

PRELIMINARY SAFETY AND HEALTH PLAN

FOR

N16 Fence Retrofitting Scheme



An Roinn Iompair,
Turasóireachta agus Spóirt
Department of Transport,
Tourism and Sport



25th August 2026

1.0 INTRODUCTION

This Design Process Safety and Health Plan have been prepared by the Project Supervisor for the Design Process in accordance with the *Safety, Health and Welfare at Work (Construction) Regulations 2013*.

2.0 GENERAL DESCRIPTION OF PROJECT

2.1 Project Title: N16 Junction of R283 and N16 Fencing Retrofit Programme

2.2 Office: Leitrim County Council, Aras an Chontae, Carrick on Shannon, Co. Leitrim

2.3 Project Location: N16 Junction of R283 and N16 Moneenshinagh as per red below

2.4 Scope of Works:

The scheme involves the removal of existing concrete and timber post and rail fencing, which is deemed to be within the clear zone, and replace it with TII approved Timber post and mesh tensioned fencing along identified sections on the N16 single carriageway. The fencing to be replaced is indicated in the Scheme Layout drawings attached in Volume A of the contract. The retrofitting works will also involve removal of vegetation where necessary to ensure installation is as set out in the TII standards.

The works will impact on a number of landowners on a temporary and permanent basis and the works requirements with regard to liaising with such individuals over the course of the contract. The PSCS will be required to ensure that the activities of such land owners are considered in the Health and Safety Plan.

2.5 Project Schedule

Expected Completion Date: 6 weeks subsequent to award of contract.

2.6 Intended commencement date of project:

October 2026

2.7 Drawings/Specification

2.7.1 Drawing References:

Works Requirements - Volume A - Book 2

TII CC-SCD-00320
TII CC-SPW-00100
TII CC-SPW-00200
TII CC-SPW-00300
TII CC-SPW-00600

2.7.2 Specification Reference:

All works to be carried out in accordance with the following regulatory documents:

- Traffic Management Guidelines as published by Department of Transport
- Traffic Signs Manual as published by Department of Transport
- County Leitrim Road Traffic Bye laws 2018

The methodology of construction/maintenance shall be in accordance with the specified constraints set out in the Specifications & drawings, unless otherwise approved, which forms part of this Design Process Safety and Health Plan.

2.7.3 Restrictions on Working Hours

Normal working hours are:

0800 - 1700 hrs Monday-Friday

0800 - 13.00 hrs Saturday

2.7.4 Restrictions on Access

Two-way traffic should be maintained on the National Road at all times. Access to site should be detailed on supplied Traffic Management Plans for Leitrim County Council approval.

2.7.6 Site Restrictions

- Live Traffic along a narrow road.
- Pedestrians & Cyclists.
- Accesses to dwelling houses and businesses
- Overhead utility cables
- Underground utility services

