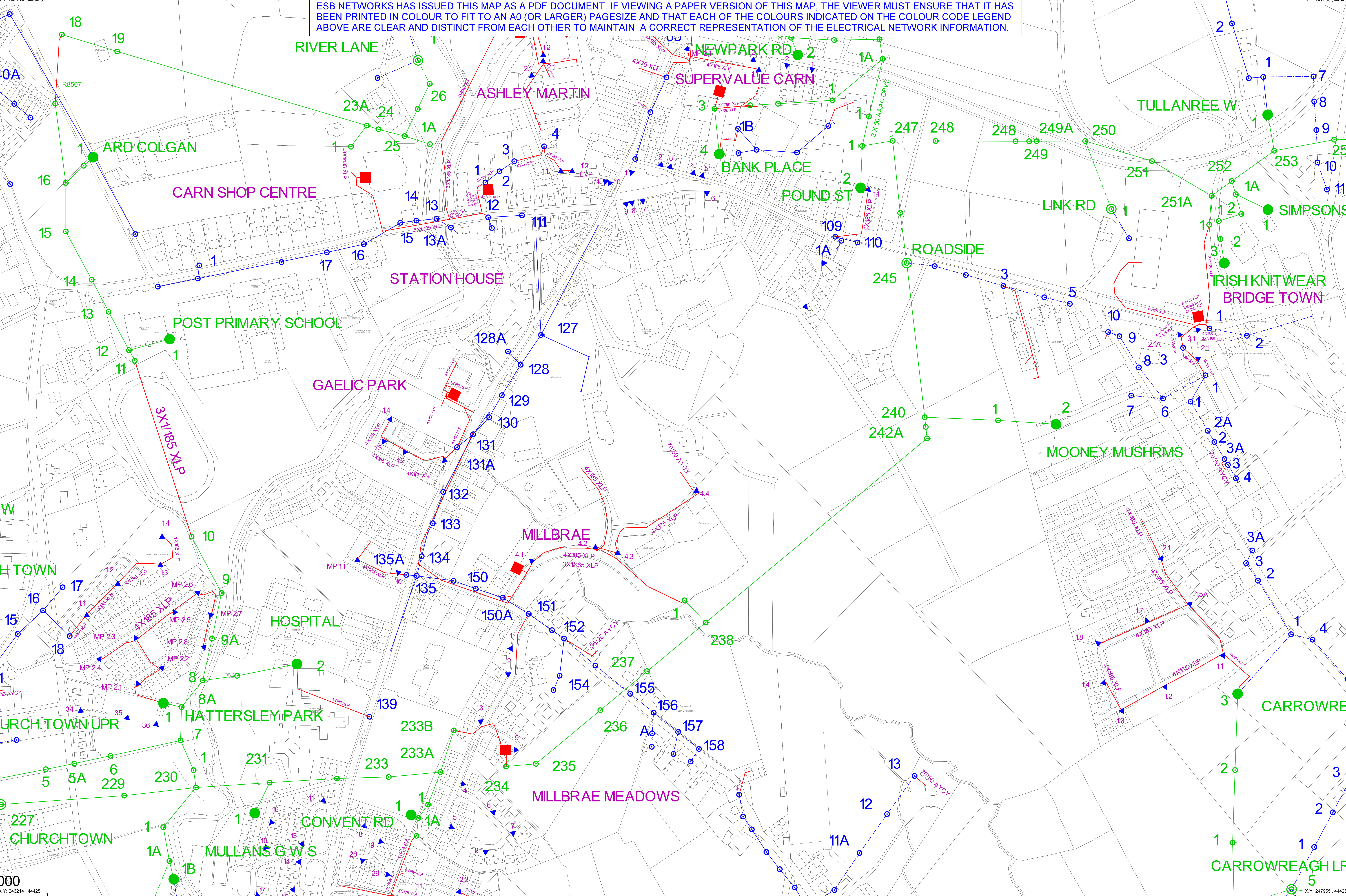
Maps reproduced by permission:  
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WARNING

