Seamus Glacken
CONSULTING ENGINEERS Ltd.

13 Ridgepool Village,
Ballina, Co. Mayo.
F26 X892

Ph/fax: (096) 72997
Mobile: (087) 9974422
E-Mail: info@glackenengineers.com
Web: www.glackenengineers.com

PRELIMINARY HEALTH AND SAFETY PLAN

Form 1

PERTAINING TO

BONNICONLON COMMUNITY PARK, PHASE 1.

at

BONNICONLON, BALLINA, CO MAYO

For

BONNICONLON YOUTH HUB.

Prepared By:
Seamus Glacken Consulting Engineers Ltd.

Date: 20th November 2026

Seamus Glacken.

SEAMUS GLACKEN CONSULTING ENGINEERS LTD.,
13 RIDGEPOOL VILLAGE ,
BALLINA,
CO. MAYO

T: 096-72997
e: info@glackenengineers.com

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General Principles of Prevention

1. The avoidance of risks.
2. The evaluation of unavoidable risks.
3. The combating of risks at source.
4. The adaptation of work to the individual, especially as regards the design of places of work, the choice of work equipment and the choice of systems of work, with a view, in particular, to alleviating monotonous work and work at a predetermined work rate, and to reducing their effect on health.
5. The adaptation of the place of work to technical progress.
6. The replacement of dangerous articles, substances, or systems of work by non-dangerous or less dangerous articles, substances, or systems of work.
7. The giving of priority to collective protective measures over individual protective measures.
8. The development of an adequate prevention policy in relation to safety, health and welfare at work, which takes account of technology, organisation of work, working conditions, social factors and the influence of factors related to the working environment.
9. The giving of appropriate training and instruction to employees.

1.0. INTRODUCTION:

This Preliminary Safety and Health Plan has been prepared in accordance with the Safety, Health, and Welfare at Work (Construction) Regulations 2013. It is a document, which is created by the Project Supervisor Design Stage (PSDP) and developed by the Project Supervisor Construction Stage (PSCS) throughout the course of the construction phase. All those involved with the design phase have a statutory duty to comply with it and to provide the Project Supervisor Design Process (PSDP) with any information they have which is required to keep the Plan up to date.

It is the intention of the Client that the project be designed and constructed in such a way that the risks to the health and safety of all persons engaged in its construction and future use are eliminated or reduced to an acceptable level.

The full scope of the Works, the duration of the contract and the obligations of each Design Team Member and Contractor, shall be ascertained by reference to the Preliminary Safety & Health Plan, and Contract documents read as a whole.

2.0. APPLICABLE REGULATIONS, STANDARDS AND GUIDELINES

All work on this contract must be carried out in accordance with the following non-exhaustive list of requirements:

Regulations:

- Safety, Health and Welfare at Work (General Application) Regulations S.I. No. 299 of 2007
- The Safety, Health and Welfare at Work Act 2005
- S.I. No 291 of 2013, Safety, Health and Welfare at Work (Construction) Regulations 2013
- S.I. No 44 of 1993, Safety, Health and Welfare at Work (General Application) Regulations 1993 (part X. only)
- The Organisation of Working Time Act, 1997 and S.I. No 473 of 2001 Organisation of Working Time (Records) (Prescribed form and Exemptions) Regulations, 2001
- Fire Services Act, 1981 and amendments 2003
- S.I. No 218 of 2001: Safety, Health and Welfare at Work (Confined Spaces) Regulations, 2001
- S.I. No 619 of 2001, Safety, Health and Welfare at Work (Chemical Agents) Regulations
- 2001 and the current code of practice.
- S.I. No 78 of 2001, Safety, Health and Welfare at Work (Carcinogens) Regulations 2001
- S.I. No 572 of 2013, Safety Health and Welfare at Work (Biological Agents) Regulations 2013,
- Safety & Health Protection of Workers Potentially at Risk from Explosive Atmospheres (1999/92/EC)
- S.I. No 632 of 2001, European Communities (Noise Emission by Equipment for use Outdoors) Regulations 2001
- S.I. No 10 of 1996, Waste Management Act 1996 & all subsequent amendments and regulations
- Protection of Groundwater Regulations, 1999
- Waste Management (Hazardous Waste) Regulations, 1998 to 2000

- Waste Management (Licensing) Regulations 2000 S.I. 185 of 2000
- Waste Management (Permits) Regulations, 1998
- Council Regulation No. 259/93 on the supervision and control of shipments of waste within, into and out of the European Community and subsequent amendments
- Waste Management (Movement of Hazardous Waste) Regulations, 1998
- Waste Management (Transfrontier Shipment of Waste) Regulations, 1998
- Local Government (Water Pollution) Act, 1977 (No. 1 of 1977) and Amendment Act, 1990 (No. 21 of 1990) and regulations thereunder

HSA Codes of Practice:

- Code of Practice for Avoiding Danger from Underground Services-HSA
- Code of Practice for Working in Confined Spaces-HSA
- Code of Practice on Access and Working Scaffolds-HSA
- A Guide to Safety in Excavations-HSA
- Safe Systems of Work Plan (SSWP)-HSA

IS Codes of Practice:

- Code of Practice: Safe use of Cranes in the Construction Industry, I.S. 360:2004
- DOE Publications:
- Chapter 8 of the 'Traffic Signs Manual' published by the Department of the Environmental, 2008 (Ireland).