3.0 PROJECT INFORMATION

3.1 Client

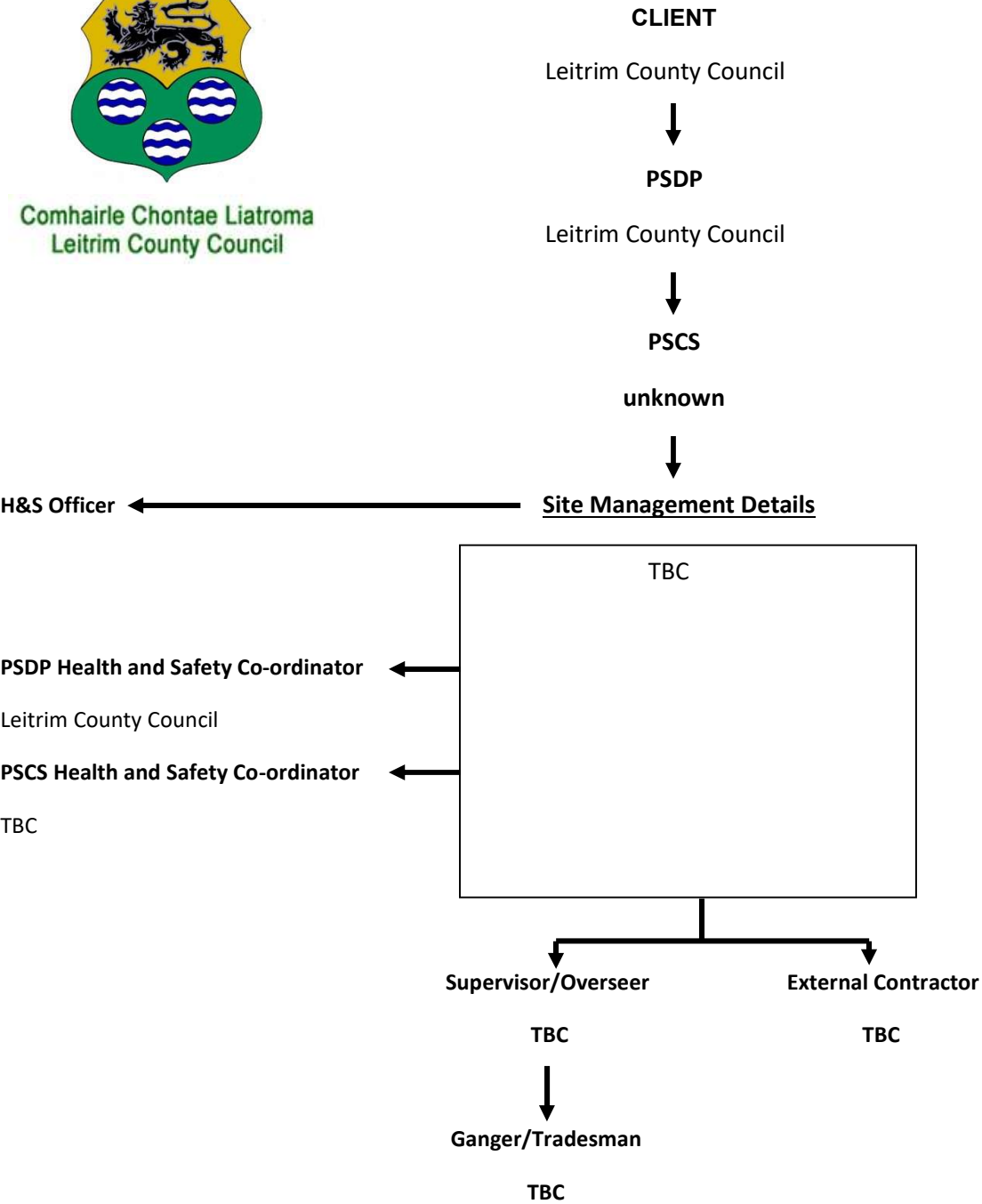
Project Promoted by: Leitrim County Council
Address: Áras an Chontae,
St. Georges Terrace,
Carrick on Shannon, Co. Leitrim.
Tel: 071 9620005

3.2 The Project Supervisor Design Process

The PSDP: Leitrim County Council
Address: Áras an Chontae,
St. Georges Terrace,
Carrick on Shannon, Co. Leitrim.
Tel: 071 9620005

3.3 Designer (Contacted for Fencing Works Queries)

Designer: Leitrim Co.Co. on behalf of TII
Address: Áras an Chontae,
St. Georges Terrace,
Carrick on Shannon, Co. Leitrim.
Tel: 071 9620005



