

Preliminary Health and Safety Plan

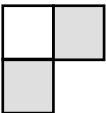
Kilglass National School. Ballinasloe,
Co Galway



Location Coordinates

53.414017312150364, -8.349274572876647

Eircode
H53 PC94



Project:

Kilglass National School, Ahascragh, Ballinasloe

Preliminary Safety & Health Plan

PSDP.
COYLE ENV LTD/CSS**Contents**

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1 INTRODUCTION

1.1 Scope of the Health and Safety Plan

This Preliminary Safety and Health Plan has been prepared in compliance with Regulation 12 (1), Part 2 of the Safety, Health and Welfare at Work (Construction) Regulations 2013. The document has been prepared in consultation with the appointed design team and the client project representatives.

The main purpose of this preliminary plan is to provide information to the Project Supervisor for the Construction Stage (PSCS) to correctly tender for the project and to allow suitable safe systems of work to be prepared. The preliminary plan also allows the PSCS to prepare the Safety and Health Plan Construction Stage.

It should be noted that it is a condition of this contract that contactors tendering for this project will be tendering for the role of Project Supervisor Construction Stage PSCS in accordance with the Safety, Health & Welfare at Work (Construction) Regulations 2013.

Included in this document is information on design hazards associated with the proposed decommissioning of existing sewerage system and the installation of new sewerage system. Contractors including those tendering for the role of PSCS must acknowledge these risk assessments when tendering for the project. The aforementioned risk assessments are based on designs and the experience of designers and therefore do not consider real time hazards, coordination between contractors etc. It will be the responsibilities of the PSCS to ensure that all work activities under their control / coordination are risk assessed. The PSCS and contractors must question designer risk assessments if they are of the opinion that they do not reflect the situation on the ground. **PSCS must take into account the General Principles of Prevention (Schedule 3 of the Safety, Health and Welfare at Work Act 2005- Appendix 2 of this document and Schedule 2 of the Safety, Health & Welfare at Work (Construction) Regulations 2013) when preparing or approving risk assessments during construction work.**

It is also important to adhere the relevant Code of Practice for Domestic wastewater treatment systems (2021 Less than or equal to 10 persons & smaller commercial sites) and commercial wastewater treatment regulations

Sub-contractor(s) (nominated or domestic) with a design portion must risk assess their design and in addition prepare a permanent works design certificate. Both documents must be forwarded to the DT / PSDP.

As per the requirements of the Safety, Health & Welfare at Work (Construction) Regulations 2013 all temporary works must be risk assessed, and a temporary works design coordinator appointed by the PSCS. **Therefore, the PSCS must ensure that temporary works are assessed and brought to the attention of the PSDP.**

It is the duty of PSCS to notify the PSDP in writing of any issues with or planned changes to the project scope to ensure that the new proposed scope of works has been risk assessed.

The project programme is identified in Section 6.0 of this plan. It is the duty of the PSCS to acknowledge this programme. If for any reason the PSCS or individual Contractors feel they cannot complete the project in the agreed time scale they must report this concern in writing to the PSDP. The PSDP in consultation with the design team and Client will then re-assess the planned duration.

The contractor shall submit details of his Safety and Health Policy, programme and proposed method statements for site work to the client before commencing work on the site.

The PSCS's Safety and Health Plan shall include details of:

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- Safety Advisors or Consultants
- Details of training for proposed site management.
- Methodology for safe delivery of materials to site.
- Proposal for management of works out of hours. **(where applicable)**
- Safety Officer and frequency of visits to site
- Details on appointment of lead for temporary designs-if or as required
- Safety and Health Training including provision for Safe Pass Training and Construction Skills Certification where relevant.
- Control measure for dealing with particular risks.
- Training Records / qualifications of proposed operatives, particularly specialists
- Procedures for planning safe systems of work. E.G. RAMS & HSA safe system of works plans
- Procedures for ensuring the safety of third parties on site /Contractors engaged by PSCS.
- Site Safety induction training
- Site Safety inspection plan
- Toolbox Talks
- Method of assessing and ensuring the competency of sub-contractors
- Procedures for ensuring coordination between contractors, staff and public.

It is the duty of the Client/PSDP to assess that the chosen PSCS is competent. The above list is not intended to be exhaustive as other issues may be detailed in the plan.

2 PROJECT INFORMATION

Project Title	Decommissioning of old and installation of new sewage treatment system
Location	Kilglass NS, Ahascragh, Ballinasloe, Galway H53 PC94

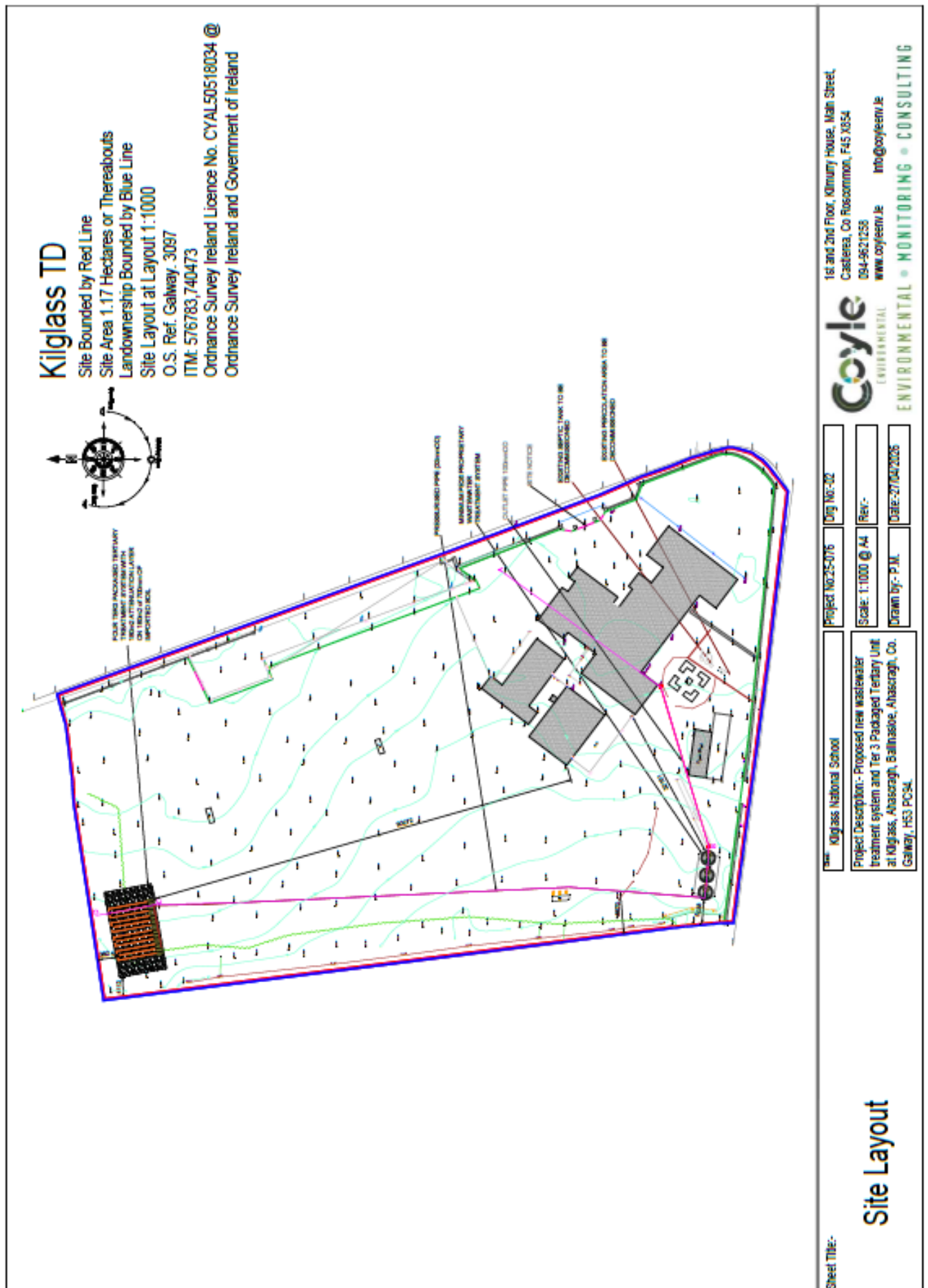
2.1 Project Description

This project will entail (but is not limited to) the following.

