

**Scoil Mhuire, Brierhill - Enclosure and
Upgrade of External Link Corridor /
Walkway**

Preliminary Safety and Health Plan

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Foreword

The Client requires full implementation of all relevant Safety and Health Regulations by the design team and contractor to ensure the safe construction of the development at **Scoil Mhuire, Brierhill - Enclosure and Upgrade of External Link Corridor / Walkway** and associated works.

1. The Client has appointed in writing a competent PSDP.
2. The PSDP has notified the HSA (Appendix I) and has prepared a Preliminary Safety and Health Plan.
3. The PSCS must prepare Site Specific Risk Assessments and the Developed or Final Construction Stage Safety and Health Plan.
4. The PSCS must hold a site induction meeting, to bring to the attention of all relevant personnel, the contents of any Safety & Health Plan method statements & site specific risk assessments.
5. The PSDP will ensure compliance of all temporary works designers and specialist designers with their duties under the Regulations.
6. The PSCS must assemble and collate the relevant records for inclusion in the Safety File.
7. The PSDP will compile the Safety File and deliver it to the Client upon completion of the Works.

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1.0 Introduction

This Preliminary Safety and health Plan has been prepared for the proposed works associated with the construction works at Scoil Mhuire, Brierhill - Enclosure and Upgrade of External Link Corridor / Walkway. Coughlan Consulting Engineering will be acting as PSDP for the duration of the project.

Contractor to co-ordinate and co-operate with the PSDP, PSCS and other designers in accordance with the Safety Health and Welfare at Work (Construction) Regulations 2013 and any subsequent amendments.

The purpose of this plan is to identify features of design and construction affecting Safety and Health to the Project Supervisor for the Construction Stage (PSCS) for the development of the Construction Stage Safety and Health plan.

This plan has been prepared in accordance with the requirements of the Regulation 12(1) (a) of S.I. No. 291 of 2013, of the Safety, Health and Welfare at Work (Construction) Regulations 2013. This revision of the preliminary plan has been prepared based on information provided by the designers, Client and by reference to the attached appendices of this document.

The information contained in this plan has been prepared prior to the commencement of work onsite and prior to the appointment of the Contractor. It does not take account of any matters or information which may come to light after that time.

A copy of this Safety and Health Plan is to be made available to all identified project personnel and any subsequent revisions to the plan will be circulated to all parties.

On appointment, the contractor for the execution of the works shall be appointed as Project Supervisor Construction Stage (PSCS) in accordance with the requirements of the Health, Safety and Welfare at Work (construction) Regulations 2013.

2.0 Description of the Project

2.1 Project Description

The project entails works to Scoil Mhuire, Brierhill for the infilling of existing walkway area, levelling of existing floor slab, infilling wall structure, new toilet facility, drainage alterations, weathering of roof structure, mechanical and electrical modifications and associated works.

The principal issues identified are summarised below:

- Persistent water ingress through leaking rooflights, cracks in the concrete roof slab and poorly detailed junctions, causing pooling water and ongoing slip hazards.
- Open-ended sections at the corridor's eastern end and an unsealed roof junction above the main internal double doors, creating wind tunnel conditions, door slamming hazards and severe heat loss.
- Rainwater downpipes discharging onto the corridor surface due to lack of connection to underground drainage, contributing to standing water at the base of the corridor and damage to existing doors.
- Non-compliance and safety concerns in relation to escape doors (non fire-rated doors) and unreliable / non-functional emergency lighting in the corridor.
- Safeguarding and supervision risks arising from uncontrolled external access points and blind spots created by the current open corridor configuration.
- Heating inefficiency in the 2017 extension due to heat loss and constraints in existing heating pipework serving the extension and corridor area.

It is recommended that the corridor be fully enclosed and upgraded to provide a weather-tight and energy-efficient link, with replacement of rooflights and improvement of roof detailing, provision of appropriate drainage, upgrading of doors where required for fire performance, repairs to emergency lighting, incorporating the visitor toilets, removing the existing internal downpipes and instead routing these externally/at roof level and associated building services modifications as set out in Section 7.

The proposed scope of works is to enclose and upgrade the corridor to provide a weather-tight, energy-efficient, safe and accessible link between the 2006 wing and the 2017 extension. The works will address building fabric defects, drainage, and key safety / compliance items, together with associated mechanical and electrical modifications required to support the upgraded corridor.

The proposed works include (non-exhaustive):

- Remove existing rooflight coverings and install new proprietary rooflight units on compliant upstands, complete with appropriate waterproofing and flashing details.
- Provide a new liquid-applied waterproofing system to the concrete roof deck, including reinforcement at junctions, upstands, penetrations and perimeter details.
- Form a weather-tight closure to the existing roof-to-wall junction above the main internal doors and enclose the currently exposed corridor ends with appropriate glazing / screen elements.
- Provide suitable drainage connections for downpipes and address surface water management to eliminate standing water and improve slip resistance.
- Upgrade or replace doors / screens as required (including fire performance where applicable) and provide fire-rated glazing where required by design.
- Repair / upgrade emergency lighting and signage in the corridor.
- Address heating inefficiency serving the extension / corridor area by upgrading pipework, pumps and controls as required, and providing insulation to pipework.
- Make good internal finishes and provide robust, cleanable wall / ceiling linings and floor finish suitable for a high-traffic school circulation route.
- Incorporating the visitor toilets element, and
- Removing the existing internal downpipes and instead routing these externally/at roof level, along with any other adjustments you feel are required.

2.2 Site Location

The Site of Scoil Mhuire, Brierhill is located at Castlegar, Co. Galway, H91 E5C9. The school is accessed off the R339 along an access road. Car parking to the school is provided to the north and the access road to the west is also used for parking. There are playing fields to the east of the school.

2.3 Live School Site Security

The security of the construction area is of particular concern. The school has autism classes, including pupils who may display significant flight-risk behaviours. Contractors must understand that a robust standard of physical segregation and access control is essential.

The Works Requirements, preliminaries and Preliminary Safety and Health Plan should include a mandatory **Live-School Site Security Schedule**, requiring at least:

- continuous secure separation between pupils and the works area;
- robust hoarding, fencing and lockable gates that cannot readily be opened, moved or breached by a child;
- no unattended gaps or temporary openings;
- controlled site access and signing-in arrangements;
- a named individual responsible for daily site security;

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- recorded inspections of all barriers, gates and access points before the school opens and before the contractor leaves;
- secure storage of tools, ladders, plant, chemicals and materials;
- separation of contractor, delivery and pupil circulation routes;
- controlled delivery and vehicle movements, particularly during arrival, break and dismissal periods;
- maintenance of school fire exits and emergency-service access;
- a specific procedure where a child approaches, enters or attempts to enter the works area;
- identification and safeguarding induction for all personnel;
- restrictions on access to occupied school areas and on photography;

2.4 Details of Client, Designers, PSDP and Other Consultants

The table below outlines the design team at tendering stage of the project.

