

09 September 2026

Report

Preliminary Safety & Health Plan (rev 0)

**NetLabs Chiller Replacement Works
Project, SETU, West, Campus, Waterford**
SETU on behalf of BDP

securing right **outcomes**

BDP.

Diarmuid Condon
Managing Director

DCON Safety Consultants Limited
Suite 5
Fitzwilliam Square East
Dublin 2
Ireland

t: +353 1 611 1556
e: diarmuid.condon@dconsafety.com
w: www.dconsafety.com

Contents

1	General	5
1.1	Risk assessment summary	6
2	Construction requirements	9
2.1	Person in Control of the Premises	9
2.2	Preliminary Safety & Health Plan	9
2.3	Client responsibilities	9
2.4	Legislative requirements standards guidelines	9
2.5	Works contractor responsibilities	11
3	Health & safety drivers	11
3.1	Monitoring performance	11
3.2	Site contact details	11
4	Project details	12
4.1	Background to works (refer to tender pack)	12
4.1.1	Contractor considerations	12
4.1.2	Working within a live lab / office / data centre building	12
4.2	General site area and protection note	13
4.3	Project safety management needs	13
4.4	Site location	14
4.5	Site constraints	14
4.6	Sequencing of the works	14
4.7	Works programme	14
4.8	Areas affected by works directly or indirectly	14
4.9	Site utilities	14
4.10	Water supply for contractor	14
4.11	General notes on mechanical and electrical services	15
4.12	Date of planned commencement	15
4.13	Date of completion	15
4.14	Working hours restrictions (subject to SETU permit conditions)	15
5	'Good neighbour' charter	15
5.1	Care about appearance	15
5.2	Respect the community	15
5.3	Protect the environment	16
5.4	Secure everyone's safety	16
5.5	Value their workforce	16

6	Particular risks	16
7	Site restrictions - constraints	18
7.1	Client and local authority restrictions	19
8	Reports investigations	20
8.1	Asbestos (non-envisaged risk item)	20
8.2	Services survey (refer to BDP Scope of Works documentation)	21
9	Existing information	21
9.1	Available information	21
9.1.1	Health and safety file	21
9.1.2	Eliminate reduce by design	21
10	Operational plan requirements	21
10.1	Production of operational plans	21
11	Site wide elements	22
11.1	Access egress contractor compound	22
11.1.1	General access	22
11.1.2	Access	22
11.2	Location of unloading	23
11.3	Contractor car parking	23
11.4	Welfare arrangements	23
11.5	Storage provisions	23
11.6	Housekeeping disposal of waste	23
11.7	Emergency procedures routes exits	23
11.8	First aid	23
11.9	Site traffic	24
11.10	Accident incident reporting	24
12	Clients and occupiers' activities	24
12.1	Site security	24
12.2	Rules and procedures	24
12.2.1	Site rules and other restrictions on contractors, suppliers and others	24
12.3	Permits to work	26
12.4	Temporary works	26
12.4.1	TW process map	26
12.4.2	Temporary works coordinator (TWC) - (works contractor appointment requirement)	27
12.4.3	Responsibilities of TWC	27
12.4.4	Design brief requirements	27

12.4.5	Design brief content summary	27
13	Client safety file	28
14	Effective relationship with contractor	28
	Appendix 1 –AF 1 form (8 th September 2026)	30
	Appendix 2 – Design risk assessment	31
	Appendix 3 – Site plan	32

Rev	Originator	Approved	Date
0	Diarmuid Condon	Diarmuid Condon	9 th September 2026

© DCON Safety Consultants Limited. This document is expressly provided to and solely for the use of SETU on the proposed Chiller Replacement Works Project and considers their instructions and requirements. It must not be made available or copied or otherwise quoted or referred to in whole or in part in any way, including orally, to any other party without our express written permission and we accept no liability of whatsoever nature for any use by any other party.

20260909 PSHP (REV 0) - SETU

1 General

NetLabs (often referred to as the NetLabs Research & Innovation Building) is a landmark, state-of-the-art information and communications technology (ICT) facility located on the West Campus of South East Technological University (SETU) in Carriganore, Co. Waterford. Opened in 2011, the NetLabs building serves as the main headquarters for the Walton Institute (formerly known as the Telecommunications Software & Systems Group, or TSSG). The institute has evolved into one of Ireland's premier hubs for advanced digital research, driving major international projects in artificial intelligence (AI), future communications networks, cybersecurity, and quantum technologies.

Planned service equipment and associated infrastructure replacement work projects can be characterised as complex projects, where uncertainty comes from various sources. A clear understanding of the risks born by the Works Contractor leads to better risk allocation. Working at height safety, NetLabs occupier staff (and others (data centre located at ground floor) interface risk alleviation pertaining to chiller service isolation, work access, plant replacement & logistics, temporary traffic management needs etc., will be the responsibility of every person involved in the project. Works can be deemed a particular risk because it involves working with existing plant & equipment and live energy. A clear understanding of the risks born by each project participant and SETU Estates & Facilities Manager (Mick Lyons Esq.,) | asset owner leads to better risk allocation. Associated builder works may include but not limited to:

- Making good openings after chiller replacement works on roof;
- Current working chiller is required to be maintained operational during all new strip-out and new install works;
- Facilitation of future chillers (2nr. 150kw units) without the need to shut-down the chilled water system including flexibility in unit maintenance, electrical installation and controls; and
- Modifications to existing plinths (as required).

A clear understanding of the risks born by each project participant and asset owner | operations manager leads to better risk allocation. The following annotations can guide the actions of the Works Contractor to effectively develop and implement their risk analysis and management tool:

- Risk analysis and management is most effective when deployed early;
- A properly structured risk identification, analysis, and mitigation process can moderate the risks associated with construction projects;
- Risk assessment and management is not a substitute for adequate pre-project planning, project controls, or other management and technical requirements. The most effective risk management process is coordinated with all aspects of project development and management;
- Replacement works near to occupied areas | staff areas | corridors | security areas | near to other services | presence of F-gas (degassing prior to removal of existing units) | builders work necessity etc. impose certain characteristics that increases the risk to the Works Contractor and their supply chain. These include:
 - Adjacency of works to persons unfamiliar with construction risks;
 - Interface with staff securing building operational continuity and enjoyment;
 - Necessity to maintain 1nr. chiller and life safety services throughout works;

- Restriction working conditions (crane lifts – outside of builder day time hours);
- Limited carparking availability; and
- Property surrounding roadway.
- The risk management process shall capture usable data and be kept as simple as possible; and
- Documentation is critical, and properly recording the identification, analysis, and risk mitigation plans and results for each risk element allows for lessons to be learned and actions to be taken if necessary.