1. The safeguarding of existing system and demarcation of site
2. Desludging & decommissioning of existing wastewater treatment system and infilling of material on site to achieve proposed levels.
3. Commissioning of new wastewater treatment system
4. Palisade fencing must be erected to safeguard new wastewater treatment systems.
5. Handover to client

2.1.1 Scope of the Works

This project entails the decommissioning of existing percolation area and sewage water treatment system. All pressurised pipe present in existing system will be de-pressurised and made safe prior to removal. The tank in situ will be de-sludged by competent contractor. once emptied the now decommissioned tank will be collapsed and infilled with existing spoil material until new ground levels are established. Details of preparation works outlined in Dwg 02 Site Layout 1,1000.



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2.2 Organisational Arrangements

2.2.1 Stake Holders

Stakeholders	Name	Contact
Client	Board of Management Kilglass National School and associates	
PSDP	Coyle Environmental Kilmurry Hse, Main St, Castlerea, Co Roscommon	kayle@coyleenv.ie
PSDP-H&S Coordinator	Coyle Environmental /CSS, Axis Business Park, Tullamore, Co Offaly	info@completesafety.ie
PSCS	To be appointed	
PSCS -H&S Coordinator	TBA	
Safety Officer /Advisor	As Appointed by PSCS	
Temporary Works Coordinator	Not Applicable	

2.2.2 Subcontractors

TBC- competent contractor

2.3 Timescale/Sequence of Project -

Week Beginning ____ / ____ / _____. (TBA)

Start Date: ____/____/____
 Finish Date: ____/____/____

} Week agreed (*unless otherwise agreed with Project Manager*)

Note: The intended commencement (to be agreed or scheduled accordingly) and completion dates advised above are provisional, pending confirmation by the PSCS that they are practicable. PSDP / Client will be agreeing a detailed schedule for the project based on these dates. This schedule will be prepared in agreement with the PSCS involved.

NB: it is not envisaged that the works will extend beyond Thursday of the proposed week for this project. Where an unforeseen arises the PSDP and the client will liaise with the PSCS to review the programme of works.

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COYLE ENV LTD/CSS**2.4 Other Work Activities on Site**

At this juncture no other activities are in close proximity on site during these works. Liaise with BOM or principal of school to clarify prior to works commencing.

2.4.1 Statutory & Other Bodies on the Site

It is not known of any other agencies or other entities will be present on site. Appointed PSCS to coordinate the activities on site where the responsibility arises.

2.4.2 Adjacent Land Uses

The school playing pitch to the rear and demarcated by hedge rows.to the rear and a vegetation patch with green house. The L3405 to the right, R358 national route veering left to the front elevation of the school.

2.4.3 Third Parties

The entrance to the site via the L3405, the appointed PSCS will be required to erect signage making road users aware of construction activities in progress or alerting them to site entrance for the duration of works. Safe access & egress to the site is the responsibility of the appointed PSCS/principle works contractor.



Refer to drawing DRG No -02 for guidance when establishing works demarcation zone.

2.5 Existing Safety Files(s), Safety & Health Plan(s) and other Health & Safety Information

Safety file not available with reference to existing services or drawings detailing layout of same.

2.6 Related Documents

Please refer to Appendix 1 drawings etc

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COYLE ENV LTD/CSS**3 Risks Associated with The Works-Regulation 12,15, & 16, schedule 1, Safety, Health & Welfare at Work (Construction) Regulations 2013****3.1 Particular Risks**

No	Particular Risks	YES	NO
1	Falling from Height - This project will involve significant work at height hazards open excavation - Open Excavations- depth of -2 metres below ground level - PSCS to review work at heights prepare RAMS Reference dwg No-04	✓	
2	Burial under earth falls, or engulfment in swampland - Earth dig must be secured prior to operatives entering - The back filling of spoil material must be supervised.	✓	
3	Risk from chemical or biological substances. Requirement for health monitoring - Desludging tasks may present risk of biological or chemical exposure through skin absorption or ingestion - PSCS to Assess the likelihood of exposure to Hydrogen sulfide or Methan Gas	✓	
4	Ionising Radiation		✓
5	Work near High Voltage Power Lines - PSCS to liaise with the consulting engineers on the location of existing services, advisable to CAT scan ground		✓
6	Risk of Drowning		✓
7	Work in Wells, Underground Earthworks - Open excavation - PSCS to check ground stability to people entering excavation to make ancillary connections.	✓	
8	Divers Requiring Air Supply		✓
9	Work in Caissons with Compressed air supply		✓
10	Works involving the use of explosives		✓
11	Works involving the assembly or dismantling of heavy prefabricated components The installation of prefabricated tanks and placement as per design drawings.		✓

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3.2 Additional Identified Risks

The following is the non-exhaustive list of particular risks to the safety and health of persons as set out in Schedule 1 of (Construction) Regulations 2013, together with the opinion of the design team and 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 may arise out of working methods which are at the discretion of the Contractor and as such cannot be determined by the Project Supervisor for Design Process / Design Team.

Burial under earth fall for example deep foundations, deep cuttings, works in excavation which are in or adjacent to unstable ground, hazardous underground services or where there is a risk of undermining existing foundations.

Foreseen- Safe System of Work and Risk Assessment Method statement Required.

Works on or near site boundaries or existing structures which will require excavation.

Foreseen -Safe Systems of Work Required. -Demarcation of site. Due care must be exercised at all times with children playing pitch in close proximity, where the school is active.

Engulfment in swampland-For example: unstable ground. Work adjacent to lakes and ponds or reclaimed ground.

None Foreseen

Falling from a Height for example, where the risk associated with working at a height is likely to be aggravated by the presence of another significant hazard then a particular risk may be present.

The contractor must acknowledge the Safety, Health & Welfare at Work (General Application) Regulations 2006. Schedule 1,2, 6 Work at Height. Contractors must prepare a written method statement with hazard and risk assessment in advance of works. The following fall risks exist.

This project will involve work at heights – contractors to note that fall prevention measures are not in place on the roof, contractors must ensure that adequate fall prevention in consultation with the client are put in place before any work commences. **Refer to drawing Number Drg No:-04**

Foreseen- Safe System or work Required -RAMS entering exaction and access and egressing tanks.

AF 3 to be maintained on site for excavation works

Work on or adjacent to fragile roofing materials:

Not Foreseen- Not Applicable

Operations where the nature of the work or other restrictions makes it impracticable to provide standard scaffolding or other suitable and sufficient means of support.

Not Applicable

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Works, which put persons at risk from chemical or biological substances constituting a particular danger to the safety of such persons or involving a legal requirement for health monitoring

Foreseen. -Safe Systems of Work required -RAMS – confine space training

Where certain materials or substances may give rise to particular risks based on their toxicological or physio-chemical properties, for example: the presence or potential presence of explosive atmospheres (methane gas, hydrogen sulphide).

Foreseen-Safe Systems of Work Required -RAMS (Risk Assessment Method Statement) -existing treatment system containing natural gases such as methane, carbon monoxide, hydrogen sulphide

No cutting with angle grinders where possibility of gases are present, potential for explosive atmosphere.

Work in confined spaces (i.e. areas where there is a possibility of a deficiency of oxygen or presence of dangerous gases or vapours)

Foreseen- Safe System of Works Required-RAMS

- The need to decommission existing system and remove ducting as required may/could expose person(s) to sewage gases e.g. methane, hydrogen sulphide etc
- need to enter tanks for new pipe and duct work installation, pump installation. **RAMS required to complete works safely.**

Any other work activities involving the use of any chemical or biological agents where risk assessment in accordance with REACH Regulation (Regulation 2006/2024) reveal a risk to safety or health.