THIS MAP INDICATES THE APPROXIMATE LOCATION OF ESB TRANSMISSION (400KV, 220KV, 110KV, 38KV) AND DISTRIBUTION (20KV, 10KV, 230V/400V) UNDERGROUND CABLES AND OVERHEAD LINES IN THE GENERAL AREA OF THE PROPOSED WORKS. ESB NETWORKS TAKES NO RESPONSIBILITY FOR THE ACCURACY OR COMPLETENESS OF THE MAP. IT IS THE USER'S RESPONSIBILITY TO INDEPENDENTLY VERIFY THE INFORMATION AND THE LOCATION OF UNDERGROUND CABLES AND OVERHEAD LINES. LOW VOLTAGE (230V/400V) SERVICE CABLES (E.G. HOUSE SERVICES, FACTORY/SHOP SERVICES, PUBLIC LIGHTING LAMP SERVICES, ETC.) ARE NOT INCLUDED BUT THEIR PRESENCE SHOULD BE ANTICIPATED. THE DEPTHS OF UNDERGROUND CABLES MUST NEVER BE ASSUMED. ADDITIONAL MORE DETAILED INFORMATION IS AVAILABLE FOR HIGH VOLTAGE TRANSMISSION UNDERGROUND CABLES (38KV, 110KV, 220KV, 400KV) FROM THE LOCAL ESB NETWORKS TRANSMISSION REPRESENTATIVE. SEE ATTACHED LIST FOR CONTACT DETAILS OR CALL 1800 372 757. NO WORK SHOULD BE CARRIED OUT IN THE VICINITY OF 38KV OR HIGHER VOLTAGE UNDERGROUND CABLES WITHOUT PRIOR CONSULTATION WITH ESB NETWORKS. BEFORE ANY MECHANICAL EXCAVATION IS UNDERTAKEN, THE ACTUAL LOCATION OF ALL UNDERGROUND ELECTRICITY CABLES MUST BE ESTABLISHED AND VERIFIED ON THE SITE USING:  
(A) UP-TO-DATE MAP RECORDS;  
(B) CABLE LOCATOR EQUIPMENT OPERATED IN BOTH POWER AND RADIO MODES;  
(C) CAREFUL HAND DIGGING OF TRIAL HOLES USING 'SAFE DIGGING PRACTICE'. REFER ALSO TO 'HSA CODE OF PRACTICE FOR AVOIDING DANGER FROM UNDERGROUND SERVICES'. ESB TAKES NO RESPONSIBILITY FOR AND SHALL BEAR NO LIABILITY, HOWSOEVER ARISING, IN RELATION TO ANY DAMAGE, INJURY/DEATH OR LOSS OF SUPPLY AS A RESULT OF DAMAGE OR INTERFERENCE WITH ITS NETWORKS.

X,Y: 247955 , 445405

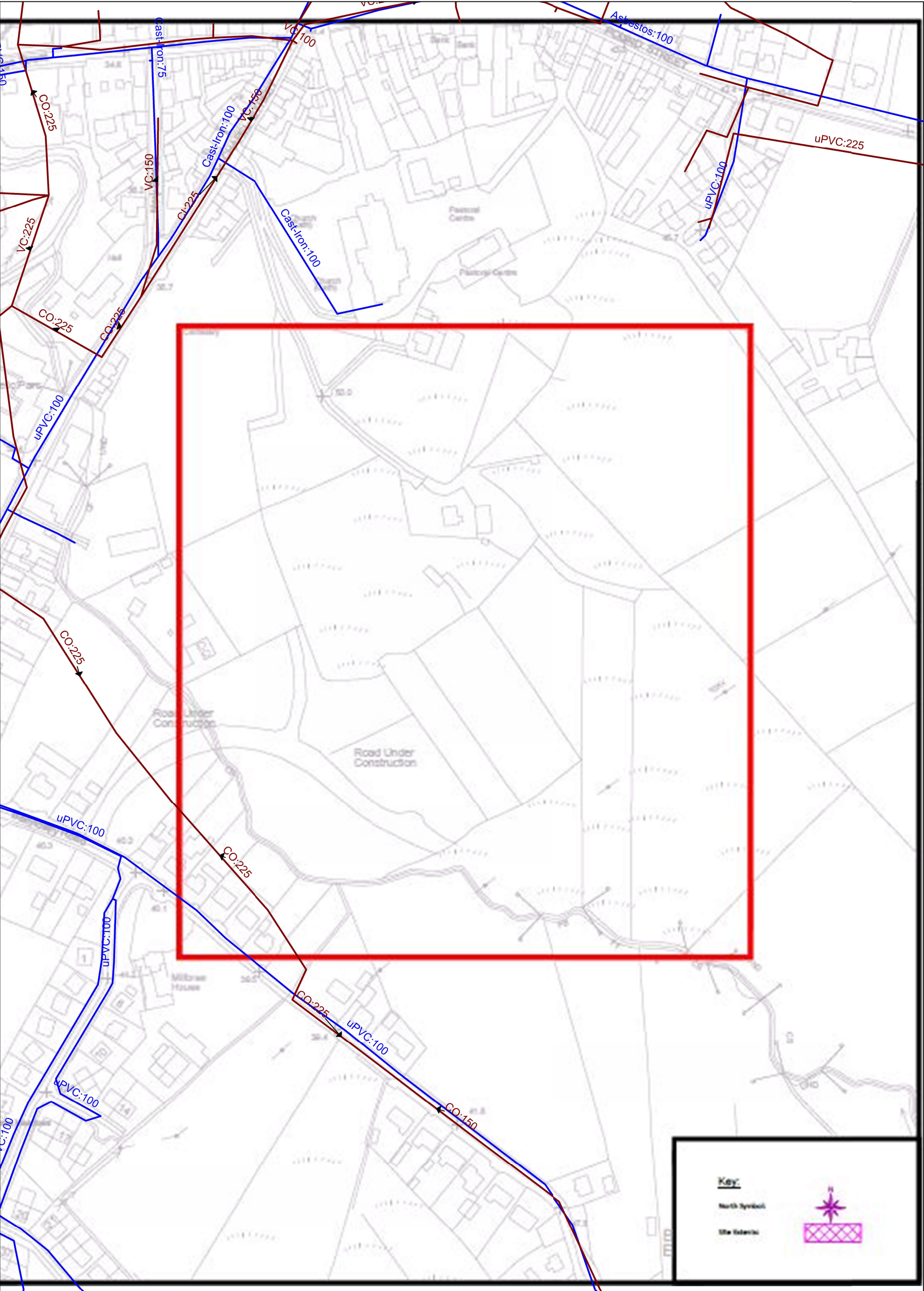
ESB NETWORKS HAS ISSUED THIS MAP AS A PDF DOCUMENT. IF VIEWING A PAPER VERSION OF THIS MAP, THE VIEWER MUST ENSURE THAT IT HAS BEEN PRINTED IN COLOUR TO FIT TO AN A0 (OR LARGER) PAGESIZE AND THAT EACH OF THE COLOURS INDICATED ON THE COLOUR CODE LEGEND ABOVE ARE CLEAR AND DISTINCT FROM EACH OTHER TO MAINTAIN A CORRECT REPRESENTATION OF THE ELECTRICAL NETWORK INFORMATION.