1.1 Risk assessment summary

- Site & Roof Condition Risks – Roof structural capacity risk: New chillers are not to impose different weights, point loads, or vibration loads than existing equipment;
- Roof membrane damage risk - Cutting, drilling, curb installation, or crane rigging can damage waterproofing, leading to leaks – crane supplier to detail mitigations in their OHLP (spreader plate use, siting, load management etc.);
- Corrosion/age-related latent damage risk: Existing roof penetrations/curbs may be corroded or degraded; removal may reveal unexpected deterioration (watching brief by BDP);
- Wind exposure during works risk: Roof work is vulnerable to high winds (lifting operations, temporary coverings, temporary works stability) – general note;
- Inadequate laydown/temporary storage risk: Mismanaged laydown zones can interfere with crane paths, roof loading, and safety barriers – crane supplier to detail mitigations in their OHLP;
- Chiller vibration transfer risk**: Inappropriate base mounting can transmit vibration/noise to roof structure or nearby plant rooms – existing plinths to be reused where appropriate.
- Rigging, Lifting & Heavy Plant Risks (crane supplier risk owner)
 - Crane/hoist capacity & lift radius risk: Miscalculation of weights, centre of gravity, or lift geometry can cause failures or shutdowns;
 - Dropped load / impact risk: During lift-in/lift-out, there is risk of equipment striking roof edges, walls, or other plant;
 - Rigging failure risk: Sling breakage, incorrect attachment points, or damaged lifting gear can lead to loss of control;
 - Surprise obstruction risk: Existing roof obstructions (ducting, pipework, parapets, safety rails, access ladders) may block crane operation;
 - Working at height hazards: Falls from roof edges, fragile roofing sections, or unsafe ladder/scaffold setups;
 - Weather downtime risk (works are scheduled to take place during winter period): Lifting operations may stop due to wind limits, lightning risk, or heavy rain.
- Services Interfacing & Mechanical Integration Risks (design and installation – adherence to specification)
 - Inaccurate survey risk: As-built drawings may differ from real installation (pipe sizes, valve types, arrangements);

SETU on behalf of BDP
NetLabs Chiller Replacement Works Project, SETU, West, Campus, Waterford

- Pipework mismatch risk: New chiller interfaces (supply/return, valves, strainers) may not align with existing hydraulics;
- Isolation valve/actuation mismatch risk: Old valves and actuators may be incompatible with new control strategies or pressure/flow requirements;
- Piping corrosion and scaling risk: Existing pipework may be internally degraded, leading to blockages after flow increases;
- Hydraulic balancing risk: Replacing chillers without correct commissioning can cause poor distribution and unstable system performance;
- Strainer/filters contamination risk: Sudden debris release from old equipment can clog strainers and restrict flow;
- Water hammer risk: Valve changes or control tuning can cause transient pressures in chilled-water circuits;
- Drain/venting inadequacy risk: Poor venting/draining during changeover can lead to trapped air and repeated faults;
- Thermal expansion risk: Incorrect alignment or flexible connections can cause stress on pipework during temperature cycling.
- Electrical, Controls & Integration Risks (design and installation – adherence to specification)
 - Electrical compatibility risk: Voltage, phase, short-circuit capacity, starters/VFD arrangements may not match new unit requirements;
 - Cabling route and termination risk: Existing cable lengths and segregation may not meet manufacturer requirements for terminations;
 - Control system integration risk: New chillers may require different BACnet/Modbus/other protocols or controller mappings;
 - Point list/sequence-of-operations risk: Incomplete or incorrect sequences can result in energy waste or equipment cycling;
 - Sensor mismatch risk: Wrong sensor type/location (temperature sensors, flow sensors, pressure sensors) leads to inaccurate control;
 - Interlocks and safety cutout risk: Faulty interlocks may prevent safe startup or, worse, allow unsafe operation; and
 - Load shedding priority risk: Building management systems may shed loads unexpectedly during commissioning.
- Refrigerant & Environmental Risks
 - Refrigerant handling/leak risk: Removing/connecting systems can lead to leaks or unsafe release;
 - Regulatory compliance risk: Incorrect handling could breach F-gas and refrigerant handling regulations;
 - Contamination risk: Moisture ingress during downtime can cause corrosion, ice formation, or compressor damage;
 - Oil compatibility risk: New units may use different oil types; mixing can harm reliability; and
 - Disposal and waste management risk: Incorrect recovery/disposal of refrigerant, oil, contaminated components.

SETU on behalf of BDP
NetLabs Chiller Replacement Works Project, SETU, West, Campus, Waterford

- Health & Safety Risks
 - Working at height and fall risk - (primary hazard for rooftop plant works).
 - Lifting injuries risk - Manual handling of tools/components; crush injuries during crane operations;
 - Electrical shock risk - Exposed live conductors during isolation/lockout-tagout failures;
 - Lockout/Tagout (LOTO) failure risk - Incomplete isolation can lead to unexpected energisation;
 - Hot works risk: Brazing/welding/cutting requires fire watch and controls for roof/adjacent compartments;
 - Slips/trips hazards risk - Wet roof surfaces, cable runs, uneven staging, unguarded leading edge roof sections etc;
 - Confined/adjacent work area risk - If work impacts internal plant rooms, ventilation and access may change;
 - Noise/vibration risk - Existing chillers and cutting/grinding can breach noise limits for nearby research spaces.
- Compliance, Standards & Documentation Risks
 - Compliance documentation risk - Missing test certs, commissioning records, refrigerant recovery documentation;
 - Statutory inspection delays risk - Pressure testing, electrical testing, and final sign-off may be delayed;
 - Manufacturer commissioning requirements risk - Failure to follow exact commissioning steps can void parts of warranty;
 - As-built recording risk - Incomplete as-built drawings can affect future maintenance and audits.
- Stakeholder & Communication Risks
 - Insufficient coordination risk between campus stakeholders, facilities team, contractors, crane operator, and BMS integrator;
 - Lab user communication risk - Poor communication can lead to unexpected impacts and safety concerns;
 - Change management risk - Lack of formal approvals for temporary shutdowns/temporary bypasses;
 - Training communication risk**: Facilities teams may not know new alarm points, sequences, or maintenance intervals.
- BDP are responsible for closely monitoring the works contractor activity during the project to ensure continual compliance with all safety and security requirements. The Works Contractor must meet required standards for access control, movement of cranes, crane set up, protection of local infrastructure, adherence to requirements of administration building permits etc.;
- Contractors must take care to maintain required levels of safety and security during construction when access points are created in the security fencing to permit the passage of construction materials, plant and personnel;
- Temporarily isolate various electrical services facilitating the switchover and re-energisation of new | shared services;

- Security of the site; and
- Impact of dust outside each works area.

2 Construction requirements

2.1 Person in Control of the Premises

The Works Contractor is responsible for all onsite health & safety. The Works Contractor will also take on the responsibility of the '*person in control of the premises*' as identified in Section 15 of the 2005 Act. The '*person in control of the premises*' will as far as is reasonably practicable ensure that provided access, egress, articles or substances provided for use are safe and without risk to health to site operatives, SETU personnel, building occupiers, visitors and members of the public. The Works Contractor shall review and fully implement the requirements of Section 15 as it applies to the designated work areas made available to them to undertake replacement works safely and without risk.

2.2 Preliminary Safety & Health Plan

This Preliminary Safety and Health Plan has been developed by DCON Safety Consultants acting in the capacity of Project Supervisor for the Design Process (PSDP) H&S Coordinator supporting BDP as PSDP as per the Safety, Health and Welfare at Work (Construction) Regulations, 2013 - 2023.

2.3 Client responsibilities

The document is intended to fulfil the obligations of SETU as a Client under Regulation 9 of the Safety, Health and Welfare at Work (Construction) Regulations, 2013 -2023 in providing information on health, safety and welfare matters that shall be considered when undertaking work at NetLabs. This document seeks to provide:

- A general description of the project;
- Client's considerations and management requirements; and
- Restrictions and existing onsite hazards and quantifiable risks i.e., safety hazards, health hazards and any significant design and construction hazards.

The Works Contractor is to incorporate this information into the Construction Stage Safety & Health Plan as required under Regulation 16 to demonstrate that appropriate account shall be taken of the health and safety arrangements, prior to the commencement of works on site. If further hazards are identified during the construction phase, the Works Contractor is to further develop this hazard assessment. The Works Contractor shall review the information included or referenced within this document and provide all relevant information requested, to demonstrate that appropriate health & safety arrangements shall be implemented. Any conflict between the details contained in this document and any other contract document shall be brought to the attention of BDP for resolution.