BS Codes of Practice:

- Eurocode 3- for the design of steel elements
- EN 1993-1-1: General rules and rules for buildings.
- EN 1993-1-2: General rules - Structural fire design.
- EN 1993-1-3: General rules - Supplementary rules for cold-formed members and sheeting.
- EN 1993-1-4: General rules - Supplementary rules for stainless steels.
- EN 1993-1-5: General rules - Plated structural elements.
- EN 1993-1-6: General rules - Strength and stability of shell structures.
- EN 1993-1-7: General rules - Strength and stability of planar plated structures subject to out of plane loading.
- EN 1993-1-8: Design of joints.
- EN 1993-1-9: Fatigue.
- EN 1993-1-10: Material toughness and through-thickness properties.
- EN 1993-1-11: Design of structures with tension components.
- EN 1993-1-12: General - High strength steels.
- EN 1993-2: Steel bridges.
- EN 1993-3-1: Towers, masts and chimneys – Towers and masts.
- EN 1993-3-2: Towers, masts and chimneys – Chimneys
- EN 1993-4-1: Silos
- EN 1993-4-2: Tanks
- EN 1993-4-3: Pipelines
- EN 1993-5: Piling
- EN 1993-6: Crane supporting structures
- Eurocode 3 applies to the design of buildings and civil engineering works in steel. It complies with the principles and requirements for the safety and serviceability of structures, the basis of their design and verification that are given in EN 1990 – Basis of structural design. It is only concerned with requirements for resistance, serviceability, durability and fire resistance.

- EN-1993 is intended to be used in conjunction with:
- EN 1990: Eurocode - Basis of structural design;
- EN 1991: Eurocode 1 - Actions on structures;
- ENs, ETAGs and ETAs for construction products relevant for steel structures;
- EN 1090 Execution of steel structures – Technical requirements;
- EN 1992 to EN 1999 when steel structures or steel components are referred to.

- Eurocode 6 for design of masonry and concrete elements consists of four documents:
    - BS EN 1996-1-1: Rules for reinforced and unreinforced masonry (2005)
    - BS EN 1996-1-2: Structural fire design (2005)
    - BS EN 1996-2: Selection and execution of masonry (2006)
    - BS EN 1996-3: Simplified calculation methods for unreinforced masonry structures

- BS 5228-1:2009 Noise and Vibration Control on Construction and Open Sites.
- BS 5975:2008+A1:2011 Code of practice for temporary works procedures and the permissible stress design of falsework
- BS 6031: 2009 Code of Practice for Earthworks
- BS 7121-1: 2006 Code of Practice for Safe Use of Cranes. General
- BS 7121-3: 2000 Code of Practice for Safe Use of Cranes. Mobile Cranes
- BS 7121-4: 1997 Code of Practice for Safe Use of Cranes. Lorry Loaders
- BS 8000-1: 2014 Workmanship on building sites. Code of practice for excavation and filling
- BS 8000-2.1:1990 Workmanship on building sites. Code of practice for concrete work. Mixing and transporting concrete
- BS 8000-2.2: 1990 Workmanship on building sites. Code of practice for concrete work. Siteworks with in situ and precast concrete
- BS 8000-3: 2001 Workmanship on building sites. Code of practice for masonry
- BS 8000-14: 1989 Workmanship on building sites. Code of practice for below ground drainage
- BS 8002: 1994 Code of Practice for Earth Retaining Structures
- BS 8004: 1986 Code of Practice for Foundations
- BS EN 752-1:2008 Drain and sewer systems outside buildings. Generalities and definitions
- BS EN 752-2:1997 Drain and sewer systems outside buildings. Performance requirements
- BS EN 752-4:1998 Drain and sewer systems outside buildings. Hydraulic design and environmental considerations

- BS EN 752-7:21998 Drain and sewer systems outside buildings. Maintenance and operations
- BS EN 15312 Multi Sports equipment
- BS EN 15330-1 Surfaces for Sports Areas
- BS EN 15330-2 Surfaces for Sports Areas – Synthetic Turf
- BS EN 1176, BS EN 1177 Standards for playground Surfaces and equipment

(Note- BS and EN standards are subject to periodic amendment and updates. Designers must satisfy themselves as to the current revision of standards as designs re being completed)

CIRIA GUIDELINES :

- CIRIA Bridges
- CIRIA Trench Practices
- CIRIA Steel Reinforcement
- CIRIA Foundations
- CIRIA Noise Screen Enclosures
- CIAC Sheets:

GENERAL GUIDELINES:

- Avoidance of Electrical Hazards When Digging-ESB
- Avoidance of Electrical Hazards When Working near Overhead Electric Lines-ESB

3.0. SCOPE OF WORKS:

To construct an entrance, driveway and car park for a future community park at Bonniconlon Village. This project is for phase 1 of the project.