Role on the Project:	Name:	E-mail & Phone Number
Client	Scoil Mhuire, Brierhill, Castlegar , Co. Galway, H91 E5C9	principal@brierhillns.com 091 751 543
Structural Engineer -	Coughlan Consulting Engineering/	robert@coughlanconsulting.ie , 0863872337
Architect		
Mechanical Engineer		
Quantity Surveyor		
Project PSDP	Coughlan Consulting Engineering	robert@coughlanconsulting.ie , 0863872337
H&S Co-ordinator		

2.5 Arrangement for Communicating and Coordinating with Designers, PSCS and others as Appropriate

2.5.1 Design Stage

The principal form of communications between Client, Designers and PSDP will be regular email communication and scheduled meetings.

2.5.2 Construction Stage

Progress of the works will be monitored by means of regular progress meetings, which will be attended by representatives of all designers, the PSDP, the Contractor and PSCS as necessary. These meetings will review general safety management of the project and compliance with the Regulations.

The PSDP will also undertake unscheduled site visits to review general safety management of the project and compliance with the Regulations.

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The PSDP will convene meetings as required to deal with specific issues such as traffic management, temporary works and the like. These meetings will typically include the relevant designer, the PSDP, the Contractor, the PSCS and the specialist supplier/designer.

It shall be in the responsibility of all the design team members and contractors to notify the PSDP and PSCS of any changes in writing.

The PSDP will promptly bring to the attention of the PSCS any design decisions that they are aware of.

The PSDP will notify the PSCS of any design decisions and provide them with sufficient information i.e. copies of documentation etc., in order for them to carry out the necessary assessments before the revised work is carried out and to give directions regarding same when the assessment has been completed.

The PSDP will be copied with the minutes of all onsite meetings where design decisions are involved and all written instructions of confirmation of verbal instructions issued by the Design Team. Health and Safety must be headed up as an item to be addressed at all Project Site meetings, including the contractor's meetings with designer's sub-contractors, suppliers, employees etc. and ensure that meetings have minutes documented.

2.6 Existing Information Made Available by the Client

2.6.1 Topographical Survey

A topographical survey has not been provided as part of the tender package (to be completed)

2.6.2 Existing Services

Record drawings and a GPR survey have been provided as part of the tender package; however, no guarantees are given as to the accuracy of record drawings/ GPR survey services locations. It will be the contractor's responsibility to confirm and locate services before commencing any section of the works and make himself aware of any services which may impact on the works. (to be completed)

Please refer to Appendix E for service provider record drawings.

2.6.3 Geotechnical Ground Investigation

Geotechnical ground investigation has not been provided as part of the tender package as works as considered minor in nature

2.6.4 Building Surveys

Each designer and the contractor will carry out appropriate inspections of the site to determine physical details and potential hazards.

2.6.5 Welfare Facilities

The contractor must provide his own stand-alone welfare facilities for the duration of the works.

3.0 Project Programme

3.1 Timescale

The contract allows a construction period of 8 weeks; however the Client and PSDP intend to allow adequate time for the contractor to complete the works in a safe manner. The works need to be carefully programmed to maintain a management system that protects the safety and health of all employees and other persons not directly involved with the project that might come into contact with the works throughout the contract.

4.0 Clients Considerations and Management Requirements

4.1 Structure and Organisation

The Employer is Scoil Mhuire, Brierhill, Castlegar, Co. Galway, H91 E5C9. The project will be subject to periodic inspection by the Coughlan Consulting Engineering.

4.2 Safety Objectives of the Project and Arrangements for Monitoring and Review

4.2.1 Policy

It is the Client's objective to protect the safety of those engaged in Construction Works and those affected by such undertakings by the best practicable means.

This is to be achieved by:-

- a) Employing the highest recognised safety standards in planning and execution,
- b) Compliance with relevant statutory provisions,
- c) Provision of necessary training and development to staff,
- d) Deployment of necessary resources to ensure compliance,
- e) Monitoring and auditing of compliance.

4.2.2 General Principles of Prevention

The General Principles of Prevention shall be applied in accordance with the Safety, Health and Welfare at Work Act 2005 and Schedule 2 of the Safety, Health and Welfare at Work (Construction) Regulations 2013.

4.2.3 Specific Objectives

- a) Avoidance of any notifiable accidents within the contractor's workforce, or visitors to site.
- b) Avoidance of road traffic accidents on surrounding roads.
- c) Avoidance of environmental nuisance whether by vibration, noise, dust, pollution or other incident.

4.2.4 Client Considerations and Management Requirements

The parties responsible for the compilation and implementation of the Safety & Health Plan are as follows:-

Client

The client has appointed a competent PSDP in writing, will supply all relevant Safety Files and safety information to the PSDP for inclusion in the Preliminary Health and Safety Plan, and will appoint a competent PSCS in writing.

Project Supervisor for the Design Process (PSDP)

Coughlan Consulting Engineering has been appointed in writing by the client as PSDP. The Health and Safety co-ordinator will co-ordinate the Health and Safety aspects of the project's design, including the preparation of the Preliminary Safety & Health Plan and the Safety File.

Designers

Any person who carries on a trade, business or other undertaking in connection with which they (a) prepares a design, (b) arranges for any person under his control to prepare a design. This applies to all design work undertaken.

Project Supervisor for the Construction Stage (PSCS)

The person appointed by the client in writing to manage the construction work, control, co-ordinate and implement the health and safety requirements during the construction phase. The PSCS will also provide all necessary information to the PSDP to complete the Safety File.

Contractor/Sub-Contractor

Any person engaged by the Main Contractor to carry out construction works under the direction of the Main Contractor/Project Supervisor for the Construction Stage.

Safety Officer

The person(s) appointed, in accordance with Regulation 26 of the Safety, Health and Welfare at Work (Construction) Regulations 2013, to advise the contractor(s) as to the observance of statutory requirements, exercise a general supervision of the observance of the statutory requirements, and the promotion of the safe conduct of work generally.

Site Representative

The person appointed/elected in accordance with Regulation 23 of the Safety, Health and Welfare at Work (Construction) Regulations 2013, who may obtain safety information from the Project Supervisor for the Construction Stage (PSCS), make representations to the PSCS or contractor(s) onsite, investigate accidents and dangerous occurrences, make representations to HSA inspectors, carry out safety inspections, investigate potential hazards and complaints, and accompany HSA inspectors whilst they are onsite.

Project Supervisor for the Construction Stage/Safety & Health Plan

The Project Supervisor for the Construction Stage must comply with the Safety, Health and Welfare at Work (Construction) Regulations 2013. It is the responsibility of the Project Supervisor for the Construction Stage to develop the Safety & Health Plan for the Construction Stage. This involves the implementation of the Safety Health Plan and any required amendments.

All Contractors must make available to the Project Supervisor for the Construction Stage any information that will have implications to the safe maintenance of the facility for inclusion in the Safety File as the work progresses.