2.4 Legislative requirements | standards | guidelines

The Works Contractor shall comply with all relevant Acts, Regulations and Codes of Practice which apply during the construction stage and facilities maintenance period. The Works Contractor shall ensure that, as a minimum, all aspects of the works and project facilities comply with good industry practice, law and all necessary consents including, but not limited to the following:

- The Safety, Health and Welfare at Work Act 2005;

- The Safety, Health and Welfare at Work (Repeals)(Commencement) Order, 2015;
- The Safety, Health and Welfare at Work (General Applications) Regulations 2007 to 2022 (in particular Chapter 2 of Part 2 (Regulations 27 to 61 in relation to the use of work equipment), Chapter 3 of Part 2 (Regulations 62 to 67 in relation to personal protective equipment) and Part 4 (Regulations 94 to 119 in relation to work at height);
- The Safety, Health and Welfare of Work (Construction) Regulations, 2013 – 2023 (applicable due to works period duration and particular risk presence (i.e., falls from height));
- The Safety, Health and Welfare at Work (Repeals)(Commencement) Order, 2015;
- Amended asbestos regulations, 2025 (enacted 21 December 2025);
- Vulnerable Persons CoP (HSA publication July 2024);
- The Safety in Industry Act 1980;
- The Safety, Health and Welfare at Work (General Applications) Regulations 2007 to 2022;
- The Safety, Health and Welfare of Work (Construction) Regulations, 2013 to 2023;
- The Construction Products Regulation (CPR) 2013;
- Any other recommendation or Code of Practice made by the Health and Safety Authority including Working at Height | Roof-work and Vulnerable Persons;
- Law and Good Industry Practice on Disability including those of the National Disability Authority;
- Fire Services Act 1981;
- Good Industry Practice in respect of Fire;
- Requirements of Utility Providers;
- Relevant Irish Standards ("Irish Standards"), British Standards ("British Standards"), Codes of Practice ("Codes of Practice"), EU Directives ("Directives") or equivalent European Standards ("European Standards");
- Local Byelaws and Regulations;
- Regulations and requirements of all Relevant Authorities;
- All HVCA Publications;
- All CIBSE Publications- Guides, Codes, Technical Memoranda, Application Guides, Lighting Guides, etc.; and
- All ASHRAE guidance for specific Mechanical Systems and Components (where more comprehensive than CIBSE).

The Works Contractor shall provide for complying with the above including PSCS questionnaire completion to the satisfaction of SETU, all mandatory notifications and notices for display. Compliance with these Regulations, By-Laws, Standards, Codes of Practice and Guidelines shall relate to those most up to date or reasonably foreseeable as being in force or published at the time of Contract Award. The Works Contractor shall identify any hazards that the design may present during construction and subsequent use and maintenance. Where possible, the hazards shall be eliminated, or the risk reduced. Where hazards cannot be eliminated, provision shall be made for control of those risks and the transfer of the necessary information on those control measures and any and residual risks together with any design assumptions to the PSDP (BDP).

2.5 Works contractor responsibilities

- All work must be carefully planned, organised, supervised and carried out;
- The place where work at height is done is safe;
- All work at height takes account of weather conditions;
- Those involved in work are instructed and competent to work at height;
- Equipment for work at height is appropriately inspected ensuring against accidental fire creation when undertaking deconstruction works;
- Risks working near fragile surfaces are properly controlled; and
- Injury from falling objects is prevented.

The Works Contractor is to incorporate this information into their Works Specific Safety & Health Risk Assessment and Method Statement (RAMS) to demonstrate that appropriate account shall be taken of the health and safety arrangements, prior to the commencement of works on site. If hazards are identified during works, the Works Contractor shall review these and demonstrate that appropriate health & safety arrangements can be implemented post risk assessment and recorded in the SETU | property management work permit.

3 Health & safety drivers

- Zero reportable accident and incidents (0.00 Accident Frequency Rate);
- Securing and maintaining a safe workplace for all;
- Securing everyone's safety by attaining to a high level of safety performance, care for safety of staff, associated, shared and separate infrastructure;
- Caring for the workforce – personal development & training, respect, high standards of welfare etc.;
- Respecting the local block community by considering their impact on, visitors, members of the public, property stakeholders etc. in prioritising courtesy and minimising the impact of deliveries; and
- Protecting and enhancing the environment.

3.1 Monitoring performance

SETU expects all contractors to monitor their health and safety performance whilst conducting work activities at the NetLabs site. In addition, BDP reserves the right to audit contractor's health and safety performance and review the health and safety documentation provided by the Works Contractor in order to seek to ensure that it is current and continues to reflect the work activities undertaken. SETU may reserve the right to withdraw a company's 'authorised permit' status in the event of breaches of health and safety legislation, subsequent enforcement action taken by the Health and Safety Authority or unauthorised deviations from an agreed risk assessment and/or method statement.

3.2 Site contact details

All initial contact shall be made through BDP. Visitors shall not visit the site without prior approval from the above.

4 Project details

4.1 Background to works (refer to tender pack)

4.1.1 Contractor considerations

- Arranging for delivery, lifting, hoisting, safe and secure storage and movement of all plant equipment and materials forming part of the services packages;
- Fixing or correctly installing all plant, equipment and materials;
- Providing builders works as required to support the services installation etc;
- Treating, testing and commissioning the complete installation including adjusting and balancing as necessary;
- Demonstrating that equipment supplied is capable of the performance and method of operation specified to the satisfaction and acceptance of BDP; and
- To maintain the property as operational and safe occupancy use.

4.1.2 Working within a live lab / office / data centre building

Working within a functioning multi-purpose property with day-to-day construction activities requiring the contractor to:

- Notify administration building occupiers on a daily basis of works scheduled for each day. This may involve a Daily Action Brief (DAB) which would entail meeting each morning to discuss the scheduled tasks for that day. Foremen/Supervisors would be required to attend this brief meeting prior to any works commencing onsite;
- Contractor Foremen/Supervisors will be required to fill out a Dynamic Risk Assessment before commencing works each day. This may be an administration building occupiers document which ensures a focus on our approach to safety each day;
- Risk Assessment & Method Statements (RAMS) are required for all works and must be submitted to the administration building occupiers for acknowledgement at least 48 hours in advance of the works commencing. A hard copy of the RAMS should be kept on the safety notice board at the area the works are taking place;
- Any works deemed to be high risk, either to the safety of personnel or to site operations, will require a Permit-2-Work. Any such tasks will be discussed at the DAB, and permits will be issued accordingly;
- High Risk Permits, where required, are issued daily and must be closed out with the administration building occupiers at the end of each day;
- A safety notice board should be placed outside all work areas (Switch-Rooms, Plantrooms etc) to notify the operations team and/or administration building staff that project works are ongoing and unauthorised access is not permitted. A copy of RAMS and Permit should be placed in a holder on the safety notice board;
- A main site safety station should be provided by the contractor and will be positioned to suit each work area created by the project. The safety station should include but not limited to; safety notice board, project info/notice board, site evacuation plan, PPE requirements signage, multiple PVC A4 holders, fire extinguishers, evacuation siren, ear plugs dispenser & eye wash;
- The client and/or administration building occupiers reserve the right, without prior notice, to instruct works to cease in any part of the administration building, if business operations are deemed, in any way, to be at risk;

- All work areas must be cleaned down at the end of each day and waste removed to the skips in the site compound. Clean as you go policy must be implemented by all.

4.1.2.1 Working in critical areas

- All electrical rooms, plant rooms are regarded as critical areas in the administration building;
- No works can commence in a critical area without prior approval of the administration building occupiers;
- The Works Contractor is responsible for dust mitigation during works in any critical area. All precautions must be taken to ensure dust/debris is contained to the work area and cannot have an impact on live equipment;
- All tasks which can result in dust generation must be completed outside each services room where possible;
- A vacuum with a hepa filter must be kept in the work area when carrying out any works such as cutting and drilling; and
- A permit is required to take photographs anywhere in the administration building. Unauthorised photography can result in removal from site.