4.0 PRELIMINARY TRAFFIC MANAGEMENT PLAN

Preliminary Traffic Management Plan		
Section	Items	Details
1.	Location of Project & Road No	The Retrofit works area extends to approx 500m located along the existing N16 in the townland of Moneenshinnagh.
2.	Description of the Project: Type of Roadwork's: <i>(Please highlight)</i> (*Definition are outlined on the next page)	The fences are on average within 5-6m off the edge of carriageway. The N16 is a 3.0m wide single carriageway with hard shoulder each side with verges both sides. Type A Type B Type C
3.	Details of adjoining Roads that could be considered for Diversion	Refer to contract documentation
4.	Type of Traffic: <i>(Please highlight)</i> Traffic Volumes (AADT):	Heavy goods/ Light Commercials / Cars/ Mixed N16 – 3,500AADT with 8-10% HGV
5.	Prevailing Traffic Speeds:	Up to 80 Km/h
6.	Speed Limit Zone: <i>(Please highlight)</i>	120 Km/h 100Km/h 80Km/h 60km/h 50km/h 30Km/h
7.	Particular Considerations on site? (Schools, crèche, shops, church, school bus run, milk deliveries etc)	Cyclists, Tourist traffic, Agriculture, Housing, A Pavement overlay scheme is scheduled to commence along this section of national road in September so the works will have to be coordinated. A 60kph speed limit order will be in place throughout the site.
8.	Cyclists/Pedestrian Facilities on site?	No
9.	Overhead Services <i>(Please highlight)</i>	ESB Telecom
10.	Is Roadwork's speed Limit Order Required?	Yes No

11.	Is a Road Closure necessary/recommended?	Yes No																												
12.	Speed Limit Restriction for Works: <i>(Special/Advisory)</i>	60km/h 30km/hr Other (Specify) NONE																												
13.	Total Road Width (in metres):	11 m approx.																												
14.	Works Area Width	Area as per Contract drawings.																												
15.	Lateral Safety Zone (sideways)	Yes – 1.2m (based on 100kph) this may be reduced for 60kph																												
16.	Unobstructed Road Width	6.5m approx. width of carriageway																												
17.	Principal Features of traffic Management Plan <i>(Please Tick)</i>	<table border="1"> <thead> <tr> <th></th> <th><u>Tick</u></th> <th></th> <th><u>Tick</u></th> </tr> </thead> <tbody> <tr> <td>Closed</td> <td></td> <td>Lane Closure</td> <td>✓</td> </tr> <tr> <td>Closed(Local Access Only)</td> <td></td> <td>Signage/Cones</td> <td>✓</td> </tr> <tr> <td>Closed (Local Access) with Diversion</td> <td>✓</td> <td>Speed Control Vehicle "Follow me Truck"</td> <td></td> </tr> <tr> <td>Traffic Light System <i>(Garda Notification)</i></td> <td></td> <td>Statutory (e.g. 80/50/30km/hr) Speed Limit</td> <td></td> </tr> <tr> <td>Stop/Go System <i>(Garda Notification)</i></td> <td>✓</td> <td>Advisory Speed Limit (e.g. 55/45/35/25km/hr)</td> <td></td> </tr> <tr> <td>All Stop<i>(Garda Notification)</i></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		<u>Tick</u>		<u>Tick</u>	Closed		Lane Closure	✓	Closed(Local Access Only)		Signage/Cones	✓	Closed (Local Access) with Diversion	✓	Speed Control Vehicle "Follow me Truck"		Traffic Light System <i>(Garda Notification)</i>		Statutory (e.g. 80/50/30km/hr) Speed Limit		Stop/Go System <i>(Garda Notification)</i>	✓	Advisory Speed Limit (e.g. 55/45/35/25km/hr)		All Stop <i>(Garda Notification)</i>			
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18.	Any Other Comments	Traffic Management shall be in accordance with DoT Traffic Signs Manual Chapter 8 current edition. The temporary traffic management plan shall include the N16 approaches to the Works Area and side roads entering the Works Area. Serious consideration must be given to the sequence of works including but not exclusive to existing traffic flow on N16 and traffic entering site from side roads and from agricultural and domestic accesses onto the N16 within the Works Area.																												
19.	Attach Template Traffic Management Plan Drawing (No 1-56) or attach Traffic Management Plan Drawing	Please refer to Chapter 8 of the Traffic Signs Manual current edition.																												