All hazardous substances and preparations must be labelled with appropriate hazard symbols, and the suppliers must provide a safety data sheet when requested by any person. *The labels and safety data sheets must include risk phrases which indicate the specific risks associated with the substance. adhesives or duct bonding being used e.g. plastic ducting or wavin connection glues.*

Work with ionising radiation requiring the designation of controlled or supervised areas as defined in Article 20 of Directive 80/836/Euratom:

Not applicable.

Work near high voltage power lines:

Not Foreseen. It is advisable to CAT scan the ground prior to excavation works by a competent person. As there is no safety file available from previous installations it is advisable that the appointed PSCS excavate with caution and CAT Scan the area in question.

Electrician to identify existing electrical connection to old treatment system where present.

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There is no obvious water course or opening with the potential to create a hazard on site. Advisable to monitor excavation works where inclement weather presents a risk.

Existing underground services:

All existing underground ducting will be remained functional or eliminated as required. Electrical power supplying existing system will be isolated or made safe during new installation works. It is recommended that the appointed contractor/PSCS CAT scan the ground area prior to decommissioning existing system and locate necessary underground utility lines where present.

Work on wells, underground earthworks and tunnels:

For example:

Excavated well	None foreseen.
Underground earthworks	None foreseen.
Tunnels	None foreseen.
Underpinning	None foreseen.

Work carried out by divers at work having a system of air supply:

Not Applicable

Work carried out in a caisson with a compressed air atmosphere.

Not Applicable

Work involving the assembly or dismantling of heavy prefabricated components:

Not Applicable

Materials requiring particular precautions.

Foreseen. The lifting of tanks into the excavation will require the competency of a slinger/signaller and lorry loader crane operator. Lift plan advisable for all lift.

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It is advisable that the appointed PSCS monitor climatic condition through the duration of the works particularly during tank lifts for placement into the excavation.

The deliveries shall be scheduled in manner that is of least disruption to normally activities on the site and spotter strategically placed to assist in the safe delivery of materials to site.

Manual Effort - This project will require a significant amount of manual effort. The chosen contractor is to investigate know devices capable of delivering and when require, removing materials to / from site.

Crane activity – all crane activity must be fully controlled and risk assessed. A lift method statement must be produced and approved by the DT and the client.

3.3 Other Health & Safety Considerations

The document will facilitate the transfer of information from the designers to the Project Supervisor Design Process in order for all elements of the design to be risk assessed in accordance with governing legislation. Other available, relevant information (e.g. existing drawings or information on existing site services) should also be included or referred to were deemed appropriate.

The main purpose of this document is to ensure that individual designers risk assess their design.

4 MANAGEMENT ARRANGEMENTS

4.1 Occupational Health & Safety Policy

It is the policy of the PSCS and appointed project design team to give the greatest importance to the health and safety of all on this project. To this end all reasonably practicable efforts shall be made during the construction work to provide safe and healthy working conditions. It is the PSCS objective to have an accident-free site.

This Safety and Health Plan has been created to assist in achieving this goal. The purpose of the Safety and Health Plan will be primarily preventative. The PSCS aims to have a site work environment on which accidents do not happen. Conditions under which accidents may occur shall be located and corrected in a timely way in order to accomplish this aim.

4.2 Resources

4.2.1 Human Resources

PSCS to outline how all HR issues on site will be managed. Scheduling of meeting and reporting of deviation which may interrupt programme scheduling as soon as possible

4.2.2 Site Facilities

PSCS to outline how site welfare facilities will be provided and managed in order to comply with the relevant legislation.

4.2.3 Plant and Equipment

The PSCS will be required to outline how the safe movement of both pedestrians and vehicles around the site will be managed and controlled. PSCS to also outline how the operation of all plant and equipment will be managed on the site. Plant & Machinery identified under the Schedule 5/7 of the Construction Regulations 2013 require CSCS competency certification. The plant & equipment must be certified and with a current and in date certificate.

4.3 Liaison Arrangements

4.3.1 Notification to HSA

As this project does not meet the 30 day or 500-man hours threshold which automatically requires notification to the HSA by means of an AF2 form this does not negate the PSCS responsibility to coordinate and collaborate the safe activities on site for all.

4.3.2 Progress Review Meetings

Contractors/PSCS are to liaise through PSDP/ Client on any design queries. The contractor / PSCS will notify the PSDP of any planned temporary design works or significant design changes. Regular liaison with the building/site owner will be required to ensure smooth coordination with the day to day running of the proposed works.

Meetings between the Designers, Client, PSCS and PSDP will be agreed.

4.3.3 Health & Safety Co-ordination Meetings

The PSCS will be required to ensure that they manage and co-ordinate the safety of the Construction Stage. They will have to outline how they plan to do this for the duration of the project.

4.4 Design Management**4.4.1 Design Assumptions****PSCS working with Existing Services**

PSCS to review all relevant drawings and liaise with consulting engineers in advance of work with live services. Contractors will prepare detailed method statements which will be approved by appointed consulting engineer.

Electrical & Mechanical Consulting Engineer Assumptions

Listed below is a summary of the principal elements that shall be considered by the contractor during this project phase:

- Ensure adequate protection is provided for workers especially when others are working overhead.
- Particular precautions shall be taken when working in the vicinity of live services.
- **NO work is permitted on live services. Need for Lock out, Tag out system**
- Minimise high level work where possible.
- Ensure all methods of access and working platform are within the relevant legislative compliance to include safe access and egress and safe systems of works.
- Particular care needs to be taken when working near live equipment.
- Adequate space shall be provided for laying out cables.
- Adequate lighting shall be provided with particular emphasis on maintenance functions.
- A means of emergency isolation shall be provided for all of electrical systems.
- Non-flammable materials and products to be specified as standard.
- It is not possible to completely eliminate any of the identified risks by redesign alone. It will be possible to reduce some risks to minimum by site practices, i.e. partial or complete assembly at ground level to minimise work at heights.
- Working at heights. (UNAVOIDABLE). ladder access to and egress from excavation must be tied off and extend at minimum 1 metre above landing platform