4.2 General site area and protection note

The Client shall make available to the Works Contractor the areas of the building within a defined red line boundary in accordance with the Contract. The Works Contractor must note that there will be a rigorous approval process in relation to SETU permit obtainment required prior to any works commencing on-site. Protection measures will need to be proposed by the Works Contractor and approved by the Client. No area of the roofs will be allowed to be accessed unless it is duly protected. As a guide, the minimum that will be accepted is mats and plywood in all areas of works or access.

4.3 Project safety management needs

Works shall be undertaken under a single contract across a circa 10wk period. The Works Contractor shall be responsible for the overall site management, programming and coordination of their supply chain | sub-contractors within the delivery of the overall works requirements. Works present several health and safety challenges that require the implementation of a robust Safety Management System. It is accepted that successful health and safety management is a high priority and as such the creation of a positive safety culture is a primary objective for SETU. To achieve such a culture and overcome the various challenges several key enablers have been identified that provide focus for all involved in the project. These are referred to as to as “Five Safety Enablers” and include:

- Leadership – Visible and Proactive;
- Expectation – Setting the Standard;
- Knowledge – Educate and Train;
- Communication –Consistent Message of ‘Care and Concern;’ and
- Incentive – Acknowledge and Reward.

4.4 Site location

All works are to be carried out within the confines of the redline site boundaries with logistic movements timelines informed by SETU.

4.5 Site constraints

The project shall be subject to several site-specific constraints including, but not limited to:

- Working adjacent to existing building service facilities, which will remain fully operational; and
- Restricted access and egress requirements as detailed within tender documentation.

4.6 Sequencing of the works

Works are to be completed across an agreed switch out period. Works shall be staged to ensure operational continuity of a defined number of property plant areas & life safety systems and associated infrastructure compliances. The Works Contractor shall be responsible for all costs associated with sequencing the works to suit required operational condition outcomes and safe work methods | practices (including out of hours permitted works).

4.7 Works programme

Envisaged works programme: circa 10wks. This duration is subject to the Works Contractor as PSCS deeming that the programme is appropriate to enable works to plan to be delivered safely and without risk reflecting also on property use impacts.

4.8 Areas affected by works directly or indirectly

- The Works Contractor is expected to provide for carefully covering and protecting in place fittings against damage from inclement weather, impact or any other cause;
- The Works Contractor is expected to provide for the design and installation of all temporary supports to any structures that are required to be retained (façade, louvre systems etc.);
- The Works Contractor is responsible for protecting the works always against damage from failure of the structure through collapse, impact or any other cause particularly to infrastructure;
- The Works Contractor is to provide all necessary protection to prevent any damage to existing building services, doors, ironmongery, furniture, fittings and any other site features which are to remain in position after the execution of the works; and
- The Works Contractor is to provide all necessary protection to ensure life safety system assurance, emergency evacuation travel route continuity etc.

4.9 Site utilities

Where any utility connections occur outside the site boundaries the Works Contractor shall be required to take precautions to include, but not be restricted to temporary services diversions maintaining supply to all associated buildings, local infrastructure etc.

4.10 Water supply for contractor

The Works Contractor shall arrange for temporary water supply with BDP as may be required. This supply may be metered, and any costs incurred about installation of same, usage of water and reinstatement on completion is to be borne by the Works Contractor.

4.11 General notes on mechanical and electrical services

- All services to be in line with the prevailing Technical Guidance | tender documents; and
- All temporary service diversion designs are to be proven against relevant design requirements, CIBSE, and other relevant work task/installation guidelines etc.

Note 1: All works that have an associated medium to high-risk rating are subject to Risk Assessment review and the implementation of a Safe Working Method Statement. All Risk Assessments shall be written and recorded by the Works Contractor on a Risk Assessment Register.

Note 2: All works deemed required to be carried out outside the site boundaries are subject to Risk Assessment and the implementation of a Safe Working Method Statement in agreement with BDP.

4.12 Date of planned commencement

Q1 2027

4.13 Date of completion

Circa 10weeks - DCON Safety Consultants have assessed the construction programme timeline with BDP and deem the programme suitable in terms of time afforded to the Works Contractor to carry out works safely on the understanding that the project is adequately resourced and in agreement with SETU. Shall the scope of works be varying | change; the adequacy of the time for completing the works shall be reassessed by all project stakeholders in consultation with the Works Contractor.

4.14 Working hours | restrictions (subject to SETU permit conditions)

- There will be ongoing property functions | operations during each construction period; and
- Isolations or commission of existing or new MEP services onto the employer house systems may be restricted between defined hours.

5 'Good neighbour' charter

The Works Contractor when working at NetLabs shall consider their direct and indirect impact on property staff, SETU stakeholders and members of the public. Informing, respecting and showing courtesy to those affected by works is a driving commitment of SETU. It is a condition of working at SETU that the Works Contractor develops their delivery methodology around the following headings:

5.1 Care about appearance

- Constructors shall ensure sites appear professional and managed;
- Ensuring that the external appearance of sites enhances the image of the industry;
- Being organised, clean and tidy;
- Enhancing the appearance of temporary facilities, stored materials, vehicles and plant; and
- Raising the image of the workforce by their appearance.

5.2 Respect the community

- Constructors shall consider their impact on NetLabs operations and functionality;
- Informing, respecting and showing courtesy to those affected by the work;

- Minimising the impact of deliveries, parking and work onsite; and
- Working to create a positive and enduring impression.

5.3 Protect the environment

- Constructors shall protect and enhance the environment;
- Identifying, managing and promoting environmental issues; and
- Protecting the ecology, the landscape, wildlife, vegetation and water courses.

5.4 Secure everyone's safety

- Constructors shall attain the highest levels of safety performance to ensure a 0.00 Accident and Incident Frequency Rate;
- Having systems that care for the safety of building staff, property stakeholders, roadway users, members of the public and the workforce;
- Minimising security risks to property operations;
- Having initiatives for continuous safety improvement; and
- Embedding attitudes and behaviours that enhance safety performance.

5.5 Value their workforce

- Constructors shall provide a supportive and caring working environment;
- Providing a workplace where everyone is respected, treated fairly, encouraged and supported;
- Identifying personal development needs and promoting training;
- Caring for the health and wellbeing of the workforce; and
- Providing and maintaining high standards of welfare.

6 Particular risks

The following is a non-exhaustive list of risks, as defined within the first schedule of the Safety, Health and Welfare at Work (Construction) Regulations, 2013 to 2023:

Particular Risks	Yes	No
Burial under earth falls		✓
Engulfment in swampland		✓
Falling from a height (roof work)	✓	
Work which puts persons at risk from chemical or biological substances constituting a particular danger to the safety and health of such persons or involving a legal requirement for health monitoring F-gas (de-gassing)	✓	
Work with ionising radiation requiring the designation of controlled or supervised areas as defined in Article 20 of Directive 80/836/Euratom		✓

SETU on behalf of BDP
NetLabs Chiller Replacement Works Project, SETU, West, Campus, Waterford