Selection of the Project Supervisor for the Construction Stage

It is intended, unless otherwise agreed between the Project Manager and the client, that the successful tenderer shall be appointed as the Project Supervisor for the Construction Stage in accordance with the Safety, Health and Welfare at Work (Construction) Regulations 2013. The PSCS will be required to provide details of their competency to undertake the role of PSCS.

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The Project Supervisor for the Construction Stage will receive a copy of the Preliminary Safety & Health Plan, as part of the tender documents. The Preliminary Safety & Health Plan details the Particular Risks involved in this project.

It shall be the responsibility of the Project Supervisor for the Construction Stage to develop the Preliminary Safety & Health Plan into the Construction Stage Safety & Health Plan PRIOR to commencing work on this project. Please refer to competency Assessment for Contractor/PSCS in Appendix D.

The Project Supervisor for the Construction Stage must forward a copy of the Construction Phase Safety & Health Plan to the Client/Project Supervisor for the Design Process for approval PRIOR to commencing any works onsite.

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4.2.5 Arrangements for Monitoring and Review

- a) The PSDP will ensure that the design is in compliance with the General Principles of Prevention.
- b) Each Permanent Works Designer will certify compliance with their duties under the Safety Health and Welfare at Work (Construction) Regulations 2013 in the attached format or similar approved. (Appendix B).
- c) Temporary works designers will certify compliance with their duties under the Safety Health & Welfare at Work (Construction) Regulations 2013 in the attached format or similar approved. (Appendix B).
- d) The Contractor will submit a report on general health and safety matters at each progress meeting.
- e) The Contractor will submit a schedule of inspections to be carried out by the Contractor's safety officer and submit any reports to the Project Manager and PSDP.
- f) The Contractor will maintain a log of all accidents, incidents and near misses on any site. Any such event shall be immediately notified to the Project Manager. The Contractor is to continually take account of all such events in preparation of method statements throughout the course of the works. Reporting of near misses to be incentivised to allow for the identification of hazards and amendments to work practices.

4.3 Permits and Authorisation Requirements

- a) A Permit-To-Work will be required for interruption of all live services and should include details of the service, a statement on proof of isolation, certificates and records of services including a map (if applicable) of the services diverted.
- b) Temporary works shall not be executed until the relevant Temporary Works Design Certificate has been signed by the Relevant Temporary Works Designer and the PSDP and returned to the Contractor.
- c) A Permit-To-Work will be required for all hot works and a fire watch shall be maintained until there is no longer a risk of fire.
- d) Should the Contractor be aware of such activities that require a permit to work then they must be drawn to the attention of the Project Supervisor and be included within the Safety and Health Plan for Construction.
- e) A Permit-To-Work (from local management) will be required for all works which may affect the services, alarm systems or access/circulation in any facility.
- f) Asbestos removal shall not be undertaken until a copy of all notifications to or permits received from the Health and Safety Authority or Local Authority is issued to the PSDP/Client

4.4 Emergency Procedures

- a) The Contractor will draw up an Emergency Plan in compliance with Section 11 of the Safety Health & Welfare at Work Act 2005.
- b) The Contractor will brief all site personnel on the emergency procedures.
- c) The Contractor is to provide access and facilities at all times for Fire Service and maintain an emergency evacuation procedure throughout the progress of the works. A competent person should be appointed to act as fire marshal and the proposed fire emergency procedures are to be described in the Safety and Health Plan for Construction. The adopted procedures are to be brought to the attention of all operatives and visitors to the site.
- d) Care should be taken to ensure all emergency routes are to remain open throughout the duration of the works for both the site and for neighbouring buildings. Materials, stores, skips, site accommodation etc. will be positioned so as to ensure that emergency access/egress remain unobstructed.
- e) The Contractor will brief all site personnel on the emergency procedures.

4.5 Site Rules and Other Restrictions

- a) Prior to commencing works, a Risk Assessment must be completed and a safe system of work must be prepared for inclusion in the Developed Safety & Health Plan. All works must be carried out in accordance with the Developed Safety & Health Plan. **Works may not commence until this has been completed.**
- b) Prior to works commencing the PSCS / Contractor shall agree, with Wicklow County Council and surrounding businesses and , construction routes and times of access. In all cases pre-work planning shall ensure that:
 - i. Work vehicles are parked safely and not constitute a risk to occupants or others.
 - ii. Access routes are free from obstruction or slip/trip hazards.
 - iii. Surfaces are maintained in a manner that prevents slips due to substance contamination or wet surfaces.
 - iv. All works are carried out with minimum disruption to the existing roads network, businesses. Loading/unloading is carried out at a time that eliminates or reduces the exposure of workers and the public to risk.
 - v. Safe access and egress is provided to the site for personnel, plant, and equipment, and ensure it is maintained for the duration of the project.
 - vi. Safe access is provided and maintained for emergency services / vehicles for the duration of the project.
 - vii. Loading/unloading is carried out at a time that eliminates or reduces the exposure of surrounding businesses.
- c) Where works will be taking place at height / overhead the PSCS must ensure a method statement is prepared prior to works commencing and implemented through the course of the works. While works are ongoing overhead, adequate safety measures are to be in place to protect site personnel and third parties.
- d) When work is being carried out inside a building, it is essential that all access and egress in the building is maintained. Corridors and stairways must be kept free of obstacles. Escape routes must be maintained during the course of the work.
- e) Any proposed changes to normal routes through the building must be notified to the building management and the building occupants in advance and must not impact on existing fire safety arrangements.
- f) Strict housekeeping and cleaning regime to be established by the contractor in regard to protection of access routes used or accessed by members of the public and staff in all buildings. The storage of materials outside normal working hours is only allowed on the authority of building management. Under no circumstances should flammable liquids or materials be stored in stairwells or fire escape routes at any time.
- g) The PSCS must ensure that all construction areas are adequately secured against third party / public intrusion by means of exclusion zones / physical barriers. In addition, the PSCS must ensure that Method Statements are prepared prior to works commencing and implemented throughout the course of the works.
- h) For demolition works a competent person must be appointed to supervise works, adequate safety measures are to be in place (exclusion zones, warning signs, etc.) and a detailed method statement is to be prepared by the PSCS prior to works beginning, and implemented throughout the course of the works. Demolition works to be undertaken in accordance with BS 6187:2011.

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- i) The contractor and all persons engaged by him to provide services or supplies will comply with the Contractors Developed Safety Plan. The Safety Plan or method statements in all cases will be agreed with the Client/PSDP/Design team before works commence.
- j) The contractor is to implement an appropriate booking in and out system for all site operatives and visitors. Procedures for Safe Pass and other certification methods are to be implemented.
- k) The parking of Contractors vehicles will not be permitted anywhere other than designated parking areas on the site compound, as agreed with the relevant third party landowners. It is imperative that site traffic maintain low speed both whilst approaching and when on the site compound.
- l) The contractor shall ensure that each worker:
 - i. Is in possession of a valid safety awareness registration card referred to in Schedule 4 of the Construction Regulations 2013 (Safe Pass or equivalent), and
 - ii. Is in possession of an appropriate valid construction skills registration card referred to in Schedule 5 of the Construction Regulations 2013, if the worker engages in any of the tasks specified in that Schedule, and
 - iii. Has received site-specific safety induction instruction. Please note Site Inductions will be the responsibility of the main contractor after having taken ownership of the site for the duration of the works.