This statement is for the Design and Construction of the development including the following general elements;

- Civil Works
- Structural Works
- Mechanical & Electrical Works
- All Ancillary Works

3.1. Detailed Scope of Works

The Scope of Works for the design and construction is as follows;

- See attached Document 02. Description of Works and 07. Pricing Document

4.0. GENERAL PROJECT DETAILS

4.1.	Client:	Bonniconlon Youth Hub.
4.2.	Project Supervisor for Design Process:	Seamus Glacken Consulting Engineers Ltd.
4.3.	Project description:	To construct an Entrance, driveway and car park for Bonniconlon Community Park, Phase 1.
4.4.	Site Location:	Bonniconlon, Co. Mayo
4.5.	Contaminated Land:	None envisaged
4.6.	Drawings:	Refer To Drawing Schedule.
4.7.	Specifications:	Refer to Specification Documents
4.8.	Location of connections for Welfare Facilities:	Site Compound – On-Site – location determined by PSCS.
4.9.	First Aid:	Contractor as Project Supervisors for the Construction Stage will ensure that adequate First Aid facilities will be available on-site. Welfare arrangements to comply with the requirements of the SHWW Construction Regulations 2013
4.10.	Existing Safety File:	None
4.11.	Relevant Adjoining Land Uses:	None
4.12.	Restriction of Working Hours:	Breaks and rest periods should be as per industry norm.
4.13.	Site Restrictions:	The building site MUST be protected from unauthorised personnel entering the site at ALL TIMES. All work, storage etc. to take place within existing site. The storage of flammables on site is prohibited.
4.14.	Traffic System and Access Restrictions:	It will be the responsibility of the Contractor to make themselves aware of traffic and car parking regulations, to ensure that it complied with at all times by his site personnel. No works to interfere with the current building works taking place on site as mentioned previously.
4.15.	Existing roads and sightlines	The existing public roads in Bonniconlon Village, R294 and Bonniconlon – Castleconnor Road.
4.16.	Intended Contract Commencement Date:	**15th January 2027**
4.17.	Intended Contract Completion Date:	Exact date not known at this time.
4.18.	Phasing of Work:	Phase 1 of 2/3

All contractors must only deliver materials to site as required, and the security fencing should be robust enough to discourage opportunistic access.

The civils and structural designers must take account of this and ensure any fencing, and or security doors on the building are designed in accordance with current codes and do not provide opportunities for persons to access, steal or damage equipment that may be housed within the building or the surrounds. Designers must also ensure any high value equipment including fuels are located away from the public areas where they could be easily accessed.

4.20. Security:

Materials, plant and equipment shall be stored with due regard to the risks posed to pedestrians, cyclists, vehicle traffic, site personnel and the environment. Where the risk of interference is high, compounds shall be constructed to provide a secure enclosure. Stacking, storage and laydown areas must be secure, and storage of materials must not block or interfere with the traffic gate located adjacent to the site.

Designers of security fencing and the building must ensure that any new fence sections or any structure should be non-climbable.

Only the minimum quantity of hazardous substances will be permitted to be stored on site in properly constructed and labelled containers to reduce potential environmental impacts and possible harm. Any storage of chemicals/fuels must be located in such a way so as not to contaminate gullies with any accidental discharge.

Appropriate methods of containment for accidental leakage shall be implemented (e.g. bunding of oil storage and provision of emergency spill kits).

5. IDENTIFICATION OF ROLES

5.12. Client:

Bonniconlon Youth Hub

5.13. Building Contractor:

TBA

5.14. Project Supervisor:

The Project Supervisor Design Process is Seamus Glacken.

The Project Supervisor Construction Stage is TBA

5.15. Health & Safety Co-ordinator Design Process:

The PSDP may appoint a competent person as Health & Safety Co-ordinator (HSC) to assist the PSDP in undertaking duties described in the Construction Regulations 2013.

The H&S Co-ordinator will assemble the Designer's Risk Assessments from all parties to the Design (including design contractors appointed by the DB Contractor, specialists and 3rd parties) as part of the production of the Health and Safety Plan.

Any construction contractors carrying out design works must be made known to the PSDP and are expected to comply with the Preliminary Safety & Health Plan and all associated design codes relevant to their works.

5.16. Health & Safety Co-ordinator Construction Stage:

The PSCS may appoint a competent person as Health & Safety Co-ordinator (HSC) to assist the PSCS in undertaking duties described in the Construction Regulations 2013.

5.17. Designers:

Seamus Glacken Consulting Engineers Ltd are the main designers for the construction stage of the project. There will be Ancillary Designers and Certifiers engaged for specialist elements of the works throughout the project

5.18. Specialist Advisors:

N/A

5.19. Role and Responsibilities

All contractors, specialist suppliers and consultants are required to bear cognisance to those Regulations detailed above and ensure all works relevant to them are co-ordinated in line with statutory provisions. No claims for variation will be entertained and documents prepared for submission should bear reference to any new statutory requirements. The regulations are available for review on the H.S.A website, www.hsa.ie.

As above all contractors must advise the PSDP of any concerns, difficulties, obstacles, or any other information which may affect the implementation of the Regulations.