6000

X,Y: 246214 , 444251

X,Y: 247955 , 444251



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## **Appendix 2**

### **Preliminary Traffic Management**

**Traffic Management**

The contractor will have overall responsibility for the Traffic Management. All staff designing or implementing or dealing with traffic management will have a Signing lighting and Guarding at Roadworks Registered Card. Temporary Traffic Management must be designed by a competent person who has completed the Planning and Design of Temporary Traffic Management Course.

Temporary Traffic Management must be designed in accordance with the following:

- Chapter 8 of the current Traffic Signs Manual.
- Guidance for the Control and Management of Traffic at Road Works, Current Edition. (sample extract included in this Appendix 2).

The PSCS must complete the attached Temporary Works Design Certificate included in this Appendix 2 and return to the PSDP



## Temporary Works Design Certificate

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

|                                                                              |  |                                                                                                                                                                                   |  |
|------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Project:                                                                     |  | Certificate Reference Number:                                                                                                                                                     |  |
| Element of Temporary Works to which this certificate applies:                |  |                                                                                                                                                                                   |  |
| Detail design codes adopted or complied 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, bracing, loading:   |  | Fully detailed on drawings: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Additional Information attached: <input type="checkbox"/> Yes <input type="checkbox"/> 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 Act, 2005 and under the Safety, Health and Welfare at Work (Construction) Regulations, 2006, 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 Temporary Works Designer: \_\_\_\_\_ 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 Permanent Works Designer: \_\_\_\_\_ 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, 2006.

**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: \_\_\_\_\_

## **Appendix 3**

### **Method Statement for Construction Works**

# **Method Statement**

## **TYPICAL HEADINGS**

Introduction

Site Demarcation

Existing Services

Traffic Management

Storage of Materials

Proposed Drainage

Finished Footpath Surface

Machinery

Excavated Materials

**Appendix 4**  
**AF2 Form**  
**&**  
**Appointment of PSCS & PSDP**



## Safety, Health and Welfare at Work (Construction) Regulations 2013

# Approved Form (AF 2)

Regulation 22

### Particulars to be notified by Project Supervisor for the Construction Stage to the Health and Safety Authority before the construction work begins

**NOTE:**

This form is to be used to notify the Health & Safety Authority of any project covered by the Safety, Health and Welfare at Work (Construction) Regulations 2013, which will last longer than 30 days or 500 person days. It can also be used to provide changes to initial notification of projects.

Any day on which construction work is carried out (including holidays and weekends) should be counted, even if the work on that day is of short duration. A person day is one individual, including supervisors and specialists, carrying out construction work for one normal working shift.

This Notification is to be made by Registered Post to HSA, Metropolitan Building, James Joyce Street, Dublin 1; or as may be directed by the Authority.

The project supervisor for the construction stage shall clearly display on the construction site a copy of this form.