Work near high voltage power lines (existing building services, associated live energy infrastructure)	✓	
Work exposing persons at work to the risk of drowning		✓
Work on wells, underground earthwork and tunnels		✓
Work carried out by divers at work having a system of air supply		✓
Work carried out in a caisson with a compressed air atmosphere		✓
Work involving the use of explosives		✓
Work involving the assembly or dismantling of heavy prefabricated components (existing plant new plant associated pipework electrical equipment etc.	✓	
Any other work, which may involve 'Particular' risk ▪ Temporary work design elements e.g., roadway protection & support for crane use, boundary retention secondary and temporary permanent works stability measures e.g., bracing hoarding scaffolding propping traffic management site establishment stockpiles of waste materials service diversions temporary supply of services site accommodation etc. ▪ Works Contractor Competent Appointed Person (AP) to ensure all overhead lifting is planned so as to be undertaken safely and without risk. Risk assessments must be conducted by Works Contractor to determine the potential major accidents and hazards present as a result of using lifting equipment (wind maps, proximity hazards, spillage, overload etc.); ▪ Works adjoining adjacent to occupied building property spaces creating a constant interface risk; ▪ Working at height – generally ▪ Working with and near electricity arc flashing risk etc. ▪ Maintenance of existing life safety systems during works; ▪ Working in close proximity to a myriad of live services; ▪ Interface with property stakeholders; ▪ Machinery use; ▪ Chemical use; ▪ Construction vehicle movements onsite and entering leaving works area; ▪ Running cables on existing containment requiring the re-installation of fire stopping breaks - TBC; ▪ Falling materials during deconstruction activities; ▪ Presence of connected services; ▪ Noise and vibration; ▪ Fire creation; and	✓	

▪ Temporary weathering needs. ▪ Tie into existing life safety services and ability of existing services to be isolated and reenergised during coordinated phased services switchover; ▪ Accidental life safety system activation – Works Contractor to request from SETU the switchover of existing smoke sensors with heat sensors in enclosed plant room areas (as applicable); ▪ Effects of works on others – 1nr. chiller unit to be maintained operational during replacement / switch out period - noise and vibration nuisance shall be controlled and monitored to minimise inconvenience to adjacent properties. In the event of any activity presenting risk or nuisance, measures shall be taken to reduce the noise at source. ▪ Manual handling – generally etc.		
---	--	--

7 Site restrictions - constraints

The location of works dictate the restrictions necessary to complete the works safely and without risk. It is a condition of working, therefore, that the Works Contractor must:

- Comply with working restrictions and procedures that include but not limited to:
 - SETU permit condition adherence;
 - Cranage needs (sited on roadway);
- General -
 - Workers should be aware of traditional hazards facing members of the public and avoid being “pigeonholed” by risks associated with local infrastructure or services. The job must appropriately resource so that all hazards are controlled;
 - When the TMP is live, it shall be inspected by a competent person with three-day SLG, and the Guidance on Roadworks Checklist 1 completed before works commences;
 - A site-specific project induction must be completed by all personnel working on the project;
 - Separate RAMS will then be required for each element of works within each phase of the project, and these must be submitted to SETU and BDP for acknowledgment 4weeks in advance of works commencing;
 - The Works Contractor will be expected to conduct weekly progress & safety meetings with their project team. A weekly report should be generated from this and submitted to SETU at the agreed date. SETU reserve the right to sit in on these meetings;
 - The Works Contractor and their sub-contractors will be expected to conduct their own regular site safety audits as well as weekly toolbox talks. Copies of the audits and toolbox talks must be sent to SETU;
 - SETU may conduct their own weekly site safety audits, and all contractors must cooperate and attend safety briefings; toolbox talks etc when requested;
 - Technical Design – all proposed plant & equipment intended for use in the project must have prior approval of the client. Formal technical submissions must be submitted for approval for all major items;
 - Change Control – a formal change control process will be implemented ensuring no change can commence without all relevant approvals and instructions in place;

- SETU reserve the right to amend any site rules or procedures during the course of the project. The Works Contractor will be expected to adhere to any changes made with no additional cost to the project;
- Working in a property adjacent to other occupied operational retail and public spaces; and
- Maintaining operational business & service continuity, property serviceability etc.;
- Access must be unobstructed and maintained during works for Building occupiers;
- Valid government ID must be presented to property security for vetting and approval when arriving onsite for the first time (passport and or driving licence) – persons arriving to the project without the necessary security clearance id | badge will not be permitted to work;
- BDP reserves the right, at all times, to refuse access to the site.
- Property operational safety shall be a standing agenda item during progress meetings throughout the construction project;
- SETU or other designated representatives (BDP) may order the Works Contractor to suspend operations; move personnel, equipment, and materials to a safe location as required;
- Take cognisance of members of the public within surrounding public areas where safe access | egress must be facilitated at all times;
- Not use the site for any other purpose other than carrying out the works;
- Implement an appropriate signing in and out system for all site operatives and visitors;
- Confine the location of site office, storage compounds, delivery areas etc. to areas previously agreed with BDP;
- The Works Contractor must do everything possible to minimise disruption, disturbance, noise, dust, vibration etc. arising from construction activities;
- Ensure that unauthorised persons cannot encroach on areas occupied by the Works Contractor;
- Ensure that any work which may involve a risk to disruption to existing live services in neighbouring retail areas is agreed in advance the relevant utility representative, as necessary. All such work shall, in any event, must be pre-planned and agreed. Risk Assessments and Method Statements ('RAMS') must be prepared, issued and agreed in advance of all work on or near live services;
- Maintain always clear emergency escape routes and access to existing fire hydrants;
- Damp down works that may create dust to prevent air-borne transfer externally; and
- The Works Contractor compound shall be within the confines for the site.

7.1 Client and local authority restrictions

The following restrictions are present:

- DCC Roads Byelaws;
- Irish Government Covid 19 legislation;
- Rights of Way etc.; and
- Traffic and Parking Restrictions.

Further restrictions may exist than those listed above. The Works Contractor shall liaise with SETU, and An Garda Siochana to ascertain if there are additional items which may impact upon the project.

8 Reports | investigations

8.1 Asbestos (non-envisaged risk item)

SETU typically have comprehensive asbestos management plans and registers for their premises. There is always the possibility that asbestos containing materials could be discovered whilst a contractor is working at a property. In these circumstances work must immediately stop, and the area vacated until SETU have been contacted and the area checked by a competent person.

8.2 Services survey (refer to BDP Scope of Works documentation)

9 Existing information

9.1 Available information

9.1.1 Health and safety file

Existing safety file information has been made available to the Works Contractor in terms of as-built information and registers by the Client. Reliance on original as installed dwgs should not be taken by the Works Contractor.

9.1.2 Eliminate | reduce by design

- Risks are to be identified, eliminated at source, substituted for a lesser risk, reduced and or controlled; and
- Temporary works management, traffic management, limited access, the Works Contractor must promote elimination of fall risks. Such measures shall seek to 'engineer in' solutions to reduce foreseeable risks.

10 Operational plan requirements

10.1 Production of operational plans

The Works Contractor must develop the following operational plans prior to the commencement of works and include them in 'Plan.' These plans are 'live' documents and therefore subject to review and change as maybe required:

- Overhead Lifting Plan prepared by competent AP with Crane Provider;
- Deconstruction Management Plan (as applicable) - All dismantling and deconstruction works shall be carried out in such a manner as to cause minimum disturbance and interference with property operations. The Works Contractor shall make provision for providing all necessary protective and special works sequencing measures during the demolition process and completion works;
- Traffic Management Plan – Reference shall be made to the entrance & exit points / the demarcated locations of site operative & visitor pedestrian routes / vehicle crossing points / one way or two-way traffic flow system / turnaround areas / exclusion zones during all aspects of work including crane works etc.;
- Material Delivery Plan - (i.e., lay down areas, 'just in time' delivery policies, sequential material delivery policies etc.). The Works Contractor shall avoid offloading materials on any thoroughfare at much as possible. If this is not possible, the Works Contractor shall liaise with SETU agreeing appropriate material receipt and travel methods;
- Storage Area Plan - taking in to account storage requirements such as:
 - Non-Conformance areas / contaminated materials storage area;
 - Flammable storage areas (in agreement with SETU and Property Manager Fire Officer);
 - Lay down areas (e.g., temporary storage of materials); and
 - Fabrication areas (if required).
- Emergency Plan - shall incorporate the following:
 - The organisation of personnel, responsibilities and training (in relation to Fire and Emergency Evacuation Coordinator and Deputy Coordinator, Fire Warden, General Operatives and Subcontractors);