5.19.1. Employer/Client Responsibilities

- Appoint in writing, a competent project supervisor for the design process, and for the construction stage
  Make available for inspection any safety file existing for the project
- Co-operate with the PSDP and the PSCS as appropriate, including in reference to the time required
- and the provision of information to enable the relevant project supervisor to comply with these regulations

  Notify the Health and Safety Authority of the pending works

5.19.2. Project Supervisor Design Process Responsibilities

- Take account of the General Principles of Prevention during the various stages of the design and preparation of the project, in particular
  - When either, or both technical or organisational aspects are being decided in order to plan the staging of successive, or simultaneous works
  - When estimating the time required
- Take account of any pre-existing safety and health plan
- Organise co-operation between designers, and ensure co-ordination of their activities
- Prepare on a preliminary basis and for the purpose of providing information to the PSCS, a written safety and health plan which specifies
  - General description of the project, and the timeframe
  - Appropriate information on other work activities
  - Information on works which may involve particular risks, but not limited to those contained within Schedule 1
  - The conclusions drawn by the PSDP and designers as regards the S&H plan or file, and the general principles of prevention
  - The location of utility services to facilitate welfare facilities
- Prepare the client handover safety file containing relevant safety and health information, which is to be taken into account by the subsequent user, and submit the file promptly upon completion of the project.
- Issue directions to designers, contractors or others to assist or enable compliance with the regulations. This may include directions in writing, and where directions have not been followed, notify the authority

5.19.3. Designer's Responsibilities

- Take account of the General Principles of Prevention when carrying out design works=
- Provide in writing to the PSDP all relevant information necessary for compliance with the regulations, to include information regarding particular risks to safety, health and welfare of persons at works, but not limited to Schedule 1, and also information required for the safety file.
- Co-operate with the PSDP and the PSCS as appropriate
- Co-operate with other designers, as appropriate
- Comply with directions made by the PSDP or PSCS that are issued in accordance with the Regulations
- Ensure their relevant sections of the project, are designed and capable of being constructed to be safe and without risk to health
- Ensure their relevant sections of the project can be maintained safely, and without risk to health during subsequent use.

5.19.4. Supplier's Responsibilities

Any Suppliers of articles, substances, plant or equipment shall;

- Ensure that the article is fit for use, and ensure the article undergoes the appropriate levels of testing and inspection
- Ensure the user is advised of notable risks which may be experienced with the use of the article
- Ensure the appropriate certification and information is promptly supplied

5.19.5. General Duties – Application of the General Principles of Prevention

It is the duty of all parties in the contract, either through the design or construction processes to apply the General Principles of Prevention in all areas of work. The principles of prevention provide for a tiered hierarchical approach to risk assessment and also risk management, and the control of risks should be approached in descending order referencing the list below.

- The avoidance of risks.
- The evaluation of unavoidable risks.
- The combating of risks at source.
- The adaptation of work to the individual, especially as regards the design of places of work, the choice of work equipment and the choice of systems of work, with a view, in particular, to alleviating monotonous work and work at a predetermined work rate, and to reducing their effect on health.
- The adaptation of the place of work to technical progress.
- The replacement of dangerous articles, substances, or systems of work by non-dangerous or less dangerous articles, substances, or systems of work.
- The giving of priority to collective protective measures over individual protective measures.
- The development of an adequate prevention policy in relation to safety, health and welfare at work, which takes account of technology, organisation of work, working conditions, social factors and the influence of factors related to the working environment.
- The giving of appropriate training and instruction to employees.

6. EXISTING ENVIRONMENT

The proposed works will be accessed through access road from main public road.

6.12. Existing Structures:

-

6.13. Ground Conditions:

Ground conditions to be determined on site.

6.14. Site Drainage Arrangements:

As shown on drainage drawings

6.15. Known existing services:

Note: Work near high voltage power lines is dealt with in section 17.15. The following information was checked as far as possible by the Project Supervisor Design Process during a site visit & consultations, and records that can be reasonably established.

Underground Services generally:

6.16.6.	Water Mains	?
6.15.2	Electric Cables	Present (overhead line to be diverted)
6.15.3	Telephone Cable	?

6.15.4	Gas mains	?
6.15.5	Other Liquids/	
	Gases under pressure	N/A

Overhead Services

6.15.6	Electric Lines	Present
6.15.17	Telephone cables	Present
6.15.18	Others	N/a

It is the responsibility of the Contractor to obtain additional drawings from the utility companies and any other third parties to ensure availability of the latest, most accurate information. It should be noted that the locations shown on the drawings may not be accurate and will always require on- site verification.

In the absence of records at a particular location, the Contractor shall assume that utilities are present unless and until proven otherwise.

The exact location and depth of utilities must be verified using appropriate methods, prior to the ground penetration by any means at any location
Prior to commencing works on site it shall be the responsibility of the Contractor to satisfy himself that all known underground utilities on site have been located, identified and recorded.

Excavations should be controlled by a Permit to dig system. Exploratory excavations should be backfilled the same day.

The Contractor will provide the Client with details of any additional utilities not shown on the record drawings, and of actual locations of utilities if different to that shown. Once received by the Client, they will be compiled and made available to all parties, as part of the 'Existing Utilities' drawings. These will form part of the final as- built drawings for the Safety File.