- 1 Client(s):** Provide name, full address, telephone number and e-mail address for the Client. If more than one Client, please attach details of all Clients on a separate sheet.

|           |  |       |  |
|-----------|--|-------|--|
| Name      |  |       |  |
| Address   |  |       |  |
| Telephone |  | Email |  |

- 2 Project Supervisor Design Process and Health & Safety Coordinator:** Provide name, full address, telephone number and e-mail address for the PSDP and Health & Safety Coordinator for the PSDP, if appointed.

|           |  |           |  |
|-----------|--|-----------|--|
| PSDP name |  | H&SC name |  |
| Address   |  | Address   |  |
| Telephone |  | Telephone |  |
| Email     |  | Email     |  |

- 3 Project Supervisor Construction Stage and Health & Safety Coordinator:** Provide name, full address, telephone number and e-mail address for the PSCS and Health & Safety Coordinator for the PSCS, if appointed.

|           |  |           |  |
|-----------|--|-----------|--|
| PSCS name |  | H&SC name |  |
| Address   |  | Address   |  |
| Telephone |  | Telephone |  |
| Email     |  | Email     |  |

- 4 Information on Construction Work:** Please provide your details / estimates for the following.

|                        |  |
|------------------------|--|
| Description of project |  |
| Exact address of site  |  |

The planned date for the commencement of the construction work

How long the construction work is expected to take (in weeks)

Estimated maximum number of workers on site at any one time

Planned number of contractors and self-employed persons expected to work on site

- 5 Details of Contractors Chosen:** Provide name, full address & telephone number of those selected to work on this project (if required continue on a separate sheet).

| Name | Address | Telephone and email |
|------|---------|---------------------|
|      |         |                     |
|      |         |                     |

Signed \_\_\_\_\_ by or on behalf of the PSCS

Position \_\_\_\_\_ Date \_\_\_\_\_

## **Appendix 5**

### **Designers Risk Assessment**

## Appendix 5 - DESIGNERS RESIDUAL RISK ASSESSMENT

|                                 |                                         |
|---------------------------------|-----------------------------------------|
| <b>Date of Risk Assessment:</b> | <b>July 2026</b>                        |
| <b>Project Name:</b>            | Barrack Hill Daisy Building Enhancement |
| <b>Project No:</b>              | 2026004                                 |
| <b>Design Stage:</b>            | Detailed                                |

**WORK ACTIVITY / ACTIVITIES:** Enhancement of the Daisy Building at Barrack Hill, Carndonagh, Co. Donegal

| HAZARD IDENTIFICATION                                                                           |                                                                                                                         | CONTROL MEASURE                                                                                                                                                                                  | RISK ASSESSMENT                                                            |                                                                              |                                                                                                         |
|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| HAZARD                                                                                          | PEOPLE AT RISK                                                                                                          | RISK MANAGEMENT MEASURE                                                                                                                                                                          | CRITICAL ASSUMPTIONS                                                       | PROBABILITY OF AN ACCIDENTS                                                  | PROBABLE SEVERITY IN THE EVENT OF AN ACCIDENT                                                           |
| List significant project specific hazards                                                       | List groups of people at significant risk (i.e.) construction operatives, members of the public, maintenance staff, etc | List any measures to be taken by the design team to remove / mitigate risk                                                                                                                       | List any assumptions which have critical implications for safety or health | <b>1 = In-Probable</b><br><br><b>2 = Possible</b><br><br><b>3 = Probable</b> | <b>1 = Negligible</b><br><b>2 = Minor</b><br><b>3 = Serious</b><br><b>4 = Major</b><br><b>5 = Fatal</b> |
| <b>Working in close proximity to public walkways, playground, and local graveyard entrance.</b> | All personnel on site and public                                                                                        | Developed traffic management plan to be provided prior to commencement of works. Traffic management plan to show minimum risk to public and workers through programming and scheduling of works. |                                                                            | <b>2</b>                                                                     | <b>2-3</b>                                                                                              |