Road Classifications and Types of Static Road Works

The type of road, applicable speed limit and ADT are used to classify roads in accordance with the table below

<u>Road Classification</u>	<u>Type of Road</u>	<u>Speed Limit</u>	<u>Traffic Volume</u>
Level 1	Single Carriageway	30km/h	All traffic volumes
Level 2		50 or 60 km/h	All traffic volumes
Level 3		80 or 100km/h	ADT< 5000 vpd
Level 4		80 or 100km/h	ADT>5000 vpd
Level 5	Dual Carriageway	50, 60 or 80 km/h	All traffic volumes
Level 6		100 or 120 km/h	

ADT = Average Daily Traffic – the total two-way traffic flow on a specific day (vpd = vehicles per day).

Type of Roadwork's - Definitions;

Type A – Full-time roadwork's that remain in operation in all traffic flows and all visibility conditions. This type of works typically includes temporary traffic measures that will remain in position for duration in excess of 24hrs.

Type B – Part-time roadwork's that remains in operation when the expected traffic flow is less than the available carriageway capacity. This type of works typically includes temporary traffic measures at off-peak times. With this type of works, the roadwork's are such that they can be removed if necessary to minimise potential traffic delays.

Type C – Roadwork's that are of a short duration and involve the use of one or two vehicles, typically maintenance to utilities or street furniture, in all visibility conditions, when the expected traffic flow is less than the available carriageway capacity and the works do not reduce the carriageway width significantly.

Note: 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. The Construction Stage Health and Safety Plan will include the above arrangements and will be revised as necessary by the PSCS. The information contained in this Preliminary Safety and Health Plan has been prepared prior to the commencement of the work site. It does not take account of any matters or information that may come to light after that time.

5.0 CONTRACTUAL ARRANGEMENTS

Client
Leitrim County Council
Project Supervisor for Design Process
Leitrim County Council
Aras an Chontae, Carrick on Shannon, Co. Leitrim
CONTACT NUMBER: 071 9620005
Project Supervisor for Construction Stage
Name: Will be determined as part of the tender process
Address:
Contact Number:
Principal Contractor/Engineer
Name: Successful Tenderer
Address:
Contact Number:

Details of the contractual arrangements must be kept up-to-date. Any changes in the appointed PSDP and/or PSCS must be formally made in writing and acknowledged by the new appointee in writing

6.0 DESIGN RISK ASSESSMENT

This section of the Design Process Health & Safety Plan identifies any particular risk associated with the work/project. “Particular Risks” are not explicitly defined in the Construction Regulations, 2013 and as a result this section includes but is not limited to the risks as detailed in Schedule 1 of the Construction Regulations 2013. It should be noted that as construction work develops additional hazards may be identified – such hazards cannot be anticipated by the Project Supervisor for the Design Process at the design stage of the works.

A particular risk maybe present in the work environment if a certain hazard is aggravated by either an additional hazard or by the existing work environment. Since Schedule 1 is a non-exhaustive list, the PSDP is therefore responsible to identify additional risks that present themselves at the design stage of the project/works.

The Design Process Risk Assessment was completed following a visual survey of the proposed works.

The assessment is divided into two sections. Section 1 refers to the particular risks as detailed in Schedule 1 of the Construction Regulations 2013. Since Schedule 1 is a non-exhaustible list of particular risks - Schedule 2 details risks that are not specified in Schedule 1, however present a particular risk to safety.

The control measures identified in the Design Process Risk Assessment are indicative of what is expected from the Project Supervisor for the Construction Stage. Any deviation from the identified controls must be in agreement by the PSDP prior to the commencement of works. The control measures as detailed in the Construction Stage Health & Safety Plan must be a true reflection of the controls implemented during construction work. This is the responsibility of the Project Supervisor for the Construction Stage. It should be noted that many of the risks on the project may arise out of working methods which are at the discretion of the Contractor and as such cannot be determined by the PSDP.