The contractor shall comply with the following guidelines:

- Code of Practice for Avoiding Danger from Underground Services-HSA
- Avoidance of Electrical Hazards When Digging-ESB

7. PROJECT PROGRAMME, TIMESCALES AND PHASING

Design Phase Commences	2024
Envisaged Construction Phase	January 2027
Envisaged Completion Date	tbc

The PSCS will ensure that the contractor is satisfied that the Works and associated phasing can be achieved within their actual programmed timescale, without prejudice to health and safety aspects of the contract.

7.12. Phasing of the Design Phase

The design phase for this project has been broken down into distinct phases

- Preliminary/Developed Design Stage:
- Detailed Design Phase
- Issue for Construction/Construction Stage Administration

8. PROPOSED DESIGN REVIEW MEETINGS SCHEDULE

It is proposed that all stages of the design process may be co-ordinated by a number of meetings on site to review designs across all design disciplines, carry out design risk assessments, build ability and operability assessments, manage the design programme etc.

All designers may be asked to attend these meetings dependant on the scope of their design works and issues that arise on site.

9. EXISTING DRAWINGS

The proposed works are indicated on the drawings.

10. RESTRICTIONS AFFECTING THE PROJECT

There are many restrictions that may affect the Works on this project, some of which may only exist during particular phases of the work. All restrictions shall be identified by the contractor and the details of methods of work required to avoid conflict with them shall be recorded in the Construction Stage Safety and Health Plan.

10.12. Potential Restrictions

The following is a non-exhaustive list of potential restrictions that may occur. Particular restrictions relevant to the Design & Construction Works shall be identified during the risk assessment process.

- Access to site
- Access for vehicles, pedestrians and cyclists on public routes
- Overhead and underground services and utilities
- Hours of work in site areas
- Vehicular traffic flow on the road along the site front.

11. COMMUNICATION

Ongoing communication between all parties is a key element to maintaining safety. Any information that is relevant to other parties should be shared.

11.12. Liaison Arrangements

Current concerns in relation to health, safety or welfare are being communicated directly between the designers and Project Supervisors. The PSDP regularly considers safety issues during the design phase. Future concerns will be communicated through design review and site meetings. Designers comply with their duties in such a way that there is communication, recording and verification of safety information regarding the project. They follow the General Principles of Prevention and document control measures, design assumptions and remaining risks in their Design Risk Assessments (DRAs) (see chapter 19).

The Project Supervisor Design Process is the direct point of contact for the designer and assists the PSDP in coordinating the activities of the designers during the design phase. Current communication with designers by e-mail is working well.

The PSDP will communicate necessary control measures, design assumptions or remaining risks to the PSCS so that they can be dealt with in the Construction Stage Safety and Health Plan.

The PSDP will ensure that there are appropriate systems in place to encourage communication and sharing of relevant information.

The PSCS will develop this Preliminary Safety and Health Plan so that it includes arrangements for ensuring effective communications between all parties such as frequency of site meetings and inspections. The Construction Stage Safety and Health Plan will include arrangements for regular liaison between parties on site, consultation with the workforce, exchange of design information, handling design changes and the exchange of safety and health information between contractors.

Safety communications will include:

- Distribution of Method Statements.
- Site notice boards, signs and posters.
- Site induction.
- Tool Box Safety meetings.
- Task Risk Assessment (TRA)
- Site Safety meetings.
- Company Safety Bulletins.
- Company Safety Newsletters.
- Site Safety Handbooks.
- Management Meetings and Reports.
- Safe Systems of Work Plan (SSWP)-H.S.A

The following is a summary of the liaison arrangements:

- Designer assesses risks and records them on Design Risk Assessment (DRA) forms
- Health and Safety Coordinator/PSDP reviews DRA's and notifies PSDP during the design phase
- PSDP communicates information to PSCS
- PSCS prepares Construction Stage Safety and Health Plan- Site Meetings
- Consultation with Worker's Design Changes Info. by e-mail

11.13. Contact List

Client	Bonniconlon Youth Hub			
Contractor	To be appointed			
Designers	Seamus Glacken Eng	Seamus Glacken	096 72997	info@glackenengineers.com
Assigned Certifier	Seamus Glacken Eng	Seamus Glacken	096 72997	info@glackenengineers.com
PSDP	Seamus Glacken Eng	Seamus Glacken	096 72997	info@glackenengineers.com

12. SAFETY FILES

12.12. Existing Safety File

There are no details of any existing Safety File

12.13. Proposed Safety File

During the course of the project, the PSDP is responsible for ensuring that information for the proposed safety file is prepared and developed and that all the relevant information is included. It should be handed over to the client at the end of the project.