| HAZARD                                                                                                             | PEOPLE AT RISK                                                                                                          | RISK MANAGEMENT MEASURE                                                                                                                                                                                                                                                                           | CRITICAL ASSUMPTIONS                                                                                                                                                                                         | PROBABILITY OF AN ACCIDENTS                                                  | PROBABLE SEVERITY IN THE EVENT OF AN ACCIDENT                                                           |
|--------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| List significant project specific hazards                                                                          | List groups of people at significant risk (i.e.) construction operatives, members of the public, maintenance staff, etc | List any measures to be taken by the design team to remove / mitigate risk                                                                                                                                                                                                                        | List any assumptions which have critical implications for safety or health                                                                                                                                   | <b>1 = In-Probable</b><br><br><b>2 = Possible</b><br><br><b>3 = Probable</b> | <b>1 = Negligible</b><br><b>2 = Minor</b><br><b>3 = Serious</b><br><b>4 = Major</b><br><b>5 = Fatal</b> |
| <b>Working close to Barrack Hill Playground &amp; Pump Track where children and elderly people will be present</b> | All personnel on site, general public                                                                                   | Contractor must ensure safe access to local traffic all times.<br><br>Inform local residents about the details of the works. (i.e.) its duration / diversions / road & path closures<br><br>Where deemed necessary use moveable fenced barriers<br><br>All site staff to wear high Visibility PPE | Movement of local residents' vehicles in and out of their properties.<br><br>Movement of traffic in and out of the area<br><br>Machinery unloading and loading in very close proximity to domestic entrances | <b>2</b>                                                                     | <b>2 - 3</b>                                                                                            |
| <b>Driving on temporary surface</b>                                                                                | General road user, All personnel on site                                                                                | Implement mandatory path closures while work is ongoing<br><br>Slippery Surface signage                                                                                                                                                                                                           | Secure the site after work hours.<br><br>Wet Conditions decreasing grip levels                                                                                                                               | <b>2</b>                                                                     | <b>3 - 5</b>                                                                                            |

| HAZARD                                                                                                           | PEOPLE AT RISK                                                                                                          | RISK MANAGEMENT MEASURE                                                                                                                                                                                                                                  | CRITICAL ASSUMPTIONS                                                                                                                          | PROBABILITY OF AN ACCIDENTS                                          | PROBABLE SEVERITY IN THE EVENT OF AN ACCIDENT                                                           |
|------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| List significant project specific hazards                                                                        | List groups of people at significant risk (i.e.) construction operatives, members of the public, maintenance staff, etc | List any measures to be taken by the design team to remove / mitigate risk                                                                                                                                                                               | List any assumptions which have critical implications for safety or health                                                                    | <b>1 = In-Probable</b><br><b>2 = Possible</b><br><b>3 = Probable</b> | <b>1 = Negligible</b><br><b>2 = Minor</b><br><b>3 = Serious</b><br><b>4 = Major</b><br><b>5 = Fatal</b> |
| <b>Working in close proximity to mobile plant &amp; machinery (inc.) Importation &amp; Delivery of Materials</b> | All personnel on site, General Road User                                                                                | <p>Reduce speed down further along actual site works inclusive of work vehicles</p> <p>Banks men to assist co-ordination</p> <p>Minimise the duration of earthworks required therefore reducing the amount of mobile plant on site.</p>                  | <p>Lack of widths for safe zones mean traffic and machinery in very close proximity to each other</p> <p>Swinging Jib arms on excavators.</p> | <b>2</b>                                                             | <b>3</b>                                                                                                |
| <b>Manual Handling</b>                                                                                           | All personnel on site                                                                                                   | <p>Minimise as far as is reasonably practicable activities which will require the aforementioned operations</p> <p>Operating staff to wear appropriate safety gear e.g. Gloves, Steel toe capped boots</p> <p>Staff to have manual handling training</p> | The necessary manual handling of heavy objects                                                                                                | <b>2</b>                                                             | <b>1 - 3</b>                                                                                            |

| HAZARD<br><br>List significant project specific hazards             | PEOPLE AT RISK<br><br>List groups of people at significant risk (i.e.) construction operatives, members of the public, maintenance staff, etc                | RISK MANAGEMENT MEASURE<br><br>List any measures to be taken by the design team to remove / mitigate risk                                                                              | CRITICAL ASSUMPTIONS<br><br>List any assumptions which have critical implications for safety or health                                                                                                       | PROBABILITY OF AN ACCIDENTS<br><br><b>1 = In-Probable</b><br><b>2 = Possible</b><br><b>3 = Probable</b> | PROBABLE SEVERITY IN THE EVENT OF AN ACCIDENT<br><br><b>1 = Negligible</b><br><b>2 = Minor</b><br><b>3 = Serious</b><br><b>4 = Major</b><br><b>5 = Fatal</b> |
|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Burns / Accidents involving hot bitumen materials</b>            | All personnel working with or in close proximity to:<br><br>Bituminous Bound Materials<br>Molten Bitumen<br>Cement<br>Naked Flame<br>Fuel                    | Minimise as far as is reasonably practicable activities which will require the aforementioned operations<br><br>Operating staff to wear appropriate safety gear e.g. Gloves            | All pavement joints will be sealed with Molten Bitumen.<br><br>Cement/Sand mortar will be used when laying kerbs & raising existing services<br><br>Naked flame will be present on site when melting bitumen | <b>1</b>                                                                                                | <b>1 - 3</b>                                                                                                                                                 |
| <b>Inhalation of Hazardous:<br/><br/>Dust<br/>Fumes<br/>Vapours</b> | All personnel working with or in close proximity to:<br><br>Bituminous Bound Materials<br>Molten Bitumen<br>Cement<br>Concrete Sawing<br>Road Sawing<br>Fuel | Minimise as far as is reasonably practicable activities which will require the aforementioned operations<br><br>Operating staff to wear appropriate safety gear e.g. Dust & Fume Masks | Sawing of bound materials such as concrete and bitmac will be required frequently.<br><br>All pavement joints will be sealed with Molten Bitumen.                                                            | <b>2</b>                                                                                                | <b>2-3</b>                                                                                                                                                   |