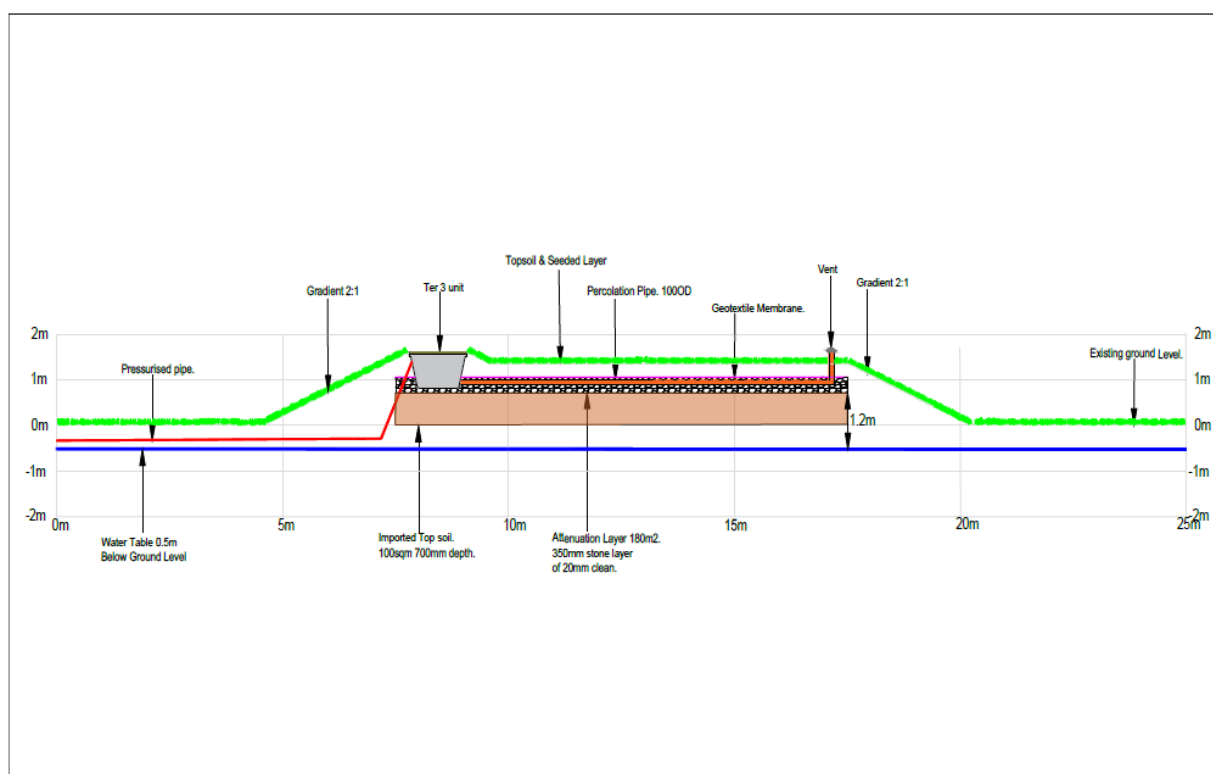
4.4.2 The Design

See attached drawings / specification included in the tender pack.

Ground excavation levels detailing depths below and above ground level. Ladder must extend at least 1 metre above the landing area and tied to supporting post/similar.

Reference purposes only- map next page for measurements (not to scale). This is available in the tender pack.

Approximate 2 metre below ground level.



4.4.3 Completion of Design

All Designers (including Contractors with a design portion) are required to provide Design Risk Assessments to the PSDP for inclusion in the Preliminary Safety & Health Plan and / or the Safety File. The PSCS, appointed Health & Safety Coordinator Construction P= Process is 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 Stage) 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 Designers are required to provide a 'Permanent Works Certificate' to the PSDP, for their element of the works on the Project (*refer to the HSA guidelines to the Construction Regulations 2013 (Part 4 & Appendix 2)*).

All ***Temporary Works** Designers are required to provide a 'Temporary Works Certificate' to the PSDP, for their element of the works on the Project (*refer to the HSA guidelines to the Construction Regulations 2006 (Part 4 & Appendix 2)*).

***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

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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 Certificates' shall be included in the Preliminary Safety & Health Plan and / or the Safety File.

The PSCS / Main Contractor will inform the PSDP of any unforeseen eventualities on site, which may affect the design of 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, up to twice monthly.

5 PROJECT PROCEDURES

5.1 Hazard Identification, Risk Assessment & Determining Controls

Likelihood of Recurrence	Potential worst-case consequence of adverse event			
	Minor	Serious	Major	Fatal
Certain				
Likely				
Possible				
Unlikely				
Rare				

Risk				
Investigation Level	Minimal	Low	Medium	High

PSCS to outline in the Construction Stage Health & Safety Plan how they intend to ensure that all Hazards are identified, all Risks are assessed, and that appropriate Control Measures are put in place

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Please refer to Appendix 6 for the Design Risk Assessment. The PSCS to ensure that the construction Risk Assessments and Method Statements are done and that the General Principles of Prevention are being applied in a consistent manner.

5.2 Communication

The PSCS to outline in the Construction Stage Health & Safety Plan how they propose to ensure that there is Communication, Co-ordination, Co-operation and Compliance between all Contractors on site.

5.3 Performance Measurement & Monitoring

The PSCS to outline in the Construction Stage Health & Safety Plan how they propose to measure and monitor the performance of the contractors throughout the duration of the project

5.4 Training

The PSCS to outline in the Construction Stage Health & Safety Plan what training is required by the various Contractors on site and keep a record of same.

Training Requirements	Required By
Safe Pass	All Operatives on Site
Manual Handling	All Operatives on Site
First Aid	Assigned person
Fire Warden/Fire Safety	Assigned person
Abrasive wheels	Assigned person
Signing, Lighting & Guarding	N/A
Traffic Management – Static & Mobile Lane Closure	N/A
Temporary Traffic Management Design	N/A
Green Pass	N/A
Telescopic Handler, excavator 360, backhoe 180	CSCS
Working at Heights/Harness Training	Assigned operatives
LUGS-Location of Underground Services	Competent person CSCS

5.5 Permits to Work

The PSCS to outline in the Construction Stage Health & Safety Plan any permits to work that they propose to introduce during the Construction Stage

Ref No:	Permit
PW1	
PW2	
PW3	
PW4	
PW5	
PW6	

5.6 Emergency Preparedness & Response

The PSCS is to develop site emergency procedures and incorporate into the Construction Stage Safety & Health Plan. Contractor is to allow for signage (in accordance with 2007 - 2016 General Application Regulations), appointment of competent people to manage / coordinate an emergency situation.

5.7 Accident & Incident Reporting

PSCS and Contractors to ensure that a comprehensive accident reporting and investigation process is in place.

List of Dangerous Occurrences

Below is an abbreviated list of the Fifteenth Schedule. For full list of 'dangerous occurrences' please refer to the Fifteenth Schedule, General Application Regulations 2007 - 2016.

1	The collapse, overturning, or failure of any load-bearing part of: (a) any lift, hoist, crane, derrick or mobile powered access platform; (b) any excavator; or (c) any pile-driving frame or rig having an overall height, when operating, of more than seven metres
2	The explosion, collapse or bursting of any closed vessel, including a boiler or boiler tube, in which the internal pressure was above or below atmospheric pressure
3	Electrical short circuit or overload attended by fire or explosion which resulted in the stoppage of the plant involved more than 24 hours.
4	An explosion or fire occurring in any plant or place resulted in the stoppage of that plant or suspension of normal work in that place for more than 24 hours, where such explosion or fire was due to the ignition of process materials, their by-products (including waste) or finished products.
5	The sudden uncontrolled release of one tonne or more of highly flammable liquid, liquefied flammable gas, flammable gas or flammable liquid above its boiling point from any system plant or pipeline.
6	The collapse or partial collapse of any scaffold more than five metres high which results in a substantial part of the scaffold falling or overturning, including, where the scaffold is slung or suspended, a collapse or part collapse of the suspension arrangements (including an outrigger) which causes a working platform or cradle to fall more than five metres.
7	Any unintended collapse or partial collapse of: (a) any building or structure under construction, reconstruction alteration or demolition, or of any false work, involving a fall of more than five tons of material: or (b) any floor or wall of any building being used as a place of work, not being a building under construction, reconstruction, alteration or demolition
8	The uncontrolled or accidental release or the escape of any substance or pathogen from any apparatus, equipment, pipework, pipe-line, process plant, storage vessel, tank, in-works conveyance tanker, land-fill site, or exploratory land-drilling site, which, having regard to the nature of the substance or pathogen and the extent and location of the release or escape, might have been liable to cause serious injury to any person.
9	Any unintentional ignition or explosion of explosives.

10	The failure of any container or of any load-bearing part thereof while it is being raised, lowered or suspended
11	Either of the following incidents in relation to a pipe-line: (a) the bursting, explosion or collapse of a pipeline or any part thereof: (b) the unintentional ignition of anything in a pipeline, or of anything which immediately before it was ignited was in a pipeline
12	(a) Any incident in which a container, tank, tank vehicle, tank semi-trailer, tank trailer or tank-container being used for conveying a dangerous substance by road: (i) overturns: or (ii) suffers damage to the package or tank in which the dangerous substance is being conveyed. (b) Any incident involving a vehicle carrying a dangerous substance by road, where there is- (i) an uncontrolled release or escape from any package or container of the dangerous substance or dangerous preparation being conveyed; or (ii) a fire which involves dangerous substance or dangerous preparation being conveyed.
13	Any incident where breathing apparatus while being used to enable the wearer to breathe independently of the surrounding environment malfunctions in such a way as to be likely either to deprive the wearer of oxygen or, in the case of use in a contaminated atmosphere, to expose the wearer to the contaminant to the extent in either case of posing a danger to his health, but excluding such apparatus while it is being used in a mine or is being maintained or tested.
14	Any incident in which plant or equipment either comes into contact with an overhead electric line in which the voltage exceeds 200 volts or causes an electrical discharge from such electric line by coming into close proximity to it, unless in either case the incident was intentional, or any incident involving a live conductor accidentally falling due to breakage or otherwise.
15	Any accidental collision between a locomotive or a train or any other vehicle at a factory or at dock premises.
16	The bursting of a revolving vessel, wheel, grindstone, or grinding wheel moved by mechanical power.