Information contained in the file needs to include that which will assist persons carrying out construction work on the structure at any time after completion of the current project and should include:

- Drawings, calculations, bills of quantities and plans used and produced throughout the construction process along with the design criteria;
- General details of the construction methods and materials used;
- Details of the location and nature of utilities/services and their maintenance/isolation, including emergency and fire-fighting systems, equipment, routes, procedures etc.
- Details of hazardous substances and safety data sheets;
- Load bearing details – shoring, retaining walls, floor slabs, piling, walls, trusses and thrust blocks etc.
- Foundations.
- Records of any pollution control measures installed, hazards or sensitive sites identified and consents, permits, licenses obtained.
- Manuals, and where appropriate certificates, which outline operating and maintenance procedures and schedules for plant and equipment installed as part of the structure

12.14. Pollution Prevention

The relevant design contractors shall assess the risk of pollution from the works and shall set out the precautions to be taken to avoid the release of oils, fuels, coolants or other pollutants into the environment and procedures to be followed in the event of any spillages or uncontrolled release of pollutants into the environment.

The procedures shall provide for a rapid response to any uncontrolled release or pollution incident arising from the Works including its removal and disposal, in accordance with relevant legislation.

13. SITE RULES

The following site rules may be appropriate. Where necessary the Contractor shall develop site-specific rules based on risk assessment.

13.12. Site Rules

- Eating in the building/s restricted to the canteen.
- No smoking on site when the building envelopes have been completed.
- Persons working at over 2m must have some measure of fall protection, or fall arrest.
- Car Parking - in the designated area, only.
- All visitors are to report to the site office and have site rules explained.
- Members of the public with enquiries are to be sent to the site office.
- Advance Notice of coming on to site is required for all sub-contractor’s operatives.

- Helmets Safety Footwear and High visibility Vests must be worn at all times, while on site. Other PPE to be used when required.
- Hot Work Permits to be used for all hot work.
- No walkmans/headphones permitted on site.
- Only 110V electrical supplies may be used on site, with the exception of welding sets with the site manager's approval.
- Only trained persons over 18 years of age may drive site transport, evidence of competence may be sought by the site manager. Passengers are not to be carried unless the vehicle is so designed.
- Any hazardous material being brought onto site must be accompanied by its Material Safety Data Sheet, which must be assessed in advance of use, by the Site Safety Officer.
- Only competent persons, authorised by the site manager, may alter scaffold.
- Safety Barriers or other Protections can only be altered with the Site Manager's authorisation.
- All ladders must be tied or footed while in position for use.
- Keep the site tidy and watch out for fellow workers, maintain access routes clear at all times.
- Obey any safety requirement from Winthrop staff. Winthrop management may stop work activities if there is a threat to Safety, Health and Welfare matters.
- In the event of any Emergency or following the raising of any Alarm go at once to the Site Compound, or as otherwise directed.
- FIRE and other EMERGENCY alarms will be given by shouting FIRE or sounding an ALARM.
- All accidents, near misses, etc. must be reported to the Site Manager, immediately.
- All persons have a responsibility for their own and their fellow workers safety.

Persons engaging in horseplay or other dangerous actions, or being under the influence of alcohol or banned substances, will be required to leave the site immediately.

- Failure to comply with the Site Rules, best practice and basic safety requirements will result in being requested to leave the site immediately, and not being allowed back until full compliance can be guaranteed.
- First Aid facilities are located in the Site Office.

14. STATUTORY CONSTRUCTION FORMS

List of forms, published and available from the Health and Safety Authority, for use with:

Safety, Health and Welfare at Work (Construction Regulations) 2013, S.I. No.291

AF1	Particulars to be notified by the Client to the H.S.A. before the design process begins
AF2	Particulars to be notified by PSCS to the H.S.A. before the construction work begins
GA3	Report of results of inspections of Work Equipment for Work at a Height
AF3	Excavations, shafts, earthworks, underground works or tunnels, cofferdams and caissons –Inspection and thorough examination

15. DESIGN HAZARDS

15.12. Designers Duties

All designers must ensure that the project is capable of being constructed safely, maintained safely and complies with the relevant health and safety legislation. They must consult the applicable regulations, HSA publications and codes of practice, British Standard codes of practice and HSE guidance notes. They must extract the necessary health and safety information from them. They must apply the extracts to each element of the design.

The designers have followed the General Principles of Prevention listed in the Safety Health & Welfare at Work Act 2005. They have noted where particular risks must be brought the attention of the contractor by means of:

- Preliminary Health and Safety Plan
- Drawings
- Safety File

The designers may consult the Health and Safety Coordinator Design Process to assist them in the preparation of the DRA forms. The Coordinator has extracted the particular risks from the DRA forms and documented them below.

15.13. Design Risk Assessment Form

This document contains a template of the DRA form for the convenience of designers. It is a single A4 sheet with eight columns and is used in landscape view. It is an Excel document for electronic reproduction. As the designer fills in a box with text, it automatically expands to accommodate the text. Some of the boxes have drop-down menus for convenience of choice and the boxes automatically shade, where appropriate. A sample is included in this document so that designers can immediately practice using it. It is also available in Excel format and will be forwarded directly.

15.14. Column 1 - Hazard Reference

The designer inserts the hazard reference number in this column. It is important to keep track of the identity of the hazard for the purpose of an audit trail. The Project Manager or Design Team Leader will coordinate the numbering system.

15.15. Column 2 - Activity / Process / Material / Element

The designer inserts the name of the item being considered. It could be a physical item such as a concrete plinth or it could be an activity such as welding or excavating.