4.6 Activities on or Adjacent to the Site During the Works

No other activities are planned on the site while this contract is being executed.

4.7 Arrangements for Liaison between Parties

The Client recognises the need for effective communication and liaison between the parties involved in the project, so that its safety objectives can be delivered.

It will provide for the attendance of its designers at regular meetings on-site. It will facilitate contacts between the contractor and any third parties and will institute a procedure to involve and inform all relevant parties. The Contractor will nominate a specific liaison officer who will deal with such matters.

Ongoing communications are expected in regard to the following:

- a) Method statements.
- b) In the event of unforeseen circumstances or situations occurring on site, particularly where they may affect “Particular Risk” elements or the time scale for the project.
- c) Changes/possible changes to design affecting overall constructability of the facility.
- d) Co-ordination, management of the design, construction of temporary works requirements.
- e) Reports of any accidents or incidents/dangerous occurrences that may occur.
- f) Report of any visits by the Health & Safety Authority.
- g) Whether delays and/or changes to the programme result in health & safety issues.

The Project Supervisor (Construction) should bring to the attention of the Project Supervisor (Design) any significant safety issues or implications of which he becomes aware

4.8 Security Arrangements

Construction sites by their nature pose high risks for members of the public, surrounding businesses, etc., and all work areas shall be securely hoarded off, with appropriate signage to deter trespassers.

The contractor must ensure that the works do not compromise the security of the property and the contractor shall comply with any access control systems currently in operation.

4.9 Risk Assessments

The “Designer” is a person or company engaged in work related to the design of a project. The term design, in the Safety, Health and Welfare at Work (Construction) Regulations 2013, means the preparation of drawings, particulars, specifications, calculations, bills of quantities in so far as they contain specifications or other expressions of purpose according to which a project, or any part or component of a project, is to be executed. The Designer is therefore any person who is engaged to do such work, including:

- a) Architects;
- b) Engineers;
- c) Surveyors;
- d) Contractors carrying out design work;
- e) Specialist suppliers.

Designers are required under Regulation 15 of the Construction Regulations 2013 to produce and circulate to the design team and PSDP, written risk assessments indicating how risk has been managed in the design process, and what residual risks remain in the final design. The control measures assumed or required in order to control the risks must also be provided in writing.

Design Risk Assessments prepared by the design team will be made available to the PSDP and PSCS.

Design Risk Assessments prepared by the design team to be submitted with each design package for review/comment.

4.10 Traffic Management Plan

The PSCS shall produce a traffic management plan in accordance with Chapter 8 of the Traffic Signs Manual, showing how traffic related risks will be minimised. Traffic management plan to be agreed by the Client.

The following (non-exhaustive list) should be addressed in the traffic management plan:

- a) What active measures will be taken to protect pedestrians, cyclists and vehicular traffic during site entry and exit by plant, machinery and deliveries.
- b) Details of truck movements to and from the site during the construction period;
- c) What signage will be erected to ensure safe traffic movement.
- d) Any heavy vehicles (e.g. mobile cranes) will be restricted to designated routes as these routes are largely over below-ground basement car parking.

The main contractor is to implement an appropriate booking in and out system for all site operatives and visitors. Procedures for Safe Pass and other certification methods are to be implemented.

The parking of Contractors vehicles will not be permitted anywhere other than designated parking areas on site. It is imperative that site traffic maintain low speed whilst approaching and when on the site.

5.0 Environmental Restrictions and Existing On-Site Risk

Safety Hazards

5.1 General Safety Hazards

The contract allows a construction period of 15 months; however the Client and PSDP intend to allow adequate time for the contractor to complete the works in a safe manner. The works need to be carefully programmed to maintain a management system that protects the safety and health of all employees and other persons not directly involved with the project that might come into contact with the works throughout the contract. See overleaf for a non-exhaustive list of hazards that may be encountered in this project.

Preliminary Safety and Health Plan

The following is a non-exhaustive list of hazards that may be encountered in this project.

<i>General Safety Hazards</i>		
<i>Overhead cables</i>	<i>Hazardous chemicals</i>	<i>Scaffolding</i>
<i>Live Traffic</i>	<i>Hedge Cutting</i>	<i>Sharps</i>
<i>Road Plant and Equipment</i>	<i>Horticultural plant and equipment</i>	<i>Site tidiness</i>
<i>Inappropriate speed on adjacent roads</i>	<i>Hydraulic jacks</i>	<i>Skips</i>
<i>Access/Egress</i>	<i>Infectious disease</i>	<i>Asbestos</i>
<i>Bitumen Boilers</i>	<i>Inspection pits</i>	<i>Spraying</i>
<i>Biohazards</i>	<i>Interaction between road users and workers</i>	<i>Stepladders Trestles and staging</i>
<i>Abrasive wheels</i>	<i>Interfacing with property owners</i>	<i>Storage areas</i>
<i>Cartridge tools</i>	<i>Kitchens/canteens</i>	<i>Stores</i>
<i>Chainsaws</i>	<i>Dust</i>	<i>Fragile Roof Coverings</i>
<i>Compressed air</i>	<i>Ladders</i>	<i>Transport on site</i>
<i>Compressed air power tools</i>	<i>Lifting operations</i>	<i>Use of strimmers</i>
<i>Concrete/steel saws</i>	<i>LPG</i>	<i>Use of chlorine gas</i>
<i>Confined space entry</i>	<i>Manual handling</i>	<i>Use of fluorine gas</i>
<i>Delivery of petrol/diesel</i>	<i>Mobile access platform</i>	<i>Use of woodchipper</i>
<i>Driving vehicles</i>	<i>New employees</i>	<i>Vibration</i>
<i>Electric hacksaw</i>	<i>Noise</i>	<i>Visitors in unsupervised areas</i>
<i>Electrical equipment</i>	<i>Office housekeeping</i>	<i>Visual display units</i>
<i>Electricity</i>	<i>Office safety</i>	<i>Weil's disease</i>
<i>Emergency/night work</i>	<i>Operation of plant and equipment</i>	<i>Welding</i>
<i>Excavations</i>	<i>Outdoor work</i>	<i>Welfare</i>
<i>Field work</i>	<i>Pillar drill</i>	<i>Work at heights</i>
<i>Form work</i>	<i>Pillar grinder</i>	<i>Work at/near water/open tanks</i>
<i>Gas Cylinders</i>	<i>Personal protective equipment</i>	<i>Work in water</i>
<i>Grass cutting</i>	<i>Planting</i>	<i>High groundwater table</i>
<i>Grinding wheel</i>	<i>Pruning</i>	<i>Work adjacent to large fuel storage areas</i>
<i>Harmful agents</i>	<i>general maintenance</i>	<i>Work adjacent to large chemical storage areas</i>
<i>Ground contamination</i>	<i>Steam</i>	<i>Dust explosion</i>

Rotating equipment

Hot surfaces

Bird droppings

What is a biohazard? The term *biohazard* refers to any biological materials (microorganisms, plants, animals, or their byproducts) that pose a threat to the health of living organisms. Potential biohazards can be found anywhere – at your job, in your doctor's office, in your children's classrooms – and should be handled with extreme caution.