5.8 Site Safety Rules

PSCS to ensure that a comprehensive list of Site Safety Rules is in place to ensure the safety, health and welfare of all people on the site.

The PSCS will ensure that all site safety rules are disseminated during induction as required under construction regulations 2013.

5.9 Safety File

The PSCS is to liaise with relevant members of the design and construction team in preparing the safety file.

SAFETY FILE CONTENTS to be provide by PSCS.

NOTE: it is a condition of this contract that all contractors assist the PSCS and PSDP in preparing the safety file on the lines of this content sheet. The client requires 1 hard and 1 soft copy of the safety file. Hard copies to be prepared as per the outlined contents and presented in 4 ring binders.

1.0 Project Information

- 1.01 Site Location
- 1.02 Planning Documents & Regulations
- 1.03 Project Consultants
- 1.04 Subcontractors
- 1.05 Project Suppliers
- 1.06 Maintenance Contractors
- 1.07 Emergency Contacts & Procedures

2.0 Building Fabric

- 2.01 Project Design Details
- 2.02 Construction Details
- 2.03 Finishes and Component Schedules
- 2.04 Safety Hazards and Procedures (Preliminary & Developed Safety & Health Plan, Design Risk Register)
- ~~2.05 Fire Safety (including fire doors etc.)~~
- ~~2.06 Element Maintenance & Cleaning (materials certs for all finishing's identifying maintenance and cleaning)~~
- 2.07 Conformity & Compliance Certificates

3.0 Building Operations

- 3.01 Services Description
- 3.02 Electrical O&M
- 3.03 Mechanical O&M
- 3.04 Plant Maintenance
- ~~3.05 Plant Schedule~~
- 3.06 Commissioning & Compliance
- ~~3.07 Fall Arrest Equipment~~

4.0 Drawings & Records

- 4.01 Architects/designers Drawings
- 4.02 Structural Engineers Drawings (tank specifications)
- 4.03 As Built Drainage Drawings
- 4.04 As Built Electrical Drawings
- 4.05 As Built Mechanical Drawings
- 4.06 Specialist Drawings & Documents

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6 REVISION HISTORY& AUTHORISATION

Rev	Issue / Change Detail	Author	Approved	Effective Date
01	First Revision	<i>L Egan</i>		

AUTHORISATION

This Preliminary Safety and Health Plan has been prepared in accordance with the Safety, Health & Welfare at Work (Construction) Regulations 2013

The information contained in this Preliminary 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, which may come to light after that time.

For and on behalf of : PSDP PM
(Project Supervisor for Design Process)

Signed : *L Egan*

7 GLOSSARY OF TERMS

RAMS	Risk Assessment & Method Statement
CSCS	Construction Skills Certification Scheme
PSDP	Project Supervisor for the Design Process
PSCS	Project Supervisor for the Construction Stage
PPE	Personal Protective Equipment
HSA	Health & Safety Authority
H&S	Health and Safety
DT	Design Team

8 LIST OF REFERENCES

All construction work shall be carried out in compliance with all applicable safety laws and regulations in Ireland and in particular with:

- Safety, Health and Welfare at Work Act, 2005 (S.I. No. 10 of 2005)
- Safety, Health and Welfare at Work (General Application) Regulations (S.I. No. 299 of 2007)
- Safety, Health and Welfare at Work (Construction) Regulations, 2013 (S.I. No. 291 of 2013)
- Code of Practice for waste water domestic treatment systems 2021
- ~~Code of Practice for Access and Working Scaffolds 2019~~
- Chemical Act 2008 (S.I. No. 13 of 2008), Chemical Amendment Act 2010 (S.I. No. 32 of 2010)
- ~~Safety, Health & Welfare at Work (Exposure to Asbestos) Regulations 2006 (S.I. No. 366 of 2006),~~
~~Asbestos: The Survey Guide HSG 264~~
- ~~Safety, Health and Welfare at Work (Exposure to Asbestos) (Amendment) Regulations 2010 (S.I. No. 589 of 2010)~~

9 LIST OF APPENDICES

Appendix 1 – Documentation

Appendix 2 – Additional Information-General Principles of Prevention

Appendix 3 – Duties of various Stakeholders

Appendix 4 – Clients Requirements

Appendix 5 - Staff Organisation Structure Chart

Appendix 6 – Design Risk Register

Appendix 1 (these documents will only be issued where the PSDP or Party Advisable to PSDP deem them applicable)

TEMPORARY WORKS DESIGN CERTIFICATE-~~NOT APPLICABLE~~

Project: _____ Certificate Reference number _____

Element of Temporary Works to which this certificate applies: _____

Detail designed codes adopted or completed with these temporary works

--

Reference numbers for calculations; completed & checked

--

Drawings Numbers completed and checked:

--

Provide the assumed construction sequence required by the Temporary works design:

--

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

--

Fully Detailed on Drawings	Yes	No	Additional Information attached	Yes	No
----------------------------	-----	----	---------------------------------	-----	----

We hereby confirm that we have to date carried out, and will continue to carry out as necessary, the design of these parts of the works which we are appointed to design and that we have exercised reasonable professional skill, care and diligence with due regard to our clients under the Safety Health & Welfare at Work Act 2005 and the Safety, Health & Safety ay Work (Construction) Regulations 2013, we:

1. have taken account of the general principles of prevention and any existing safety files;
2. have provided the PSDP & PSCS as appropriate with all relevant information as required by the Construction Regulations; and
3. have cooperated with the PSDP & PSCS and with other Designers, as necessary

Signed _____ for and on behalf of the Temporary Works Designer Date _____

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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 and on behalf of the Permanent Works Designer Date _____

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We hereby confirm that we have coordinated the activities of the designers responsible for this element of works, in respect of the taking into account the General Principals of Prevention and with due regard to our duties as PSDP under the Safety, Health & Welfare at Work (Construction) Regulations 2013. **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 and on behalf of the PSDP Date _____

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COYLE ENV LTD/CSS**PERMANENT WORKS DESIGN CERTIFICATE- NOT APPLICABLE****Permanent Works Design Certificate**Project: *Science Building Roof Works*Certificate Reference number *001*Element of Permanent Works to which this certificate applies: *Architecture***Identify All of the Permanent Works Designers to Which This Certificate Applies:**

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

Detail designed codes adopted for this element of the work

Reference numbers for calculations; completed & checked

Drawings Numbers completed and checked:

Design intent and assumptions that may affect constructability.