Conclusions drawn with regards to the Principals of Prevention are detailed in the “Control Measures” column of the Design Process Risk Assessment.

The following is the non-exhaustive list of work involving particular risks to the safety and health of persons as set out in Schedule 1 of the *Safety, Health and Welfare at Work Act 2013*, together with the opinion of the Project Supervisor for Design Process on what elements if any of the works may fall within each particular risk category. It should be noted that many of the risks on the project arise out of working methods that are at the discretion of the Contractor and as such cannot be determined by the Project Supervisor for Design Process.

In preparing the developed Safety and Health Plan for the construction phase of the project, the Project Supervisor (Construction Stage) should take account of the following risks:

Schedule 1 – Design Process Risk Assessment

Hazard and Risks	Risk Rating H/M/L	Persons at Risk	Controls	Revised Risk Rating
Hazard Falls from a Height	<i>M</i>	<i>Workers</i>	<i>Ladders are only to be used for working at heights for tasks that will take less than 30 minutes and where 3 points of contact can be maintained at all times with the ladder. All work at heights must be risk assessed and if there is a safer alternative reasonably practicable method of doing the work then this method must be used.</i>	<i>L</i>
Hazard Burial or engulfment	<i>M</i>	<i>Workers</i>	<i>All trenches for drainage or other utility services to be supported or battered back in poor ground conditions</i>	<i>L</i>
Hazard Work with Ionizing Radiation	<i>Not envisaged</i>			
Hazard Working near high voltage power lines	<i>Not envisaged</i>			
Hazard Working on / near water	<i>M</i>	<i>Workers</i>	<i>Anyone working close to or over water should wear personal flotation devices, or life jacket.</i>	<i>L</i>

Hazard and Risks	Risk Rating H/M/L	Persons at Risk	Controls	Revised Risk Rating
Hazard Work on wells, underground earthworks and tunnels	<i>Not envisaged</i>			
Hazard Work carried out by divers having a system of air supply	<i>Not envisaged</i>			
Hazard Work carried out in a caisson with a compressed air atmosphere.	<i>Not envisaged</i>			
Hazard Work with risk from chemical or biological substances Risks <i>Chemical reaction from Bitumen, Road Markings, concrete, & general construction materials</i> <i>Biological disease from interactions with animals i.e. rats</i>	<i>M</i>	<i>Workers</i>	<i>Use of PPE and compliance with material with producers Product Data Sheets.</i>	<i>L</i>

Hazard and Risks	Risk Rating H/M/L	Persons at Risk	Controls	Revised Risk Rating
Hazard Work involving the assembly or dismantling of heavy prefabricated components	<i>Not envisaged</i>			
Hazard Work involving the use of explosives	<i>Not envisaged</i>			
Hazard Tree Cutting (Removal of trees, or overhanging branches, or verge trimming)	H	Workers	All employees to be briefed before works starts. All operatives to be suitable trained in the equipment they are operating. Plan work at height and provide protection for employees. Check equipment before use. All employees to wear appropriate PPE. Ensure tree felling exclusion zones are in place before works. Keep others clear of cutting equipment and do not leave equipment unattended. Check area is clear prior to using verge trimmer. Suitable traffic management to be in place prior to works commencing.	M

Schedule 2 - Particular Risks – Unscheduled - any additional risks identified at the Design Process should be detailed in the table below.