| HAZARD<br><br>List significant project specific hazards | PEOPLE AT RISK<br><br>List groups of people at significant risk (i.e.) construction operatives, members of the public, maintenance staff, etc | RISK MANAGEMENT MEASURE<br><br>List any measures to be taken by the design team to remove / mitigate risk                                                   | CRITICAL ASSUMPTIONS<br><br>List any assumptions which have critical implications for safety or health                                                                      | PROBABILITY OF AN ACCIDENTS<br><br><b>1 = In-Probable</b><br><br><b>2 = Possible</b><br><br><b>3 = Probable</b> | PROBABLE SEVERITY IN THE EVENT OF AN ACCIDENT<br><br><b>1 = Negligible</b><br><b>2 = Minor</b><br><b>3 = Serious</b><br><b>4 = Major</b><br><b>5 = Fatal</b> |
|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Falls form Height</b>                                | All personnel on site:                                                                                                                        | Locations of risk that do not have an existing fence to be highlighted. Implement safety controls such as movable barrier/guards.                           | Working in close proximity to steep embankments when erecting safety fence                                                                                                  | <b>2</b>                                                                                                        | <b>2- 3</b>                                                                                                                                                  |
| <b>Falling Objects</b>                                  | All personnel on site                                                                                                                         | Operating staff to wear appropriate safety gear e.g. Hard Hats, Steel Toe capped Boots                                                                      | Tipping Trucks will raise objects above head height<br><br>Some plant and machinery will exceed head height<br><br>It may be necessary to work at the bottom of embankments | <b>2</b>                                                                                                        | <b>2</b>                                                                                                                                                     |
| <b>Working with or close to Asbestos Watermain</b>      | All personnel on site                                                                                                                         | Method Statement to be developed for working with Asbestos& communicated to employees. SOP to be followed at all times. Competent Contractor to be utilised |                                                                                                                                                                             | <b>2</b>                                                                                                        | <b>2- 3</b>                                                                                                                                                  |
| <b>Burial due to collapse of Excavation</b>             | All personnel on site                                                                                                                         | Method Statement to be developed for working in trenches and on sand dunes and communicated to employees. Contractor to use trench support where necessary. | Working in excavation<br><br>Working on sand dunes with may become unstable                                                                                                 | <b>2</b>                                                                                                        | <b>3-5</b>                                                                                                                                                   |

| <b>HAZARD</b>                               | <b>PEOPLE AT RISK</b>                                                                                                                                                       | <b>RISK MANAGEMENT MEASURE</b>                                                                                                                                                                                          | <b>CRITICAL ASSUMPTIONS</b>                                                                      | <b>PROBABILITY OF AN ACCIDENTS</b>                                           | <b>PROBABLE SEVERITY IN THE EVENT OF AN ACCIDENT</b>                                                    |
|---------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| List significant project specific hazards   | List groups of people at significant risk (i.e.) construction operatives, members of the public, maintenance staff, etc                                                     | List any measures to be taken by the design team to remove / mitigate risk                                                                                                                                              | List any assumptions which have critical implications for safety or health                       | <b>1 = In-Probable</b><br><br><b>2 = Possible</b><br><br><b>3 = Probable</b> | <b>1 = Negligible</b><br><b>2 = Minor</b><br><b>3 = Serious</b><br><b>4 = Major</b><br><b>5 = Fatal</b> |
| <b>Noise &amp; Dust</b>                     | All member of public and personnel working with or in close proximity to:<br><br>Drilling Operations<br>Cutting Operations<br>Compaction Operations<br>Surfacing Operations | Minimise as far as is reasonably practicable activities which will require the aforementioned operations<br><br>Advise public were necessary and operating staff to wear appropriate safety gear e.g. Dust & Fume Masks | Plant & Machinery omitting high levels of noise will be used during construction                 | <b>2</b>                                                                     | <b>2</b>                                                                                                |
| <b>Eye Damage</b>                           | All members of public and personnel working with or in close proximity to:<br><br>Cement Dust<br>Sawing Operations<br>Drilling Operations<br>Breaking Operations            | Minimise as far as is reasonably practicable activities which will require the aforementioned operations<br><br>Operating staff to wear appropriate safety gear.                                                        | Sawing of bound materials such as concrete, bitmap & possibly steel will be required frequently. | <b>2</b>                                                                     | <b>2-3</b>                                                                                              |
| <b>Setting out traffic control measures</b> | All personnel on site, general public                                                                                                                                       | When setting up site, advance warning signs to be set up first followed by cones in between. High visibility PPE to be worn                                                                                             | Vehicle/worker and vehicle/vehicle collision hazards                                             | <b>2</b>                                                                     | <b>2-3</b>                                                                                              |