BS1234 BS5656 BS7878 BS7676 BS8989	
Yes	
Yes	
N/A	Design Criteria attached Yes ☐ No ☒

We hereby confirm that we have to date carried out, and will continue to carry out as necessary, the design of these parts of the works which we are appointed to design and that we have exercised reasonable professional skill, care and diligence with due regard to our clients under the Safety, Health & Welfare at Work Act 2005 and the Safety, Health & Safety at Work (Construction) Regulations 2006 to 2010, we:

1. have taken account of the general principles of prevention and any existing safety files;
2. have provided the PSDP & PSCS as appropriate with all relevant information as required by the Construction Regulations; and
3. have cooperated with the PSDP & PSCS and with other Designers, as necessary

We hereby confirm that we have coordinated the activities of the designers responsible for this element of 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 & Welfare at Work (Construction) Regulations 2006 to 2010

Signed

for and on behalf of the PSDP

Date

Signed for & on behalf of the designers identified above	Date:
<i>Joe Blogs</i>	

=

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Appendix 2 – Additional Information- General Principles of Prevention

ENVIRONMENTAL RESTRICTIONS AND EXISTING ON-SITE RISKS

SAFETY HAZARDS, INCLUDING:

BOUNDARIES AND ACCESS, INCLUDING TEMPORARY ACCESS

Please refer to section 3.3 above. Contractor will make good grounds/lands, excavated and secure new installation system on completion

ADJACENT LAND USES

Recreational – duty to ensure risk is managed and demarcations established as required.

LOCATION OF EXISTING SERVICES – WATER, ELECTRICITY, GAS, ETC.

The chosen PSCS/contractor is to liaise with the projects PSDP/consulting engineers on any services/extract that may be present.

All temporary electrical services shall be undertaken by a certified electrical contractor. In particular, the electrical contractor shall undertake to comply with all of the safety requirements outlined in the ETCI Regulations "National Rules for Electrical Installations, ET101:2004". ~~(A drawing, design risk assessment and a temporary works design certificate will be required for this work.)~~

GROUND CONDITIONS

All lifting activities must be planned and coordinated. Grassland surface -assess prior to entering with truck or heavy plant and equipment. -Monitor grounds and ensure supporting out rigger are deployed where ground surface structure display uncertainty.

EXISTING STRUCTURES – STABILITY, OR FRAGILE MATERIALS.

Not Applicable.

HEALTH HAZARDS, INCLUDING:

ASBESTOS, INCLUDING RESULTS OF SURVEYS

Not applicable.

EXISTING STORAGE OF HAZARDOUS MATERIALS

Not applicable.

CONTAMINATED LAND, INCLUDING RESULTS OF SURVEYS

Not applicable

EXISTING STRUCTURES HAZARDOUS MATERIALS:

Not applicable.

HEALTH RISKS ARISING FROM CLIENT'S ACTIVITIES.

As previously mentioned, various sections of the sewerage treatment duct work will remain and new foul water treatment duct work connected to as per drawings,

GENERAL PRINCIPLES OF PREVENTION

The General Principles of Prevention are set out in descending order of preference as follows:

- The avoidance of risks, e.g. where appropriate by selecting non-fragile roofing materials, or by avoiding the disturbance of contaminated land where practicable.
- The evaluation of unavoidable risks, i.e. evaluating the likely consequences of such risks.
- The combating of risks at source. If risks cannot be avoided, they should be combated at source so far as practicable, e.g. by specifying brush application of a treatment rather than spraying to reduce solvent exposure or specifying finishing materials containing less harmful constituents.
- The adaptation of work to the individual, especially as regards the design of places of work, the choice of work equipment and the choice of systems of work, with a view, in particular, to alleviating monotonous work and work at a predetermined work rate, and to reducing their effect on health. This will make work less monotonous and improve concentration and reduce the temptation to take short cuts or to improvise equipment and materials.
- The adaptation of the place of work to technical progress; taking advantage of technical progress often offers opportunities for safe and more efficient working methods.
- The replacement of dangerous articles, substances, or systems of work by non-dangerous or less dangerous articles, substances, or systems of work, e.g. replacing solvent-based paints with water-based ones where practicable.
- The giving of priority to collective protective measures over individual protective measures. Measures which protect everyone should be given priority over those which protect only an individual, e.g. the provision of fixed guard rails on a maintenance walkway rather than safety harnesses, the installation of safety nets rather than relying on individual safety harnesses, the provision of local exhaust ventilation in preference to personal protective equipment.
- The development of an adequate prevention policy in relation to safety, health and welfare at work, which takes account of technology, organisation of work, working conditions, social factors and the influence of factors related to the working environment. The Safety and Health Plan for the site should act as the focus for the bringing together and co-ordination of the preventive policies of the various contractors involved in the project. Where a Safety and Health Plan is not required under the Construction Regulations 2013, the Safety Statement as required by the 2005 Act must contain an adequate prevention policy.
- The giving of appropriate training and instruction to employees.

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COYLE ENV LTD/CSS**NON-EXHASUTIVE LIST OF MATTERS TO BE CONSIDERED IN PARTICULAR AS REGARDS THE APPLICATION OF THE GENERAL PRONCIPLES OF PREVENTION TO CONSTRUCTION UNDER THESE REGULATIONS**

- Keeping the construction site in good order and in a satisfactory state of cleanliness.
- Choosing the location of workstations bearing in mind how access to them is obtained, and determining routes or areas for the passage and movement of equipment.
- The conditions under which various materials are handled.
- Technical maintenance, pre-commissioning checks and regular checks on installations and equipment with a view to correcting any faults which might affect the safety, health and welfare of persons at work.
- The demarcation and laying-out of areas for the storage of various materials, in particular where dangerous materials or substances are concerned.
- The conditions under which the dangerous materials used are removed.
- The storage and disposal or removal of waste and debris.
- The adaptation, based on progress made on the construction site, of the actual time to be allocated for the various types of work or work stages.
- Co-operation between employers and self-employed persons.
- Interaction with industrial activities at the place within which or in the vicinity of which the construction site is located.
- The coordination and collaboration of all concerned parties and ensuring other parites who are not directly involved are also safe guarded from the activities on site.

Appendix 3 – Duties of various Stakeholders

DUTIES OF THE PROJECT SUPERVISOR FOR CONSTRUCTION (PSCS)

- To develop a Safety & Health Plan for construction stage, based on the Preliminary Safety & Health Plan at Design Stage, and make adjustments to such plan where required to take account of the progress of the work and any changes which occur. Further guidance can be sought from the 'Guidelines on the Procurement, Design and Management Requirement of the Safety, Health and Welfare at Work (Construction) Regulations 2013.
- Take account as regards the plan, at all times during the construction stage, of sections 20 of the Act and of other work activities taking place on the site.
- Specifically ensure that detailed safe methods are developed to ensure control of risk referred to as particular risks (as set out in the 2007 General Application Regulations).
- Include in the plan, rules for the execution of the construction work which rules are required for the purposes of the safety, health and welfare of persons at work and ensure that the plan any rules contained in it are in writing and that they are brought to the attention of all contractors and other relevant persons who may be affected by them.
- Co-ordinate the implementation of the general principles of prevention specified in the second Schedule of these Regulations, when deciding technical or organisational aspects and estimating the time required for completing the work stages.
- PSCS must appoint a Temporary Work Design Coordinator and get approval from the PSDP before proceeding with any temporary designs on this project. PSCS must further ensure all contractors appoint a Temporary Work Design Coordinator.
- Co-ordinate the implementation of any relevant requirements of these Regulations.
- Organise the co-operation between contractors (including successive contractors of the same site) and other and the co-ordination of their activities in relation to a project with a view to protecting persons at work and preventing accidents and injury to health and monitor such co-operation and co-ordination.
- Organise the implementation of regulation 21 of the Act, in particular in relation to the provision of information, monitor such implementation and, if information provided is inadequate take appropriate corrective actions as set out in regulation 20 of these regulations.
- Co-ordinate the implementation by contractors of regulation 24 (d) in relation to any accident or dangerous occurrence and keep available for inspection a record of any information provided to the project supervisor under that regulation and monitor such co-ordination and if the Authority requests information in relation to that record, comply with the request as soon as possible.
- Take measures to ensure adequate information is provided to all parties to enable the project to be completed. Provide appropriate information to the site Safety Representative.
- Co-ordinate arrangements which facilitate the provision and maintenance, in an appropriate condition, of the site welfare facilities for all persons at work on the construction site, in accordance with Part 14 Regulation 98-105 the Safety, Health & Welfare at Work (Construction Regulations) 2013
- The PSCS shall take appropriate corrective action as set out in Regulation 20, where contractors or others do not comply with one or more of paragraphs (1) (b) to (e), (g) and (h) and (3)(b) of this regulation.
- The PSCS shall maintain and keep available for inspection a record of the names of persons at work at the construction site with which regulation 19 applies as provided by each contractor under regulation 25(2).
- The PSCS shall keep appropriate records and copies of relevant documentation in relation to paragraph (1) (e) and (4) and regulation 16 and 22 for 5 years after the date of preparation of the records or documents.
- Co-ordinate arrangements for checking the implementation of safe working practices.