- Communication of arrangements (e.g., Site Safety Notice Boards / Emergency contact details);
- Fire protection measures (i.e., designated escape routes, flammable material use / storage, hot work permit systems, raising of fire alarm, recording of inspections / drills / tests etc.);
- Emergency Procedures highlighting fire evacuation procedures, assembly points, roll calls etc.; and
- Prevention measures highlighting Risk Assessments and Method Statements, 'No Smoking' policy and disposal of waste.
- Noise Attenuation Scheme Plan - shall be incorporated in relation to all aspects of the construction works for the works and thereafter implemented by the Works Contractor in accordance with agreed details (if required) to ensure that noise limits are achieved at the nearest sensitive locations. The Works Contractor is to take due cognisance of noise generated by onsite plant & equipment by using less noise generating plant & machinery or fitting of dampeners / mufflers etc. Where noise is generated, the Works Contractor has a responsibility to incorporate noise monitoring measures whereby elimination is the preferred option as per requirements set out in the Safety, Health, and Welfare at Work (General Application) Regulations, 2007-2022; and
- Dust Minimisation Plan - shall be incorporated in relation to the construction phase of implementing the works (i.e., from site mobilisation/enabling to site demobilisation). The plan shall address best available technology to minimise air blown dust and particles from being emitted from the site, including:
 - Airtight dust sheeting to all access points into each work area;
 - Covering skips; and
 - With approval from the SETU, the replacement of smoke sensors with heat sensors during works.

11 Site wide elements

11.1 Access | egress | contractor compound

11.1.1 General access

It shall be the responsibility of the Works Contractor to assess the condition of the access road to the Site to ensure that the road has sufficient width and strength to carry the construction traffic. The position of general access and egress and means of transport of materials to site and on-site transportation requirements are to be discussed & reviewed during the pre-contract and post contract design stages to identify the potential hazards with building layout and positioning, thus allowing the development of a safe and efficient traffic management plan. Consideration shall be given to the following:

- Maintaining safe and clear access to all areas of the property;
- Protection of property staff, stakeholders and members of the public from site activities;
- General vertical and horizontal access | egress routes to be kept clear always; and
- Delivery of materials to be under supervision to avoid contact with persons. Deliveries to be programmed to avoid high trafficked times thus minimising congestion and conflict with other deliveries.

11.1.2 Access

It will be the Works Contractor's responsibility to assess the constraints around using these routes and to ensure they have considered this in their tender. Any deliveries that are too

large or cannot be transported via typical travel routes will need to be agreed to be completed at appropriate times.

11.2 Location of unloading

The location of the delivery | unloading point is to be within the dedicated contractor-controlled area considering:

- There is limited space available for delivery of materials to site;
- Adjacent areas will continue to be occupied;
- Drivers are to be aware of the site, laneway constraints and infrastructure locations;
- Unloading shall NOT be done without supervision; and
- Vehicles shall not manoeuvre without a suitable and trained Banksman.

11.3 Contractor car parking

The Works Contractor is to review onsite vehicle height restrictions adjacent to all agreed material drop off locations.

11.4 Welfare arrangements

Under Regulation 17 (3) a & b, the Works Contractor shall co-ordinate the arrangements for the provision and maintenance, in an appropriate condition, of site welfare facilities for all persons at work on the construction site, in accordance with Part 14 of the Safety, Health & Welfare at Work (Construction) Regulations, 2013-2023. Welfare arrangements are to be suitable and sufficient considering the site undertaking.

11.5 Storage provisions

The Works Contractor shall avoid where possible the storage of flammable materials on site. Shall this be unavoidable then the exact position shall be agreed, as gas and fuel will need to be identified in the fire & emergency plans. All materials are to be stored within an appropriate storage container.

11.6 Housekeeping | disposal of waste

Good housekeeping is an essential part of a safe and efficiently run site. Waste materials shall be disposed of promptly and into suitable containers. Waste shall be removed from site at regular intervals to avoid a build-up of rubbish.

11.7 Emergency procedures | routes | exits

The Works Contractor is to provide suitable firefighting equipment and maintain an emergency evacuation procedure throughout the progress of the works. A competent person shall be appointed to act as a fire marshal and the proposed fire emergency procedures are to be described in the 'Plan.' The adopted procedures are to be brought to the attention of all operatives and visitors to the site. Care shall be taken to ensure all emergency routes are to remain open throughout the duration of the project. Materials, stores, skips, etc. shall be positioned so as to ensure that emergency access/egress routes remain unobstructed.

11.8 First aid

The Works Contractor is to provide adequate provisions for the administering of first aid. The amount of first aid equipment is to be assessed based upon the risk of the project and the

numbers of personnel on site. A trained first aider | appointed person must be identified and remain on site throughout the duration of the project.

11.9 Site traffic

The movement of delivery vehicles is to be closely monitored and shall only be done under the supervision of a suitable and trained Banksman. A risk assessment must be carried out to identify potential risk. Suitable control measures are to be put in place to protect property staff, customers, property stakeholders, roadway users and members of the public. The Works Contractor is to down brief all supply chain contractors regarding vehicular weight and height restrictions which apply when travelling to site.

11.10 Accident | incident reporting

Action in the event of an accident | incident:

- Raise alarm;
- Call SETU and BDP; and
- Follow up ASAP with email notice.

12 Clients and occupiers' activities

12.1 Site security

The Works Contractor is responsible for ensuring that the site remains 100% secure at all times. In order to protect staff, customers | staff, other property occupiers and members of the public from on-site activities a detailed description of security arrangements including hoarding, fencing, signage, signing in/out procedures etc. must be included within their 'Plan.'

12.2 Rules and procedures

12.2.1 Site rules and other restrictions on contractors, suppliers and others

The Works Contractor is expected to address details of contractor management in their 'Plan.' The Works Contractor must review all arrangements for site security, occupational health related issues, traffic management, contractors, visitors and employees:

- Ensure that their activities are conducted safely, without risk to health, and in accordance with all relevant health and safety legislation, best practice and compliant working parameters;
- Provide trained and competent employees;
- Ensure all employees report in and report out at the site office recording their name, company and time on site in the Works Contractor register;
- Ensure all employees are provided with suitable and sufficient personal protective equipment;
- Cooperate fully imposed security requirements;
- Conform to the requirements contained within the landlord contractor code of conduct documentation;
- Report immediately any incidents to BDP;
- Maintain fire tender access and egress to all surrounding infrastructure;
- Maintain safe, clean and clear access to the property;

SETU on behalf of BDP
NetLabs Chiller Replacement Works Project, SETU, West, Campus, Waterford