15.16. Column 3 - Hazard

Hazard can be defined as the potential to cause harm. A design feature may have none, one or are a number of hazards associated with it. Obvious hazards are crossing the road or working at height. Not so obvious to the contractor and obvious to the designer would be temporary instability of a structure. The designer should always ask is there an equally practical and acceptable alternative with less serious safety issues.

Identification of hazards involves an appraisal of the activities to be undertaken during construction, maintenance, operation, and eventual demolition of the facility under design. Ideally, the designer eliminates hazards before others have to cope with them.

Previously identified factors have to be considered from other projects similar in scope. The Safety File contains all design information such as drawings and specifications. The Regulations require the designer to consult the existing Safety File when projects are being extended, such as in this case. Valuable information is available in it. The client has made it available for the designers. The Plan coordinates the decision-making processes between the different designers and communicates these issues to the contractor. It includes a list of Particular Risks, which the designer must address. The designer must add to the list as appropriate.

Design quality should contribute to minimising the risks associated with these hazards. Evaluating a particular hazard may involve more than one member of the design team. This is particularly so at concept stage. The Regulations require designers to cooperate with each other and with the Project Supervisors. For example the permanent works designer must satisfy himself that the temporary works design is compatible with the permanent works design.

On a typical construction site there will be countless hazards and circumstances that could give rise to hazards. Routine hazards which a contractor would be expected to identify and deal with should not be included in the assessment. To do otherwise could result in significant information being swamped by a recital of a mass of routine everyday information. The designer need only deal with significant or particular construction risks but must be careful to also evaluate hazards that effect maintenance (fitters) and operator (public, staff, passenger and road users).

Hazard identification and notification is limited to those hazards which may not reasonably be expected to be identified by competent, experienced contractors and the average maintenance crew and operator.

Where a specific construction method or sequence was envisaged by the designer which is not readily discernible from the drawings, this should be made known to the contractor, maintenance crew and operator. The Regulations do not require designers to dictate construction methods or to evaluate contractor's proposals

Likelihood	
Probability of Occurrence	Probability Index
So unlikely that probability is close to zero	A
Unlikely to occur, though conceivable	B
Likely to occur sometime	C
Occurrence not surprising. May occur more than once	D
Occurrence inevitable. May occur many times	E

Severity	
Potential Maximum Consequence (Hazard Severity)	Hazard Severity Index
Minor injury/illness resulting in lost time of 3 days or less	1
Injury/illness causing lost time more than 3 days	2
Major illness/injury to one or more persons not causing permanent disability	3
Single fatality or single/multiple permanent disability	4
Multiple fatality	5

15.17. Column 4 - Stage of Work

The designers' hazard analyses should include provisions for Design, Construction, Operation, Maintenance and Demolition of the infrastructure. Each stage should be treated separately in the DRA form. The designer must anticipate all possible actions by users.

Likelihood	
Probability of Occurrence	Probability Index
So unlikely that probability is close to zero	A
Unlikely to occur, though conceivable	B
Likely to occur sometime	C
Occurrence not surprising. May occur more than once	D
Occurrence inevitable. May occur many times	E

Severity	
Potential Maximum Consequence (Hazard Severity)	Hazard Severity Index
Minor injury/illness resulting in lost time of 3 days or less	1
Injury/illness causing lost time more than 3 days	2
Major illness/injury to one or more persons not causing permanent disability	3
Single fatality or single/multiple permanent disability	4
Multiple fatality	5

Risk Level					
Hazard Severity Index	Probability Index				
	A	B	C	D	E
1	L	L	M	H	H
2	L	M	H	H	H
3	L	M	H	S	S
4	M	H	S	S	S
5	M	H	S	S	S

Risk Level Action		
Risk Level	Description	Action by Designer
L	Low	Check that risks cannot be further reduced by simple design changes
M	Medium	
H	High	Amend design to reduce risk, or seek alternative option. Only accept option if justifiable on other grounds.
S	Severe	

15.18. Column 5 - Initial Risk Level

Risk is defined as the combination of the likelihood of harm combined with the severity of the harm. A risk matrix has been developed for this project for the purpose of risk screening. The matrix is provided on the attached sample form. It is not intended to use this matrix for quantitative or semi-quantitative assessment. The risk matrix serves primarily as a guide to the relative risk exposure of hazards. All contractors, consultants and suppliers are required to use this matrix to ensure a consistent and uniform approach to the management of risk across the project. The risk matrix is a graphical portrayal by the shaded areas of severe, high, medium and low risk. The result is known as the Risk Level .When using the matrix, it is important to be consistent and clear about whether the assessment is inclusive or exclusive of the control measures. Column 5 is exclusive and Column 7 inclusive.

The likelihood of the hazard occurring is divided into five alphabetical categories, labelled A – E. For construction /commissioning hazards, the likelihood of something occurring during the construction/maintenance/commissioning phase should be considered.

For systems hazards, the likelihood of something occurring during the lifetime of the light-rail should be considered.

The severity of harm occurring is divided into five numerical categories 1-5.

Crossing a motorway is riskier than crossing a country lane because the likelihood of harm is higher and the severity of harm is greater. The Risk Level determined by the matrix could be Severe (S) or High (H) for the motorway crossing and depends on sight distance and whether or not traffic management was in force.