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- The project supervisor for the construction stage may give directions to each person who is a designer, contractor or other relevant person, with directions, if carried out, will assist or enable compliance by the project supervisor with the duties imposed by these regulations on the project supervisor.
- Confirm the directions in writing, including a time frame for their execution, if the project supervisor considers that the person to whom the directions were given has not carried out the directions, the PSCS shall notify the authority, the client and the person to whom the direction was given and include any correspondence or directions given to the person(s). Any notifications given to the authority, client or other must be kept alone with the safety and health plan.
- The PSCS of a project shall co-ordinate arrangements among contractors to ensure the provision of the relevant information, in writing, necessary for the PSDP to complete the safety file. The PSCS must provide in writing to the PSDP all the relevant information necessary for the PSDP to complete the safe file.
- Facilitate the appointment of the site safety representative (regulation 23).
- Inform the site safety representative when an inspector arrives on site.
- Co-ordinate measures to ensure that relevant persons have Safe Pass & CSCS.
- Co-ordinate measures to permit authorised persons only on to the construction site.
- Put procedures in place to ensure that all
- Personnel have the correct personal protective equipment to go on to site and that this equipment is worn at all times.
- Notify the Health and Safety Authority before work commences, this will only apply where work is planned to last longer than 30 days or where the volume of work is scheduled to exceed 500 person-days, include the date the Health & Safety Plan design Stage & Construction Stage were received.

DUTIES OF CONTRACTORS

It shall be the duty of every contractor –

- To comply with the provisions of the Safety, Health & Welfare (Construction Regulations) 2013.
- To comply with the provisions of the Safety, Health, & Welfare at Work (General Application) Regulations 2007 - 2016
- To co-operate with the project supervisor appointed for the construction stage to enable such project supervisor to comply with the relevant statutory provisions.
- To provide promptly to the project supervisor appointed for the construction stage any information (including a copy of any relevant safety statement prepared under section 20 of the Act) which is likely to affect the health or safety of any person at work on the project or which might justify a review of the safety and health plan. Contractor Safety Statements must be site / project specific.
- Contractors must appoint a Temporary Work Design Coordinator and get approval from the PSDP before proceeding with any temporary designs on this project.
- To take into account any directions of the project supervisor appointed for the construction stage and design stage,
- To provide the project supervisor appointed for the construction stage with the information in relation to any death, injury, condition or dangerous occurrence which the contractor is required to notify or report under the Principal Regulations,
- To apply, where appropriate, the general principles of prevention specified in the second Schedule of the Principal Regulations in a consistent manner and in particular in relation to the matters specified in the Third Schedule in order to protect the health and safety of persons at work,
- To facilitate the performance of the site safety representative of the functions of site safety representative under the construction regulations.

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- To promptly provide the PSCS, in writing, with all the relevant information necessary to prepare the safety file.
- To comply with directions given under the regulations by the PSDP or by the PSCS.
- To bring to the attention of the contractors' employees any rules applicable to them contained in the safety and health plan.
- To comply with the safety and health plan and any rules in the plan that is applicable to the contractor or to the contractor's employees.
- To develop a Safety & Health Plan for construction stage, based on the Preliminary Safety & Health Plan at Design Stage, and make adjustments to such plan where required to take account of the progress of the work and any changes which occur.
- It shall be the duty of the PSCS to prepare a safety file.
- Specifically ensure that detailed safe methods are developed to ensure control of risk referred to as particular risks (as set out in the 2007 General Application Regulations).
- Co-ordinate the implementation of the general principles of prevention specified in the First Schedule of the Principal Regulations.
- Co-ordinate the implementation of any relevant requirements of these Regulations.
- Co-ordinate the implementation by contractors of regulation 9(1) e (to provide the PSCS with information relating to any death, injury, condition or dangerous occurrence which the contractor is required to report to the H.S.A) and keep available copies of information provided (regulation 6(2) e (111), co-ordination of contractors).
- Provide appropriate information to the site Safety Representative (regulation 6(2) e (iv))
- Prepare emergency procedures for all foreseeable situations during demolition and construction of the building.
- Organise co-operation between contractors and co-ordination of their activities in relation to the project with a view to protecting persons at work and preventing accidents and injury to health.
- Take measures to ensure adequate information is provided to all parties to enable the project to be completed.
- Co-ordinate arrangements for checking the implementation of safe working practices.
- Facilitate the appointment of the site safety representative (regulation 7).
- Inform the site safety representative when an inspector arrives on site.

The Safety, Health & Welfare at Work (General Application) Regulations 2007 – 2016 -Part 4 Work at Height.

- The Regulations apply to all work at height where there is a risk of a fall liable to cause personal injury.
- They place duties on employers, the self-employed, and any person that controls the work of others (for example facilities managers or building owners who may contract others to work at height).
- As part of the Regulations, duty holders must ensure:
 - all work at height is properly planned and organised.
 - those involved in work at height are competent.
 - the risks from work at height are assessed and appropriate work equipment is selected and used.
 - the risks from fragile surfaces are properly controlled.
 - equipment for work at height is properly inspected and maintained.

There is a simple hierarchy for managing and selecting equipment for work at height. Duty holders must:

- avoid work at height where they can.
- use work equipment or other measures to prevent falls where they cannot avoid working at height; and

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- where they cannot eliminate the risk of a fall, use work equipment or other measures to minimise the distance and consequences of a fall should one occur.

- The Regulations include schedules giving requirements for existing places of work and means of access for work at height, collective fall prevention (e.g. guardrails and working platforms), collective fall arrest (e.g. nets, airbags etc), personal fall protection (e. work restraints, fall arrest and rope access) and ladders.
- While the Regulations apply to all places of work, there is an obvious significance for construction work, especially since parts of the Safety, Health and Welfare at Work (Construction) Regulations 2001 have been revoked - i.e. Regulations 25, Regulations 51 to 79 – it should be noted that this is the Work at Height Section of the Construction Regulations – Regulations 83 and 87.
- The specific issues that will impact on construction projects are:
- The “2 metre rule”, i.e. the requirement for handrail above 2 metres (old regulation 69(1) of the Construction Regulations), has been revoked and now at what height fall protection is required will depend on the risk assessment. The employer will have to decide if measures required by these regulations were not taken, could an employee fall a distance liable to cause personal injury regardless of the height.
- Work at height must be adequately planned and supervised taking into account the risk assessment.
- Collective fall protection measures are given priority – e.g. nets and safety decks etc. (it should be noted that this has always been the case, but it is restated here.
- A mid rail is now required where there is a guardrail.
- Employers are required to protect employees from falling objects and to restrict unauthorised entry.
- Inspections are required for work equipment such as guardrails, working platforms etc. and where used for construction work and possible to fall 2 metres or mores, then must be inspected in the previous 7 days.
- The schedules at the rear of the Regulations, outline in more detail the requirements for guardrails (Schedule 2), Working Platforms (Schedule 3 Pt. 1), Scaffolding (Schedule 3, Part 2), ladders (Schedule 6).

Ladders / Step Ladders

- It should be noted that these Regulations DO NOT ban the use of ladders as a place of work - Ladders can be used if after assessing the risks, the use of more suitable work equipment is not justified because of the low risk and short duration.
- Ladder must be fit for purpose and have a current GA 3 form present on site.
- Short duration is taken to be between 15 and 30 minutes depending upon the task.
- Ladders can also be used for low-risk work where there are features on the site that mean a ladder must be used.