WHAT ARE SOME BIOHAZARD EXAMPLES?

- **Human blood and blood products.** This includes items that have been contaminated with blood and other body fluids or tissues that contain visible blood.
- **Animal waste.** Animal carcasses and body parts, or any bedding material used by animals that are known to be infected with pathogenic organisms.
- **Human body fluids.** Semen, cerebrospinal fluid, pleural fluid, vaginal secretions, pericardial fluid, amniotic fluid, saliva, and peritoneal fluid.
- **Microbiological wastes.** Common in laboratory settings, examples of microbiological wastes include specimen cultures, disposable culture dishes, discarded viruses, and devices used to transfer or mix cultures.
- **Pathological waste.** Unfixed human tissue (excluding skin), waste biopsy materials, and anatomical parts from medical procedures or autopsies.
- **Sharps waste.** Needles, glass slides and cover slips, scalpels, and IV tubing that has the needle attached.

5.2 Boundary and Access including Temporary Access

Each site entrance/access route will be as agreed with local Management. Please refer to tender drawings for proposed entrance/access route.

5.3 Adjacent Land Uses

The vicinity of the site is generally characterised by general town developments.

- a) School access is off R339
- b) Local access road to the north is the primary access point to the school
- c) Car parking areas are located to the north of the site
- d) Playing field are located to the east of the site

5.4 Location of Existing Services

Record drawings and a GPR survey by have been provided as part of the tender package; however, no guarantees are given as to the accuracy of record drawings/ GPR survey services locations. It will be the contractor's responsibility to confirm and locate services before commencing any section of the works and make himself aware of any services which may impact on the works (to be developed)

Please refer to Appendix E for service provider record drawings.

5.5 Ground Conditions

Not applicable

5.6 Existing Structures

There are no existing structures to be demolished on site

5.7 Asbestos

Asbestos shall be removed in accordance with the requirements outlined in the Safety, Health and Welfare at Work (Exposure to Asbestos) Regulations 2006 (S.I. No. 386 of 2006) and the Safety, Health and Welfare at Work (Exposure to Asbestos)(Amendment) Regulations 2010 (S.I. No. 589 of 2010).

Please also refer to HSA publication "*Asbestos Containing Materials (ACM's) in Workplaces - Practical Guidelines on ACM Management and Abatement*".

(Appendix 1 of the HSA document gives photographic examples of ACM's. Appendix 2 outlines specific guidance for ACM's (removal, maintenance etc.)).

5.7.1 Asbestos Removal

Asbestos removal shall not commence until:

- a) A copy of all notifications to or permits received from the Health and Safety Authority or Local Authority is issued to the PSDP/Client
- b) Arrangements have been made for disposal of waste at an EPA approved land fill site or waste brokerage.
- c) Arrangements have been made for containing and/or filtering of wastewater resulting from showering and other Removal activities.
- d) Containment, decontamination system, and waste bag out area are appropriately constructed.
- e) Tools, equipment and material waste receptacles are on-site.
- f) Suitable barricades and warning signs are established to restrict access to the work area to removal associated personnel only.
- g) All other preparatory steps have been taken and applicable notices posted, and permits are obtained from the HSA etc.
- h) A visitor and employee log-in log-out system is in place at the job site. All persons entering the site will be required to sign in and sign out.
- i) Sufficient differential pressure is established inside containment area or smoke test verification has taken place and been witnessed by the client or clients representative.

5.8 Health Risks Arising From Clients Activities

None envisaged at this stage of the project.

6.0 Significant Design and Construction Hazards

6.1 Design Assumptions and Control Measures

The following general hazards will be encountered in the construction of the facility and need to be taken into account by the Contractor:

Hazard	Control Measure
Services	The contractor shall satisfy himself as to the accuracy of any information which may be provided, prior to any work on services. No service may be interrupted without prior written approval of the service owner.
Dust, Noise & Vibration	The works require demolition of existing buildings and the contractor must minimise the potential nuisance from dust, noise and vibration.
Working at Height	Is considered to be a particular risk unless the contractor complies fully with the working at height regulations and such codes of practice as the HSA Code of Practice for Safety in Roof work 2011
Safe System of Work	The HSA document: <i>Safe System of Work Plan (SSWP)</i>

6.2 Arrangements for Co-Ordination of Ongoing Work and Handling Design Changes

- The PSDP will review the Safety Plan as it is developed by the PSCS and ensure that residual risks identified in the Preliminary Safety & Health Plan are adequately controlled. The PSDP will channel any queries to the original designers as appropriate.
- Value engineering or other proposals submitted by the Contractor will be considered and accepted only if they introduce positive safety features. All proposals will therefore be submitted with completed design risk assessments.
- Design changes arising on the Client side will be subject to the normal risk minimisation design process. Design changes will be implemented by means of a written Change Order / Determination. The PSDP will liaise as necessary with the relevant designer(s) and the PSCS to carry out the design risk assessment.

6.3 Significant Health and Safety Risks Likely to be Encountered - Works Involving Particular Risks

6.3.1 Works which put persons at work at risk of burial under earthfalls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site.

- In this regard, collective measures are considered more appropriate than individual harness systems (which must be certified before use). These risks will be controlled by the implementation of the normal regulations/codes of practice (HSA Code of Practice for Safety in Roof Work 2011) and safe working systems.
- Works involve deep excavation for foundations, drainage, petrol interceptors, pumping stations and the rain water harvesting tank. Sides of excavations to be battered to a

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safe angle of repose where possible. Where a safe angle of repose is not possible, temporary works, designed by a competent designer to be used.

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

- a) The works may involve exposure to:
 - i. Bitumen & Asphalt
 - ii. Glues, Solvents and Sealants
 - iii. Silica
 - iv. Lead
 - v. Man Made Mineral Fibres
 - vi. Asbestos
 - vii. Fuel/Oil
 - viii. Gas Oil
 - ix. Chemicals
 - x. Blue Cat Diesel Additive
 - xi. Hydraulic Oil
 - xii. Engine Oil
- a) Work on foul drainage lines and septic tanks will pose a risk of exposure to four groups of pathogens potentially present in such wastes: bacteria, viruses, protozoa and helminths. Appropriate PPE and hygiene practice must be employed.
- b) Workers are potentially at risk from exposure (infections) to various biological agents, which may include:
 - a. Leptospira or 'Weils' disease which is caused by a bacterium found in the urine of rats.
 - b. Health risks associated with coming into contact with pigeon droppings (e.g. histoplasmosis, cryptococcosis, and psittacosis).
- c) Employers are required, under the Safety, Health and Welfare at Work (Biological Agents) Regulations, to assess the risk of 'incidental exposure' to biological hazards, which would include the examples above. Good occupational hygiene practices should be implemented.