| HAZARD                                                                     | PEOPLE AT RISK                                                                                                          | RISK MANAGEMENT MEASURE                                                                                                                                  | CRITICAL ASSUMPTIONS                                                                        | PROBABILITY OF AN ACCIDENTS                                                  | PROBABLE SEVERITY IN THE EVENT OF AN ACCIDENT                                                           |
|----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| List significant project specific hazards                                  | List groups of people at significant risk (i.e.) construction operatives, members of the public, maintenance staff, etc | List any measures to be taken by the design team to remove / mitigate risk                                                                               | List any assumptions which have critical implications for safety or health                  | <b>1 = In-Probable</b><br><br><b>2 = Possible</b><br><br><b>3 = Probable</b> | <b>1 = Negligible</b><br><b>2 = Minor</b><br><b>3 = Serious</b><br><b>4 = Major</b><br><b>5 = Fatal</b> |
| <b>Overhead lines</b>                                                      | All personnel on site                                                                                                   | Contractor to liaise with service provider and to provide adequate warning signs and bunting.<br><br>Banksman to accompany high plant and tipping trucks | Tipping trucks will occasionally reach heights which may result in damage to overhead lines | <b>2</b>                                                                     | <b>3-5</b>                                                                                              |
| <b>Buried services</b>                                                     | All personnel on site                                                                                                   | Contractor to liaise with service provider and to provide adequate warning signs                                                                         | Excavation works                                                                            | <b>2</b>                                                                     | <b>3-5</b>                                                                                              |
| <b>COVID-19</b>                                                            | All personnel on site                                                                                                   | Contractor to ensure all relevant guidelines and advise from the HSE is followed                                                                         |                                                                                             | <b>2</b>                                                                     | <b>3-5</b>                                                                                              |
| <b>Working adjacent to an existing playground</b>                          | All personnel on site, general public                                                                                   | Contractor to secure existing play area and works area at all times to prevent unauthorised access                                                       | Children trying to access the existing play area                                            | <b>2</b>                                                                     | <b>3-5</b>                                                                                              |
| <b>Accidents due to lack of Road Markings on Intermediate Road Surface</b> | General Road User                                                                                                       | Highlight road edge and centre were required with temporary signage, cones, and ramps                                                                    | Level differences between old roadbed and new surface, soft verges etc.                     | <b>2</b>                                                                     | <b>3 - 5</b>                                                                                            |

## **Appendix 6**

### **Safe Procedure for Working with Asbestos**

## **1. Purpose**

To outline the procedure for working with Asbestos containing material.

## **2. Scope**

This safe work practice sheet is applicable to all DCC staff involved in construction, refurbishment, demolition, and maintenance operations.

## **3. Definitions**

Asbestos is the generic name for a group of fibrous silica minerals with excellent fire and chemical resistance, high melting temperature and tensile strength whilst being a poor conductor. These properties have led the material to be used widely throughout the world for all types of uses. Asbestos is used commonly in three of its varieties, Crocidolite (Blue), Amosite (Brown) and Chrysotile (White). (Grey). The most common form used in construction material.

## **4. Hazards**

The three main asbestos related diseases currently known are Asbestosis - a fibrosis of the lung, Lung Cancer itself and Mesothelioma - a cancer of the lung lining or bowels. Effects are not immediate, and the latent period can be anything between 15 to 60 years. No safe level of exposure is known. However, it is important to remember that asbestos products only present a danger when the fibres are released, sealed products present little risk.

Where you are likely to find Asbestos?

- Insulation and sprayed coatings used for:
- Boilers, plant and pipe work hidden in under floor ducting.
- Fire protection to steel work, hidden behind false ceilings.
- Thermal and acoustic insulation of buildings.
- Some textured coatings and paints.
- Insulating board used in the following places:
- Fire protection to doors, protected exits and steelwork.
- Cladding on walls and ceilings.
- Internal walls, partitions and suspended ceiling tiles.
- Asbestos cement, which is found as;
- Corrugated roofing and cladding sheets of buildings.
- Flat sheets for partitions, cladding and door facings.
- Rainwater gutters and down pipes.