Appendix 4 – Clients Requirements

CLIENT EMERGENCY PROCEDURES

CLIENT SITE RULES AND OTHER RESTRICTIONS ON CONTRACTORS, SUPPLIERS AND OTHERS, E.G. ACCESS ARRANGEMENTS TO THOSE PARTS OF THE SITE WHICH CONTINUE TO BE USED BY THE CLIENT

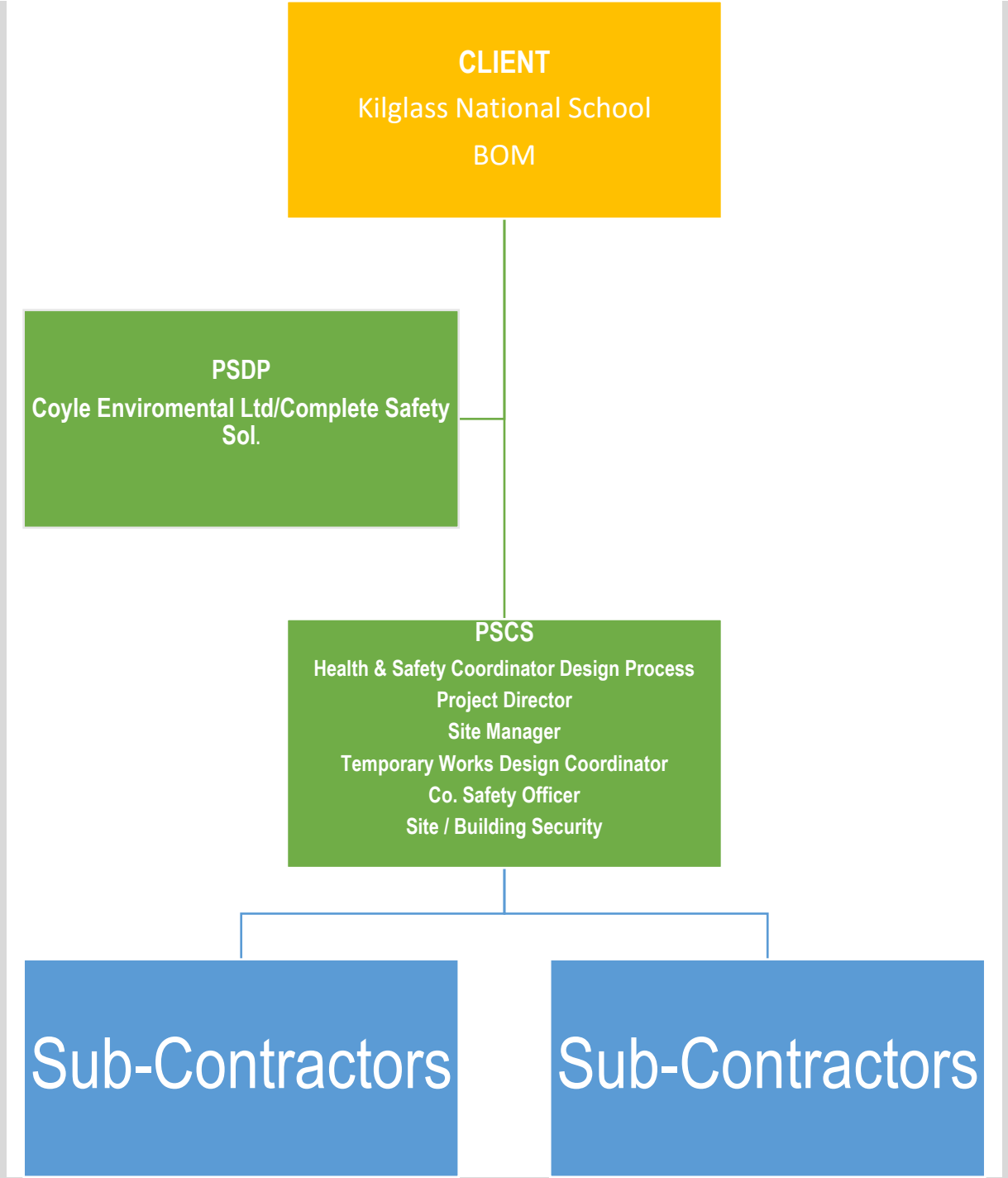
Design Team, PSCS & the Client will hold regular meetings where all members will be requested to attend. Contractors can request information, voice concerns / suggestions at this meeting.

- PSCS/contractors must obtain a work permit from the Client in advance of the works commencing.
- PSCS/contractors must acknowledge this document and prepare, developed stage plan (PSCS) method statements and site-specific safety statements for their works in consideration of same.
- Performing hot works on site is to be avoided – should hot work be required a daily hot work permit will be required from the PSCS.
- PSCS/ contractors in consultation with the client must ensure that all emergency evacuations routes and assembly points are maintained clear at all times.
- noisy work is prohibited before 8am / between 1 -2.00pm and after 5pm.
- Contractors must acknowledge site specific rules laid down by the PSCS, inductions, permits, working hours, supervisor's requirements, provision of barriers etc.
- Suitable safety signage must be erected on the approach to all work areas; this will include skips, crane, contractor compound etc.
- The contractor will be fully responsible for cleaning areas affected by the proposed works.
- No eating or drinking on site except in designated areas
- No smoking in the building
- PSCS/contractors will be responsible for providing their own fire extinguishers, first aid kits etc.
- Contractors must note that the Client will not provide any parking for contractors on this project; contractors must also note that the vast majority public parking in the Client is pay parking.

Appendix 5 - Staff Organisation Structure Chart

CLIENT STRUCTURE & ORGANISATION

PSCS to add in details of contractors and staff appointed in the Construction Stage



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Appendix 6 – Design Risk Register

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		All work at heights must be carried out in accordance with the Safety Health and Welfare at Work (General Application) Regulations 2007; Part 4 Work at Heights. The contractor will be expected to prepare a detailed method statement in advance of all work at height.			
5	Cranage Activities Slewing tank with excavator/ lorry mounted crane	The contractor must ensure that all cranage activities are controlled and that loads can be secured bearing in mind what is required to be lifting (concrete tanks). All cranage activities must be coordinated by trained and experiences personnel in consultation with the PSCS. Lifting tackle and its necessary component must be certified/fit for purpose and within current inspection times. Weather conditions must be monitored at all times. As the ground surface is of soil composition it will be important that all lift with mechanical equipment are planned and coordinated.	Contractor PSCS	Construction	
6	Manual Handling effort	This project will involve significant manual handling. Chosen contractor to choose methods where the human element is eliminated. Where this may not be possible the personnel in question must be trained in manual handling and a risk assessment prepared by the contractor in question.	Contractor PSCS	During Construction	
7	Working Externally	Weather conditions will need to be monitored on an ongoing basis, the possibility of materials falling and blowing away must be considered by the contractor, all materials must be tied or secured down.	Contractor PSCS	Construction	
8	The removals of waste.	Waste materials and materials must be removed from site in a safe manner and using a licensed/permitted waste contractor as required.	Contractor	Construction	

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9	Unknown quantity	The main hazards are that of interaction with Client staff, interaction with pupils and visitors and working at height. The contractor must acknowledge this fact and ensure all necessary precautions are taken during the work. Suitable PPE will be a minimum. Competent personnel must be chosen for this project with experience working on tertiary systems etc. The PSCS/contractor must visit the site in advance of works commencing to assess resources necessary to complete works safely.	PSCS Contractor	Construction	
10	Working with Cement	Contractors must ensure that all works associated with cement must be controlled and risk assessed.	PSCS		
11	Confined spaces	PSCS to ensure that works in confine spaces are planned in a manner that an emergency rescue can be performed. Competent personnel are engaged for works in confined spaces and all necessary checks are completed prior to entry.	PSCS Sub-Contractor	During installation/ commissioning etc.	

Drawing -Site LAYOUT