6.3.3 Work with ionising radiation requiring the designation of controlled or supervised areas as defined in Directive 96/29/Euratom4.

- a) None envisaged at this stage of the project.

6.3.4 Works near high voltage power lines.

- a) Proposed works involve LV (low voltage) cables and systems.
- b) There is an existing 'non-standard' ESB Substation incorporated within the existing bagging plant building that is rated at 200kVA and which currently supplies the Bord Na Móna site and three other ESB customers. The Bord Na Móna site currently has a supply MIC capacity of 150kVA.
- c) The Burke Site is supplied at 230V single phase by ESB Networks via an underground cable, which terminates in an outdoor metering cabinet mounted on a Prefabricated Security/Weighbridge Cabin located adjacent to the main entrance on the East of the site. ESB advised that this supply is fed from the Foynes Engineering Substation across the road and not from the BNM substation.
- d) The ESB has attempted to locate the exact route of their cables on the site but were unable to do so due to the depth of concrete / depth of cables - therefore exact cable routes are unknown.
- e) Observation, detection and application of the "Code of Practice for Avoiding Danger from Underground Services", published by the Health & Safety Authority, the "Avoidance of Electrical Hazards when Digging" and "Avoidance of Electrical Hazards when Working Near Overhead Electric Lines", published by the ESB will mitigate the risks.

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6.3.5 Work exposing persons at work to the risk of drowning, for example: works significantly below water table, work to bridges, culverts, work on or near the sea, lakes, ponds, Work carried out in a caisson with a compressed-air atmosphere.

- a) None envisaged at this stage of the project

6.3.6 Work on wells, underground earth work and tunnels, for example: excavated wells, underground earth works, tunnels, underpinning.

- a) None envisaged at this stage of the project.

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

- b) None envisaged at this stage of the project.

6.3.8 Work involving the use of explosives.

- a) None envisaged at this stage of the project.

6.3.9 Work involving the assembly or dismantling of heavy prefabricated components for example: heavy steel structural frame elements, heavy pre-cast concrete frame elements or heavy prefabricated plant items.

- a) None envisaged at this stage of the project.

6.4 Materials Requiring Particular Precautions

- a) All building materials shall be handled strictly in accordance with the relevant Material Safety Data Sheet.
- b) The works may involve exposure to:
 - i. Bitumen & Asphalt
 - ii. Glues, Solvents and Sealants
 - iii. Silica
 - iv. Lead
 - v. Man Made Mineral Fibres
 - vi. Asbestos
 - vii. Fuel/Oil
 - viii. Gas Oil
 - ix. Chemicals
 - x. Blue Cat Diesel Additive
 - xi. Hydraulic Oil
 - xii. Engine Oil

6.5 Safety of Non Construction Personnel

Main elements of public safety to be addressed in the developed construction Safety Plan and should include procedures in regard to the following (Note this list is not exhaustive):

- a) Site access/egress
- b) Construction works site entrance
- c) Danger to visitors while moving around the site
- d) Work adjacent to occupied areas
- e) Out of hours work to be planned to ensure public safety
- f) Material storage should not cause trip hazards
- g) All waste materials to be secured
- h) Removal of asbestos (including storage, transport and disposal etc.)

6.6 Specific Measures for Reducing Risk

It is envisaged at the Design Stage that the following non-exhaustive list of specific measures for reducing risks will be addressed in the Construction Stage Health and Safety Plan:

- a) The 2013 Safety, Health and Welfare at Work (Construction) Regulations and all relevant amendments will apply.
- b) The 2007 Safety, Health and Welfare at Work (General Application) Regulations and 2012 Safety, Health and Welfare at Work (General Application) (Amendment) Regulations will apply.
- c) All relevant Irish Codes of Practice and Guidelines will be applied, and where none exist, the relevant UK or EU document will be used.
- d) All personnel operating any equipment shall be trained in its use.
- e) All personnel of whatever function who are present at the works must wear appropriate PPE.
- f) Suitable firefighting equipment shall be provided and maintained on the site. A fire watch must be maintained for an appropriate period after any hot works.
- g) Provision of adequate ear protection when working with or near machinery.
- h) Securing of the site against unauthorised access.
- i) Labelling of dangerous chemical substances and other substances and provision of appropriate protective masks and clothing. Providing secure storage facilities for hazardous materials.
- j) Procedures will be implemented to ensure that all specialist construction activities are planned and executed by suitably qualified and experienced personnel.
- k) All Contractors' staff shall be made aware of the hazards mentioned above before commencing work onsite.

6.6.1 Requirements for Temporary Works

Where the works include elements of design (including the design of temporary works to ensure safe working at height), the Contractor will also be considered a designer for the purpose of the Safety Health & Welfare at Work (Construction) Regulations 2013. The Project Supervisor (Construction) must ensure that the design of all temporary works and other elements be carried out by a competent engineer and are carried out in accordance with the requirements of the Safety Health & Welfare at Work (Construction) Regulations 2001 & 2013.

It is recommended that an overall temporary works co-ordinator be appointed to oversee and be responsible for the management and co-ordination of all temporary works (design & construction) onsite.

Temporary Works in this contract are expected to include, but are not limited to:

- a) Barriers or fall restraint systems to provide safe working conditions at unprotected edges.
- b) Scaffolding and props to precast concrete units.
- c) Propping to retaining walls
- d) Propping of in-situ concrete structural elements
- e) Temporary works for sewer diversion
- f) Traffic management

6.6.2 Requirements for Method Statements

The PSDP recommends that all activities are subject to agreed Method Statements.

- a) Access, set down/storage areas, parking and sanitary facilities.
- b) Security.
- c) Overall management procedures for the design and construction of temporary works.
- d) Overall control, management of hot works and related fire safety requirements.

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- e) Overall phasing, sequencing of works elements, taking into account maintenance of fire escapes and evacuation routes and avoidance of nuisance.
- f) With regards to asbestos, the Contractor shall provide a method statement and Removal plan with risk assessments and procedures covering each of the identifiable asbestos removal areas. All procedures used must provide containment of asbestos debris and not allow airborne contamination of adjacent areas.

7.0 Safety and Health for the Construction Stage

7.1 Responsibilities

Regulation 16, Duties of the project supervisor for the construction stage, safety and health plan.

The project supervisor for the construction stage shall:

- a) Further develop, as necessary, before the commencement of the construction work, the safety and health plan for the construction site prepared under Regulation 12, in this Regulation called “the plan”.
- b) Make adjustments to the plan where required to take account of the progress of the work and any changes which occur.
- c) Take account as regards to the plan, at all times during the construction stage, of section 20 of the Act and of other work activities taking place on the site.
- d) Include in the plan specific measures concerning work which involves a particular risk including, but not limited to, any risk referred to in Schedule 1;
- e) 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
- f) Ensure that the plan and 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.