Hazard and Risks	Risk Rating H/M/L	Persons at Risk	Controls	Revised Risk Rating
Hazard Scaffolding	<i>Not envisaged</i>			
Hazard Roof work	<i>Not envisaged</i>			
Hazard Working on a Live Carriageway Risks enter risks here if applicable <i>Risk of injury from moving traffic</i>	<i>H</i>	<i>Workers & General Public</i>	<i>Traffic management Plan to be designed and implemented by Area office in accordance with Traffic Signs Manual.</i>	<i>L</i>
Hazard Moving Site Vehicles Risks enter risks here if applicable <i>Risk of injury from Site Traffic / Plant & Machinery</i>	<i>M</i>	<i>Workers & General Public</i>	<i>Ensure adequate training of workers and operators to have relevant CSCS cards. Ensure machines have required safety documentation & auxiliary devices and appear in safe working order. Implement traffic management system on site when required.</i>	<i>L</i>

Hazard and Risks	Risk Rating H/M/L	Persons at Risk	Controls	Revised Risk Rating
Hazard Confined Space Entry	<i>Not envisaged</i>			
Hazard Existing Live Services Risks enter risks here if applicable <i>Electrocution or injury from coming in contact with live electric cables</i>	<i>M</i>	<i>Workers & General Public</i>	<i>Carry out CAT survey to locate any underground cables. Discuss with ESB re location of any unforeseen underground cables. All services to be located and traced prior to any excavation. Height restrictions (goal posts) to be erected in any area where there is a possibility of construction plant / lorries passing under electric cables. All works to be completed in accordance with Code of Practice for avoiding danger from overhead Electricity Lines.</i>	<i>L</i>
Hazard Unauthorized Access <i>Risk of general public, especially school children from nearby school entering works area</i>	<i>M</i>	<i>Workers & General Public</i>	<i>Strictly implement traffic management plan and site management procedures. Have adequate signing, coning, guarding in place.</i>	<i>L</i>

Hazard and Risks	Risk Rating H/M/L	Persons at Risk	Controls	Revised Risk Rating
Hazard Hazardous Substances (Use of lubricants / fuel / chemicals / solvents) <i>Chemical reaction from Bitumen, Road Markings, Lubricants, fuel etc</i>	M	Workers	Use appropriate PPE at all times and follow recommendations from product data sheets for the specific substances	L
Hazard Emerging traffic from junctions and/or houses adjacent to works <i>Possible risk of injury from private vehicles emerging from junctions and/or house entrance</i>	M	Workers & General Public	Private roads Entrances, road junctions & bends to be taken into consideration in design and implementation of TMP	L
Hazard <i>Danger to Cyclists from construction and carriageway traffic</i> <i>Farm livestock from construction and live traffic.</i>	M M	Cyclists Animals, Workers & Members of the Public	Include for provision of cyclists in Traffic Management Plan Access to lands to replace fencing. Fencing removed to be reinstated before leaving site. Temporary fencing to be installed for control of animals	L L

Hazard Covid 19 infection Risks: Illness from covid-19 infection	H	All site operatives and managers + public	Follow Government and HSE restrictions and guidelines.	L
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Other parties please take note: These are designer's risk evaluations of design options carried out in-house for the purpose of our complying with designers' duties under the Safety, Health and Welfare at Work (Construction) Regulations 2013. The evaluations relate only to those aspects/elements of the project which we are responsible for designing under the terms of our appointment by our client. Other parties should not rely on these evaluations for their own purposes; in particular, contractors, who must deal with and control all risks arising during construction, must carry out their own definitive risk assessments ab initio for that purpose.

7.0 Existing Work Environment

Please note the presence of the following in the work environment

Underground services: YES ☒ NO

Including ESB, Eircom, Water-main, Broadband, Sewage & Public Lighting,

Overhead power-lines: YES ☒ NO

Details: Overhead power lines

Site access: YES ☒ NO

Details: Site access to be kept to designated areas determined in consultation with the PSCS.

Adjacent land uses: YES ☒ NO

Details: Domestic property and farmland entrances that are adjacent to the works must remain accessible at all times; these should be incorporated into the traffic management plan.

The following additional information on particular risks should be considered for this project:

Traffic Systems and Restrictions/Traffic Management Plan

Existing roadway is a two way traffic system and is located within a 100 km/hr speed limit (a 60kph speed limit order is to be applied for the purpose of a pavement overlay scheme along this section).