- Speed restrictions are to be down briefed and complied by all persons;
- Ensure adequate dust prevention/restriction measures are in place to protect the surface of all provided roadways within the site and surrounding estate;
- Restrict deliveries / construction vehicle movements outside the site boundary before the times of permitted works to seek to eliminate the risk of interface with existing and neighbouring occupiers;
- Prevent damage to any public realm area especially where percolation systems may exist and local infrastructure;
- Recognise the potential for concealed services within site and crane sited location demises;
- Not to use the site for any other purpose other than carrying out the works;
- Ensure that a suitably qualified and competent Banksman be in attendance/escorting all construction vehicles including delivery vehicles, when vehicles are manoeuvring on shared campus construction roadway;
- Enclose the site area for the protections of persons and securing the work area against unauthorised persons or intruders;
- Ensure no area of the site to be left unsecured overnight;
- Provide all necessary welfare facilities for site operatives, existing toilet/welfare on site; facilities will only be used;
- The use of radios or any other musical device by contractors is strictly prohibited without authorisation;
- Ensure against lone working at any time;
- Ensure high visible vests to be worn always;
- Prevent the use of alcohol onsite;
- Prevent the use of drugs onsite;
- Prevent the playing of music on site;
- Ensure any work which may involve a risk to disruption to existing live services is agreed in advance all affected stakeholders and utility providers. All such work shall, in any event, be pre-planned and agreed. Risk Assessments and Method Statements ('RAMS') must be prepared, issued and agreed in advance of all work on or near live services;
- Ensure that no construction activities are carried out without a documented safe system of working;
- Prepare a specific site plot area traffic management plan (this plan shall be dynamic in nature and shall be required to be amended as work progress dictates) is required prior to commencing work on site, heavy pedestrian movements, site mobilisation etc.;
- Ensure noise, dust and vibration (potential disruptive works) causing work to adhere to committed parameters prior to commencing work on site;
- Anticipate (and eliminate where possible) works considered to be disruptive to adjacent operational and retail properties;
- Ensure that no horseplay takes place on site;
- Ensure against catcalling by construction personnel;
- Ensure against the use of inappropriate or coarse language; and

- Ensure that construction personnel are properly dressed always.

12.3 Permits to work

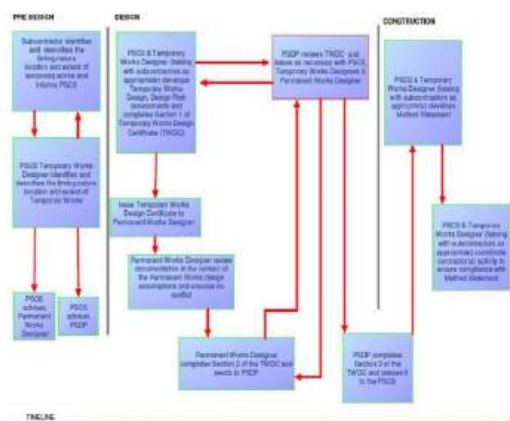
- General contractor works;
- Hot works;
- Entry into confined spaces;
- Works to Life Safety Systems;
- Work on energised systems;
- Working at Height; and
- Limitation of access (used to control access to sensitive areas of NetLabs).

12.4 Temporary works

The Works Contractor is to consider all works which may affect the interface with property stakeholders and members of the public. All temporary works design and management is to be carried out in accordance with the Safety, Health and Welfare at work (Construction) Regulations, 2013 and relevant Approved Codes of Practice. DCON Safety Consultants recommend that The Works Contractor adopt the process and forms as found in Appendix 2 of the HSA Publication '*Approved Code of Practice - The Safety, Health and Welfare at Work (Construction) Regulations, 2013*'. The definition of Design is incorporated in Safety, Health & Welfare at Work Act, 2005:

- Section 8(2)(a) - to manage and conduct work activities in such a way, as far as responsibly practicable, the safety, health and welfare act of his employees;
- Section 8(2)(e) - to provide systems of work that are planned, organised, performed, maintained so as to be. As reasonably practicable, safe and without risk to health;
- Section 17(2) of Act states "A person who designs a project for construction work shall ensure, so far as is reasonably practicable that the project –
 - (a) is designed and is capable of being constructed to be safe and without risk;
 - (b) can be maintained safely and without risk to health during use, and
 - (c) complies in all respects, as appropriate, with the relevant provisions.

12.4.1 TW process map



12.4.2 Temporary works coordinator (TWC) - (works contractor appointment requirement)

The person selected as TWC must possess relevant:

- Experience - i.e., recognise the need for Temporary Works;
- Knowledge – relevant knowledge of proposed construction methodology and Temporary Work; and
- Training (2-day CIF Temporary Works Coordination Course).

12.4.3 Responsibilities of TWC

- Should be formally appointed as early as possible by the Works Contractor | PSCS
- Co-ordinate all temporary works activities;
- Communicate with all relevant parties;
- Ensure design briefs are prepared;
- Ensure temporary works are designed and checked;
- Ensure temporary works are erected | used | dismantled in accordance with relevant documentation;
- Issue permits to load | dismantle;
- Keep Records (drawings | calculations | risk assessments etc.);
- Specific risk assessments have been carried out;
- Implementation of a safe working method statement based on said risk assessments is available and communicated to all involved;
- Erectors are in possession of relevant up to date drawings; and
- Supervisory procedures are in place.

12.4.4 Design brief requirements

- A Design Brief is required because it is a starting point for decisions, calculations and drawings;
- All concerned with the construction element should be involved;
- Design is to be done by a competent person i.e., subcontractor / supplier / consultant etc.;
- TWC is to ensure design has been checked appropriately; and
- The design conforms with actual site requirements (i.e., not generic).

12.4.5 Design brief content summary

Items generally required in a Design Brief include but not limited to:

- Relevant permanent works drawings;
- Site investigation details / foundation information;
- Statement with sketches of what is required;
- Loading information if applicable;
- Permanent works specification if applicable;
- All limitations – programme / loads / space available etc.;

- Design standards and or guidance documents; and
- Advice as to when the design is required.

13 Client safety file

The Safety File is information collated by the PSDP under Regulation 13(a) & (b) of the Safety, Health and Welfare at Work (Construction) Regulations, 2013. The Safety File is a record of information for the SETU which focuses on safety and health in relation to the day-to-day usage, maintenance, alteration etc. of newly installed chillers. The information contained within the file shall alert those responsible for the structures and the services within it of any significant risks to safety and health that shall be addressed during further works to or within the house. The Safety File document must be held in PDF format while also being capable of handling AutoCAD, MS Word, Excel files etc. To make this task achievable co-operation between and co-ordination of all the relevant parties is of essential, right from the outset of the project. The Works Contractor is responsible under Regulation 21 for the co-ordination of arrangements among contractors to ensure the provision of relevant information, in writing, thus enabling the completion of the safety file. A key issue for SETU is the ability to comply with the legislative requirements for this project that relate to the safety file. Information will include the following information:

- Risk assessments;
- Written Scheme of Examination (WSE);
- Examination reports;
- Certificates of thorough examination;
- Fuel supply diagram;
- Chiller operating instructions;
- Record of periodic tests;
- Chiller log book (as available);
- Records of servicing and modifications;
- As-built drawings;
- Water treatment records; and
- Training records – operators and property managers.