7.2 Contents of Safety and Health Plan

The following items should be addressed in Health and Safety Plan (note list is not exhaustive):

7.2.1 General

- I. Description of Project.
- II. Health and Safety objectives for Project.
- III. Site Location Map.
- IV. Site Layout drawing(s).
- V. Site Working hours.

7.2.2 First Aid / Emergency Procedures and Provisions

- I. First aid personnel.
- II. Emergency telephone numbers.
- III. First aid procedures, facilities and associated signage.
- IV. Site evacuation procedures and assembly points.
- V. Hazardous Materials Data Sheets.

7.2.3 Management

- I. Project Resources and Programme.
- II. Health and Safety Management Systems.
- III. Health and Safety Site Rules / Induction Register.
- IV. Sub-Contractors' Health and Safety Policies.
- V. Health and Safety Authority / Enforcement and Prohibition Notices.
- VI. Monitoring and Review of Project.

7.2.4 Procedures

- I. Information and training/induction onsite.
- II. Monitoring of Compliance.
- III. Health and Safety Plan updates and liaison with Project Supervisor (Design) and Client.
- IV. Development of Contractor Design items and co-ordination with Design Team.
- V. Hoarding and inspection of hoarding and access control.
- VI. Traffic management.
- VII. Waste storage and removal.

7.2.5 Site Rules

- I. Contractor to include site rules in Safety and Health Plan.

7.2.6 Health and Safety Risks

- I. Risk Assessments.
- II. Method Statements.
- III. Shoring of banks on excavations 1.25m or deeper.
- IV. Protection and access for works at height.
- V. Craning and lifting of structural elements.
- VI. Installation of roofs.
- VII. Slip, trips and falls.
- VIII. Lifting and Manual Handling.
- IX. Electrical Systems Manual.
- X. Mechanical Systems Manuals.
- XI. Plant and Equipment Safety Certificates (fall protection).

7.2.7 Particular Risks to Health and Safety

- I. Risk Assessments.
- II. Method Statements.
- III. Project Related Permits.
- IV. Design Variations.

7.2.8 Welfare Provisions

- I. Storage facilities.
- II. Sanitary facilities.
- III. Dining facilities.

8.0 Safety File

8.1 Responsibilities in Relation to the Safety File

8.1.1 Regulation 8 - Duties of Clients- Safety File

1. A client shall keep available:
 - a) Any safety file referred to in Regulation 13 or 21, and
 - b) Any information delivered to a client in relation to the file for inspection by any person who may need information in the file for:
 - I. The purpose of compliance by that person with any duties imposed under the relevant statutory provisions, or
 - II. For that person's own information when carrying out any construction work on the structure to which the safety file relates.
2. It is sufficient compliance with paragraph (1) by a client and every subsequent owner of a structure who disposes of the client's or owner's interest in the structure involved if the client or subsequent owner delivers the safety file for that structure to the person who acquires the interest.
3. A person to whom a safety file is delivered in accordance with paragraph (2) shall keep the safety file available for inspection in accordance with paragraph (1).

8.1.2 Regulation 13 - Duties of Project Supervisor for the Design Process

The project supervisor for the design process shall:

- a) Prepare a written safety file appropriate to the characteristics of the project, containing relevant safety and health information, including any information provided under Regulation 21, to be taken into account during any subsequent construction work following completion of the project, and
- b) Promptly deliver the safety file to the client on completion of the project.

8.1.3 Regulation 21 - Duties of Project Supervisor for the Construction Stage

The project supervisor for the Construction Stage shall:

- a) Coordinate arrangements among contractors to ensure the provision of relevant information, in writing, necessary for the project supervisor for the design process to complete the safety file referred to in Regulation 13, monitor the implementation of the arrangements and take any necessary corrective action, as set out in Regulation 20, and
- b) Provide in writing to the project supervisor for the design process all relevant information necessary for that project supervisor to complete the safety file referred to in Regulation 13.

8.2 Format of the Safety File

The format of the safety file is to be agreed and approved with the Client.

The Safety File materials, including as-built or as-installed drawings in Autocad and PDF format, should be presented both in hard copy (1nr) and on USB key (1nr) to the PSDP.

- The Hardcopy shall be presented in 4-hole A4 presentation binder which shall contain:
 - A Table of Contents and clearly tabbed sections.
 - A drawing register.
 - All drawings to be minimum A3 size colour prints. Drawings to be folded and presented in individual clear plastic pockets.
 - PSCS is responsible for printing the entire safety file

8.3 Delivery of Safety file and its Constituents

The Safety File should be delivered to the Client by the Project Supervisor Design Process (PSDP) at Taking-Over Certificate stage. In order to achieve this objective, the PSCS must provide all the required materials not later than 2 weeks prior to this date.

The PSDP will accept material on an ongoing basis during the works; however the PSDP will not accept extraneous material/large product brochures which require culling to identify a specific product and its operational/maintenance requirements.

8.4 Content of Safety File

The purpose of the Safety File is to record information for the end user of the facility, focusing on any significant health and safety risks that will need to be addressed during subsequent operation, maintenance, repair and other construction work. The information must be relevant and readily accessible to users.

A list of the requirements for a Safety File is set out below in a checklist. This is an indicative list which may not be relevant to every project. The PSDP will identify the required information in each case.

8.4.1 Safety Checklist Details

8.4.1.1 Project Information

- a) Detailed project description
- b) Site location
- c) Planning documents including grant of planning, planning drawings, planning reports etc.
- d) Project directory detailing Name, address, telephone, fax, email & website address and company contact of contractor, sub-contractors, temporary works designers, the design team and details of any other consultants
- e) Details of all authorities and public utilities contacted during the project, including copies of all consents and approvals obtained. (Name, address, telephone, fax, email & website address and company contact if available)
- f) Any other items?

8.4.1.2 Health and Safety

- a) AF1 notification
- b) AF2 notification
- c) Preliminary Health and Safety Plan
- d) Construction Stage Health and Safety Plan
- e) Specific hazards in maintenance and repair
 - i. Details of all construction methods and materials that may present significant residual hazards with respect to cleaning, maintenance, deconstruction, recycling and demolition.
 - ii. Details of any substances used which may need risk assessment during future repair or refurbishment. Examples include mineral wool or similar insulation, surface coverings that may be toxic, etc.
 - iii. Details and working loads of safety provisions included in the building such as harness attachments, roof access routes, fixed ladders, lifting appliances, window cleaning arrangements etc.
 - iv. Lock out provisions for temporary repair or maintenance of hazardous energy including electrical services, machinery, mechanical plant etc.
 - v. Information and risk assessments for areas of the building where maintenance or repair poses a specific risk.
- f) Statutory Certificates and legal documentation - Fire Certificate and conditions; Disability Access Certificate [DAC] and conditions
- g) Asbestos removal

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- h) Hazardous material removal
- i) Any other items?

8.4.1.3 Design drawings and specification

- a) Civil and structural engineering drawings and specifications
- b) Architect drawings, specifications and schedules
- c) Mechanical and electrical drawings and specifications
- d) Any other consultant drawings and specifications
- e) Ground investigation report and surveys
- f) Lift specifications
- g) Precast concrete drawings and specifications
- h) Steel drawings and specifications
- i) Any other items?