8.0 MONITORING OF HEALTH AND SAFETY ON SITE

Indicate (expected) arrangements to be put in place to monitor health and safety on site during the project. This should be expanded upon during the preparation of the developed Safety and Health Plan.

Site audit of compliance with the Policy and Procedures for Management of Roadwork activities will be undertaken as part of the formal audit process for the LA safety management system (SMS).

Safety audits shall be carried out using the LCC RW1 01 Direct Labour and or 02 Contractor Inspections on Roads as appropriate.

9.0 THE SAFETY FILE

A Safety Folder with all details for this project should be completed by the North Leitrim Area Office. This project is included in the Overall Safety File for Leitrim County Councils Roadworks Program, which specifically refers to the Safety Folder for this job. The Safety Folder will be maintained in the North Leitrim Area office.

10.0 NOTIFICATION OF THE PROJECT TO THE HEALTH & SAFETY AUTHORITY (H.S.A.)

Indicate if the timeframe for completion of the project and/or the risks identified above results in the notification of the construction project to the Health and Safety Authority¹.

PSDP Notifiable project/ Complete notification form AF1? YES ☒ NO

H.S.A. Notifiable project/Complete notification form AF2? YES ☒ NO

11.0 ADDITIONAL INFORMATION

Indicate any specific recommendations that the project supervisor wants to be noted, including details of:

Any deviation from the Design to be agreed with Leitrim Co. Co. Design office and / or the Senior Engineer, Roads Department, Leitrim Co. Co.

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

LCC RWI 02 Contractor Inspections on Roads

Directorate:

Section:

Location:

Date:

Inspection of:

Time:

Inspection carried out by:

Line
Manager:

	Red	Amber	Green	N/A
1.Documentation				
1.Are all of the required Safety Statements / Procedures available on site?				
2.Are there Risk Assessments (SSWP) for all work carried out at this location?				

2.Plant and Equipment				
1. Are statutory inspections available for all relevant plant and equipment? Are daily/weekly inspections available? Random selection of plant and equipment on site to be checked. Sample at discretion of inspector? Random Sample: _____ Random Sample: _____				
2 .Are all plant and equipment operators in possession of an appropriate CSCS card which they have on them at the time of the inspection?				

3. Temporary Traffic Management Plan (TTMP)				
1.Is there an documented Temporary Traffic Management Plan in place?				
2. Is it installed, maintained and removed under the supervision of a Temporary Traffic Operations Supervisor (i.e. Three Day Card Holder; Signing, Lighting and Guarding at Road Works).				
3. Is there evidence of notification to An Garda Siochana of the system of traffic control available?				
4. Are sign vision lines free from bends, hills/dips in the road, parked vehicles, hedges etc?				

5..Have all overhead cables been identified and a "no tip zone" signed and implemented?				
6. Are permanent signs that may be in conflict with the TTMP covered?				
	Red	Amber	Green	N/A
4.Housekeeping				
1.Is the workplace maintained in a clean and tidy manner?				

5.PPE				
1. Are personnel on site wearing appropriate PPE for the tasks that they are undertaking (as required in the Risk Assessment)?				

6.Hand Tools				
1.Is all electrical site equipment 110 volts or less?				

7.Chemicals				
1.Are they stored in a secure area?				
2. Are all chemicals in their original containers and labelled correctly?				

8. Excavations				
1. Has the location of underground services been identified and marked using a cable avoidance tool e.g. Cat and Jenny?				
2.Is there as system of work for digging around underground services?				
3.Is there adequate protection from falling into excavations?				
4. Have the required statutory inspections for excavations been documented and undertaken?				

9.Incidents				
1.Is there an incident register for the location?				

10.Training				
1. Check a random selection of operatives for their Safepass and CSCS cards?				