14 Effective relationship with contractor

DCON Safety Consultants and BDP recognise that the key principle in relationship management is the fostering of a closer relationship with contractor than may have been typical of industry norms previously. Relationships in our opinion are developed with a foundation of respect in well-managed health & safety teams and contribute to a spirit of collaboration and an atmosphere of mutual trust throughout the project lifecycle. We will create an effective relationship with the project supervisors to ensure successful delivery of health & safety by:

- '*Best person for the job*' – This approach shall be adopted on the project to assist team integration and creating a join sense of purpose;
- Contractor Engagement - Engaging with the Works Contractor at the earliest opportunity after notification of preferred status to reiterate the health and safety goals and expectations of SETU;

- Acknowledging that the relationship is important! - Listening to the project supervisors to understand how they view and propose to ensure the health and safety expectations of the client. We will invest time and energy to understand the Works Contractor needs and to deal with anything that gets in the way. Effective and non-judgemental listening will prevent the creation of distance and defensiveness at site and project meetings;
- 'Top Down' Approach - Recognising effective health & safety management performance comes from 'a top down' approach. It must be demonstrated and reinforced at every level of management through to the workforce so that there is no doubt about the behaviour that is expected on this project;
- Facing any differences directly - Our philosophy of confronting and attempting to understand differences before they become an issue is a pro-active solution approach;
- Win-Win Solutions - Working towards solutions where both parties win. We will seek to achieve a win-win solution and this in turn builds exciting and satisfying relationships;
- Informal forums - Meeting the Works Contractor informally prior to site management and principal meetings so they feel comfortable raising issues that are important to them;
- Open Communication Culture - Developing a culture at each meeting and site visit whereby people can express their feelings. We will create relationships by sharing thoughts, opinions and project deliverables. Our organisational culture encourages people to connect which in turn will generate a passionate commitment to achieve the health & safety goals of the project.
- Advice & Recommendations - Providing health and safety annotations / suggestions as needed'
- Team Recognition - Acknowledging 'good to excellent' safety attitudes and systems of work onsite'
- 'No Blame' Environment – Supporting a near miss incident culture under a 'no blame' environment; and
- Best Practice Guidelines - Agreeing and implementing best practice guidelines in providing continual improvements e.g., site management and sub-contractor team risk management awareness, behavioural development, Workplace Transport Safety; temporary works management and traffic management and site layout design.

Appendix 1 –AF 1 form (8th September 2026)

Approved Form (AF 1)

Regulation 10

Particulars to be notified by the Client to the Health and Safety Authority before the design process begins

NOTE:

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

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

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

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

Name:	SETU		
Address:	c/o Estates and Facilities, Cork Road Campus, Cork Road, Waterford, X91 K0EK		
Telephone:	+353 85 747 9029	E-Mail:	michael.s.lyons@setu.ie

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

PSDP Name:	BDP	H&S C. Name:	DCON Safety Consultants Limited
Address:	Blackhall Green Dublin 7 D07 V0RF	Address:	Suite 5, Fitzwilliam Square East, Dublin 2
Telephone:	+353 1 474 0600	Telephone:	+353 1 611 1556
E-Mail:		E-Mail:	diarmuid.condon@dconsafety.com

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

PSCS Name:		H&S C. Name:	
Address:		Address:	
Telephone:		Telephone:	
E-Mail:		E-Mail:	

- 4 Information on Construction Work:** Please provide your details of the following.

Description of Project:	Works relate to the planned replacement of existing chiller units across a circa 10-12wk period. Works are deemed to include all associated M&E works.		
Exact Address of Construction Site:	NetLabs, SETU Cork Road Campus, Cork Road, Waterford, X91 K0EK		
Signed:	 by or on behalf of the Client		
Position:	PSDP H&S Coordinator	Date:	8th September 2026

Appendix 2 – Design risk assessment

SIGNIFICANT HAZARD RISK REGISTER

Project: SETU NETLAB CHILLERS
Job No: P3003478

Revision: T01
Stage: 2b

Ref. No.:	Significant Hazard/Risk:	Design Owner:	Designer Action: (Elimination/Reduction/Mitigation)	Remaining Risk: (Yes/No)	Remaining Significant Risk/Future Control Measure:	Action By:	Residual Risk "Stage": Construction/Use of Building/ Cleaning/Maintenance/Demolition	Residual Control Measure Owner:	Status: (Open/Closed)
1	Burns / Fire hazard from welding, cutting, brazing and soldering	N/A	None.	Yes	Contractor to set a method statement for safe working and submit to PSDP	Contractor	Construction	Contractor	Open
2	Electrical boards - Panel jump back distance / electrocution	BDP	Panel jump back distance of 1.2m shall be provided. Remote isolation provided for the entire panel and provide appropriate signage stating that panel must be isolated prior to any works being carried out.	Yes	Contractor to restrict access to authorised personnel only. Client to ensure access to boards / MCC is limited to authorised qualified maintenance personnel only	Contractor / Client	Construction / Maintenance	Client	Open
3	Installation and maintenance of plant on roof.	BDP / Architect	BDP to communicate need for safe access to plant to the project architect. Project architect to include means of safe access within their design.	Yes	Contractor to provide method statement for all works on roof. Client to ensure that attendance to the services for maintenance etc. is pre-planned with provision of appropriate method statements to complete the works in a safe manner.	Contractor / Client	Construction / Maintenance	Contractor / Client	Open
4	Falling of load. Hitting & crushing of a load to existing facilities. Toppling of Crane. High wind speed, Poor communication and poor visibility. Damage to underground utilities of earth. Lifting & Crane safety precaution.	N/A	None.	Yes	Contractor to provide method statement for all crane works	Contractor / Client	Construction	Contractor	Open
5	Working within a live university campus	N/A	None.	Yes	Contractor to ensure services to live university are not impacted during construction works and all services within the live school remain safe.	Contractor	Construction	Contractor	Open
6	Working within confined spaces	N/A	None.	Yes	Contractor to provide method statement for all works within confined spaces.	Contractor	Construction	Contractor	Open

08/09/2026

Appendix 3 – Site plan



APPROX 18m
HORIZONTAL
DISTANCE

APPROX 19m HEIGHT
ABOVE LOUVRE

POTENTIAL
LOCATION FOR
CRANE TO BE
ORGANISED WITH
SETU PIOROR TO
WORKS

CRANE LIFT – OUT OF HOURS

CRANE LIFTING OPERATIONS ARE TO BE CARRIED OUT OUTSIDE NORMAL WORKING HOURS, SUBJECT TO PRIOR APPROVAL AND COORDINATION WITH RELEVANT SITE MANAGEMENT, AUTHORITIES AND AFFECTED PARTIES.

CONTRACTOR TO PROVIDE A DETAILED LIFTING PLAN, TRAFFIC/PEDESTRIAN MANAGEMENT ARRANGEMENTS, EXCLUSION ZONES, LIGHTING, SUPERVISION AND ALL NECESSARY PERMITS/APPROVALS PRIOR TO COMMENCEMENT.

ALL WORKS TO BE CARRIED OUT IN ACCORDANCE WITH THE APPROVED LIFTING PLAN, APPLICABLE LEGISLATION AND SITE SAFETY REQUIREMENTS.

EXISTING CHILLER OPERATIONAL WEIGHT 3655KG
EXSITNG CHILLER SHIPPING WEIGHT 3440KG

NEW CHILLER WEIGHT 2359KG

NOTES

ALL INFORMATION WITHIN THESE DRAWINGS IS THE INTELLECTUAL THE PROPERTY OF BDP AND SHALL ONLY BE USED FOR THE PROJECTS AND PROJECT STAGES WITH APPROVAL FROM BDP.

DO NOT SCALE FROM THIS DRAWING WITHOUT CONFIRMING WITH BDP. CHECK ALL DIMENSIONS ON SITE AND ENSURE EQUIPMENT FITS PRIOR TO ORDERING.

THIS DRAWING SHALL BE READ IN CONJUNCTION WITH ALL OTHER DRAWINGS AND DOCUMENTATION. INCLUDING DRAWINGS FROM OTHER PROFESSIONS.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CO-ORDINATION OF THE MECHANICAL AND ELECTRICAL SERVICES AND THEIR CO-ORDINATION WITH ALL OTHER BUILDING ELEMENTS.



T01 - FOR TENDER		BOR	CC	24.08.26
REVISION DESCRIPTION		DRAWN	CHECKED	DATE
Blackhall Green Dublin 7 Ireland T +353 (0)1 474 0600 www.bdp.com		BDP.		
PROJECT TITLE				
SETU - NET LABS CHILLER UPGRADE				
DRAWING TITLE		SCALE		
SITE PLAN		@ A1		
		NTS		
PROJECT NUMBER		DRAWING NO.		DATE
P3003748		(5-)M001		AUG 26
				REVISION
				T01