8.4.1.4 Building services

- a) Mechanical O&M manual
- b) Electrical O&M manual
- c) Lift O&M manual
- d) Any other items?

8.4.1.5 Construction materials

- a) Fit out and finishes (including certification, maintenance, warranties & associated drawings)
- b) Shell and core (including certification, maintenance, warranties & associated drawings)
- c) Siteworks (including certification, maintenance, warranties & associated drawings)
- d) Mechanical and electrical (including certification, maintenance, warranties & associated drawings)
- e) Any operational requirements and constraints of a general nature that are not covered elsewhere is the Safety File.
- f) Maintenance procedures and schedules
- g) Any other items?

8.4.1.6 Certification

- a) Substantial completion certificates
- b) Subcontractors letter of confirmation
- c) Product warranties
- d) Building air tightness certification
- e) Electrical certification
- f) Mechanical certification
- g) BCAR certification
- h) CCTV survey report & footage
- i) Drainage testing
- j) Watermain testing
- k) Any other items?

8.4.1.7 As Built Drawings

- a) Drainage as built
- b) Electrical as built
- c) Mechanical as built
- d) M&E site services as built
- e) Watermain as built
- f) Any other items

8.4.1.8 Sign Off on Safety File

- a) The Project Supervisor Design Stage must;
 - i. Confirm that the Safety File has been checked for accuracy and relevance
 - ii. Confirm that the file provides satisfactory information on the relevant maintenance issues within the scope of the contract

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- iii. Confirm that the as-built and as-installed drawings are, as far as they are aware, an accurate representation of the completed project

Appendix A **(AF1 Form)**

Appendix B (Sample Permanent & Temporary Works Design Certificates)



Form: SHWP1

Permanent Works Designer's Certificate

(For use in connection with the Safety Health and Welfare at Work (Construction) Regulations 2013 by a designer of any element(s) of the permanent works of a project, including specialist suppliers/contractors/others who design any element(s) of the permanent works. Nothing in this certificate shall be construed as imposing on the designer any liability whether in negligence, for breach of duty or otherwise that would not otherwise attach and the certificate is provided on this basis)

PSDP's Certificate Ref. No: _____

1.	Project:	
2.	Designer:	
3.	Designer's client:	
4.	Our appointment was/is in respect of: (eg architectural; structural; M&E...design services)	
5.	Elements/features of the permanent works which we were/are appointed to design (subject to 8 below).	
6.	Main design codes adopted: (if applicable)	
7.	Current project drawings and specifications (schedule may be appended)	
8.	Specialist suppliers/contractors/others who must design elements of the permanent works which we were/are to integrate within the overall permanent works design. (if applicable; schedule may be appended)	
9.	Were particular erection or construction sequencing, or particular risk control measures, which are unusual for the type of project and which would not be apparent to a competent contractor, assumed by us during design? If yes, where are these described?	☐ yes ☐ no

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

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

Signed:

for and on behalf of (Designer)

Date:

We hereby confirm that we have coordinated the activities of the designer named above and the other designers on the project in respect of the taking account of the General Principles of Prevention during the design of the element(s) described above with due regard to our duties as PSDP under the Safety Health and Welfare at Work (Construction) Regulations, 2013.

Signed:

for and on behalf of (PSDP)

Date:



Temporary Works Designer's Certificate

(For use in connection with the Safety Health and Welfare at Work (Construction) Regulations 2013. Nothing in this certificate shall be construed as imposing on the designer any liability whether in negligence, for breach of duty or otherwise that would not otherwise attach and the certificate is provided on this basis)

PSDP's Certificate Ref. No: _____

1.	Project:	
2.	Designer:	
3.	Designer's client:	
4.	Elements/features of the temporary works for which we were/are appointed:	
5.	Main design codes adopted: (if applicable)	
6.	Drawings: (schedule may be appended)	
7.	The intended construction sequence is detailed in:	
8.	Requirements for temporary stability, propping, bearing, bracing, loading restrictions etc are detailed in:	
9.	Certificate(s) by permanent works designer(s) which we have taken particular account of in respect of its/their Item 9: (if applicable; quote the PSDP's Certificate Ref. No.)	

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

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

We confirm we have received all information and cooperation which we required from the designer(s) noted in Item 9.

Signed:

for and on behalf of (temporary works designer)

Date:

We hereby confirm that we have coordinated the activities of the designer named above and the other designers on the project in respect of the taking account of the General Principles of Prevention during the design of the element(s) of the works described above with due regard to our duties as PSDP under the Safety Health and 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 (PSDP)

Date:

Appendix C (Designer Risk Assessments)

Appendix D (Competency Assessment for PSCS/ Contractor)

BPC 2 Competency Assessment for PSCS/Contractor



Client to assess competency, based on information submitted by the PSCS/Contractor

Contractor: Project:

Tick duties being assessed: ☐ PSCS and Contractor ☐ PSCS only ☐ Contractor only

Where details or evidence is specifically requested, these must be attached to this questionnaire and submitted to the client. Questions marked "*" relate specifically to PSCS. All remaining questions must be answered by the Contractor and PSCS.

Section 1:

Client ticks if response is adequate

If you answer "yes", proceed to Section 2. If you answer "no", respond to the remaining questions first.

1.1 Do you have a third-party accredited Safety Management System (e.g. Safe-T-Cert)?

☐ Yes ☐ No →



1.2 Provide an outline of your Safety Statement (e.g. table of contents)

1.3 Provide evidence of how you manage health & safety on your projects

1.4 Provide an example of how you assess risks for construction activities

1.5 Detail how you take account of the General Principles of Prevention

1.6 Provide an example of how you managed hazards for a similar project

1.7 Detail how you assess competency for persons engaged in a project

1.8 Detail how you assess the health and safety resources required

1.9 Detail how you implement and manage time constraints for a project*

1.10 Detail how you take corrective action and issue directions*

Section 2:

Answer all questions.

2.1 Provide details of similar projects previously completed

2.2 Provide details of previous PSCS* and/or Contractor appointments

2.3 Provide details of experience for the staff you propose for this project

2.4 Provide evidence of relevant qualifications and/or relevant safety training for staff

2.5 Provide evidence of membership of trade associations (e.g. CIF, CIOB)

2.6 Detail how safety is communicated and coordinated*

2.7 Provide an example of a previous Safety and Health Plan*

2.8 Describe how you coordinate the implementation of safe working procedures*

2.9 Detail any accidents/incidents associated with your projects

2.10 Detail any previous convictions/enforcement action by the Health and Safety Authority

In accordance with the Statutory Declarations Act 1938, I/we attest to the completeness, accuracy and truthfulness of the statements I/we have made in completing this form and to any information I/we have attached.

Signed by Contractor/PSCS:

Date:

Submission approved, signed by Client:

Date approved by Client:

Appendix E (Service Provider Record Drawings)