These lists are not exhaustive.

## **5. Responsibilities**

### **5.1. Managers/Supervisors responsibilities**

- Document and record all risk assessments.
- Implement controls based on risk assessments to ensure that employee exposure is adequately controlled.
- Review risk assessments when no longer valid.

- Ensure that all employees are provided with adequate information, instruction and training pertaining to chemical agents such as asbestos.
- Ensure compliance with the requirements detailed in risk assessment, method statements, monitoring & disposal procedures.
- Report all accidental exposures.

#### 5.2. Employees responsibilities

- Be aware of the hazards associated with chemical agents to which they may be exposed.
- Co-operate with the employer in terms of following procedures and adhering to systems of work.
- Use personal protective equipment were provided and required.
- Report any suspect material to immediate supervisor.

### 6. Personal Protective Equipment

Where exposure cannot be controlled by other methods the use of personal protective equipment may be necessary. The selection of suitable personal protective equipment should be made on the basis of a risk assessment and personal protective equipment used must be suitable to control the exposure experienced and must fit the user and be comfortable to wear.

Such personal protective equipment will include respiratory protective equipment (RPE), eye protection, protective disposable overalls/suits, etc. The use of PPE to control asbestos exposure will only be undertaken by trained personnel.

### 7. Procedure

Reference should also be made to SWPS on Chemical agents.

#### 7.1. General

- The use of materials containing asbestos is prohibited but where they are already present, they will be identified, their condition monitored and ultimately replaced when necessary.
- Working with asbestos requires, such control measures so as to ensure that personnel are not exposed to harmful levels of asbestos dust at any time.
- All such work should be completed by external/specialist contractors and coordinated by a nominated project supervisor.
- The following requirements are mandatory:
  - Written Risk Assessment.
  - Written Method Statement.
  - Monitoring procedure.
  - Disposal procedure.

#### 7.2. Monitoring Procedure

- Monitoring is essential in order to check how well the control measures are working.
- Effectiveness in preventing leakage of asbestos dust from the enclosure and of the negative pressure equipment should be checked by air monitoring outside the enclosure.
- When the work is complete and the work areas is thoroughly cleaned, air monitoring inside the enclosure must check that the levels of airborne asbestos dust has been reduced to an acceptable level (0.01 fibres/cc).

### 7.3. Disposal of Asbestos Waste

- Asbestos waste must be disposed of at a licensed disposal site and in accordance with the specific requirements laid down by the licensing authority.
- The details required for the disposal of asbestos will include information on the premises from which the material is removed, the address of the licensed disposal site, the nature and composition of the waste, the quantity to be disposed of and the size, number and type of container used.

## 8. Compliance / Risk Assessment(s)

The Safety, Health and Welfare at Work (Chemical Agents) Regulations 2001 lay down specific requirements for conducting a chemical agent's risk assessment (CARA). These require the employer to take into account the following factors when conducting a CARA.

- The agents' hazardous properties.
- Any information supplied by the supplier.
- The type of level and duration of exposure.
- The work circumstances.
- The amount stored and used in the workplace.
- Relevant Occupational/ Biological Exposure Limits.
- The effectiveness of control measures.
- Results of health surveillance.
- Maintenance activities and accidental releases where foreseeable significant exposures may occur.

Safe work practices developed by departments/divisions/sections to be included in Ancillary Safety Statements.

## **Appendix 7**

### **Safety File contents**

## SAFETY FILE FORMAT

### **Table of Contents**

#### 1) Project Details

- a. Project description
- b. Client details
- c. Project Supervisor Design Phase (PSDP) details
- d. Project Supervisor Construction Stage (PSCS) details
- e. Safety record of contractor
- f. Completion/maintenance certificates
- g. Preliminary Health & Safety plan
- h. Risk Assessment

#### 2) Design Information

- a. Site investigation reports
- b. Design reports
- c. STA 6 form
- d. Capacities of design components

#### 3) Construction Records

- a. As constructed drawings
- b. Design variations introduced during construction stage
- c. Any relevant photographs

#### 4) Operational and Maintenance Requirements

- a. Programs for specifying Specifications/Maintenance requirements for the principal components in the contract
- b. Maintenance/Operational manuals
- c. Wiring diagrams
- d. Risk assessment/Method statement
- e. Hazardous materials

#### 5) Safe Demolition Requirements

- a. Hazardous materials
- b. Tensioned material
- c. Method statement

#### 6) Road Safety Audits

- a. Stage 3

#### 7) Residual Risks

- a. This section is to record significant health and safety problems not anticipated that arose during the execution and the steps taken to overcome them.