Other:				

Work stopped due to serious & imminent danger?	
Number of Red Flagged Items =	
Number of Amber Flagged Items =	
Number of Green Flagged Items =	

Actions Required

Action	Persons Responsible	Due Date

General Observations & Comments:

Inspection carried out by:

Date:

Print Name: _____

Signature: _____

Line Manager in Charge of the workplace inspected:

Date: _____

Print Name: _____

Signature: _____

Final Date for Corrective Action for all red flagged items to be in place: _____

Final Date for Corrective Action for all amber flagged items to be in place _____

Actions inputted to LA SMS Audit System?

Yes

No

**FORWARD A COPY OF THE SAFETY
INSPECTION TO:**

H& S Officer	Relevant Line Manager
Director of Service (Head of Function/Town Manager)	Safety Representative

Accident Reporting:

The basic instruction of reporting all accidents, no matter how minor to the PSCS, so that details may be recorded in the site accident records, must be adhered to at all times, all accidents, dangerous occurrences, near misses or complaints will be analysed and appropriate follow up action taken. Accidents where the injured party is absent from work for over three days, will be notified by the PSCS to the Health & Safety Authority on the prescribed form (IR1).

Final Checklist PSDP

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No.	Duties of PSDP	Completed
1	Identify hazards arising from the design or from the technical, organisational, planning or time related aspects of the project?	<i>See non exhaustive list of Hazards outlined in this Preliminary Health & Safety Plan</i>
2	Where possible eliminate the hazards or reduce the risk?	<i>See Controls outlined in this Preliminary Health & Safety Plan</i>
3	Communicate necessary control measures, design assumptions or remaining risks to the PSCS so they can be dealt with in the Safety and Health Plan?	<i>This Preliminary Health & Safety Plan will be handed over to South Leitrim Area Office together with Works Drawing</i>
4	Ensure that the work of designers is co-ordinated to ensure safety.	<i>No other Designers envisaged for this project at this stage</i>
5	Organise co-operation between designers.	<i>No other Designers envisaged for this project at this stage</i>
6	Prepare a written safety and health plan for any project where construction will take more than 500 person days or 30 working days or there is a Particular Risk and deliver it to the client prior to tender	<i>This Preliminary Health and Safety Plan to be developed by PSCS</i>
7	Prepare a safety file for the completed structure and give it to the client.	<i>Health & Safety File is completed by Leitrim Co. Co. Roads Department and a Safety Folder for this specific job will be completed and retained by South Leitrim Area Office.</i>
8	Notify the Authority and client of non-compliance with any written directions issued.	<i>Leitrim County Council Safety Officer to carry out this duty if necessary.</i>

If Plan is being developed into a Final Stage Plan for the PSCS

No.	Duties of PSCS	Completed
1.	Notify the Health and Safety Authority (AF2) before construction commences where the works are likely to take more than 500 person days or 30 working days	
2.	Co-ordinate the identification of hazards, the elimination of hazards or the reduction of risks during construction.	
3.	Develop the preliminary safety and health which was prepared by the PSDP before the construction work commences.	
4.	Apply the General Principles of Prevention.	
5.	Make sure the contractors comply with the Safety and Health plan.	
6.	Organise co-operation between contractors and the provision of information.	
7.	Oversee the appointment of a site safety representative on sites of more than 20 persons.	
8.	Appoint a safety advisor where there are more than 100 persons on the construction project.	
9.	Co-ordinate the reporting of accidents and near misses incidents on site and ensure investigations are carried out of same.	
10.	Co-ordinate the reporting of accidents to the Health and Safety Authority.	
11.	Co-ordinate the provision and maintenance of welfare facilities as per the Construction Regulations 2013.	
12.	Provide all necessary Safety File information to the PSDP.	
13.	Provide information to the Site Safety Representative.	
14.	Monitor the compliance of contractors and others on site and take corrective actions where necessary.	
15.	Notify the Health and Safety Authority and the client of non compliance with any written directions issued.	