Being struck by mobile plant on a civil engineering site involving earth moving would have a higher risk than being struck on a house building site. The Risk Level for the house building site could be Medium (M) or Low (L) and depends on the level of driver training and dimensions of the haul road.

The purpose of risk assessment is to indicate the potential effect of design on health and safety. Designers are able to judge whether the design can be left unchanged or should be altered to reduce the risk. A precise estimate of risk is not required, but a consistent method of assessment is required.

It is easier to identify hazards than to evaluate associated risk. In risk assessment, professional judgement is by far the most important component and professional judgement can be wrong, on occasion. Risk assessment results must be viewed with caution. This is particularly so in construction were useful statistical evidence is extremely scarce and where the place of work is necessarily far more chaotic than in most other industries.

Having determined the risk category, this can then be used to screen the risks, targeting the level of effort and resource put into risk reduction to the areas where the greatest benefit can be accrued.

Severe and High risk levels require immediate consideration and every effort should be made to reduce the risk, through the implementation of control or mitigation measures.

Medium risks should be reduced if practicable. If it is not possible to reduce the risk to a low category risk without excessive cost then the decision to accept the risk needs to be backed up with an As Low as Reasonably Practicable (ALARP) justification that is acceptable to the Safety Acceptance Working Group. A risk is considered to be ALARP when the cost of further reduction would be disproportionate to the safety benefit achieved.

Low risk category hazards can be considered to have a risk level that is broadly acceptable. However, consideration should be given to the possibility of reducing or eliminating these risks if this is practicable.

15.19. Column 6 - Risk Control Measures

Having evaluated the Initial Risk Level, the designer records in Column 6 the action to be taken. He must make a record of the decision process, including options considered, design constraints and justification for options not having been taken.

When deciding on a control measure, the designer must check if it creates a new hazard which must be identified and its risk evaluated. For example, a designer may specify water-based paint (requiring more frequent repainting) for application at a height instead of solvent-based paint to prevent the worker inhaling toxic fumes. However, the risk assessment would prove that it is better to specify solvent-based paint because of the high risk of frequent working at height when repainting with water-based paint.

15.20. Column 7 - Residual Risk Level

The designer repeats the actions detailed in paragraph 1.7 to assess the Residual Risk Level after controls are implemented. The Residual Risk Level will always be lower than the Initial Risk Level, due to mitigation.

15.21. Column 8 Significant Residual Risk Passed On?

If Residual Risk Level is Severe and the designer judges it significant and unusual, he should alert the affected party (contractor, maintenance crew, and operator). The designer enters Yes (Y) in column 8. If the risk level is less than Severe, it need not be passed on and the designer enters No (N) in Column 8.

The designer must concentrate on significant risks, which may not be obvious to those who use the design. For example, providing generic risk information about prevention of falls is pointless, because competent contractors will already know what needs to be done, but if the design gives rise to a specific and unusual fall risk which may not be obvious to contractors, designers should provide information about this risk.

Designers also need to provide information about aspects of the design that could create significant risks during future construction work, maintenance or operation. If in doubt about the level of information needed, the best way to find out is to ask those who will use it.

Significant risks are not necessarily those that involve the greatest risks, but those, including health risks that are:

- not likely to be obvious to a competent contractor or other designers
- unusual
- likely to be difficult to manage effectively

15.22. Column 9 Information Flow

If there is significant residual risk (Severe) to be passed on, the designer decides how to record the flow of information.

If the information is to be detailed on drawings, the designer inserts D in Column 9 together with the drawing numbers. This is the best means of information flow, because the person on site reading the drawing is available at first hand to implement the control. This only works where the information is not long or complicated.

If information is to be detailed in specifications, the designer inserts S together with the specification number.

If information is to be detailed in the Preliminary Safety and Health Plan, which is being prepared by the Health and Safety Coordinator, the designer inserts P in Column 9.

If the information is to be recorded in the proposed Safety File, the designer inserts F.

15.23. Column 10 - Status

If the mitigation is not yet complete, the hazard is active and the designer inserts Active in Column 10. If the mitigation measures have been completed and the risk level reduced to an acceptable level, the hazard is signed off and closed. The designer inserts Closed in Column 10.

15.24. Checked and Approved

The Project Manager or Design Team Leader will check and approve the DRA form before submitting it to the Health and Safety Coordinator who in turn will extract significant residual risks for the Preliminary Safety and Health Plan. Checked and approved forms must be submitted on a monthly basis during the design process.

15.25. During Construction

It is anticipated that during construction there will be unforeseen eventualities requiring design input and design change. The Lead Designer will notify the PSDP of these changes as they arise and submit further DRA forms. The PSDP, in turn, will further assess the risks and forward them to the PSCS. The PSDP will modify the Health and Safety Plan accordingly. The PSDP will ensure that the contractor follows through with the new health and safety recommendations.

16. PARTICULAR RISKS:

The following is the non-exhaustive list of particular risks to the safety and health of persons [as set out in Appendix 1 of SHWW Construction Regulations 2013] together with the opinion of the Project Supervisor for Design Process on what elements of the works may fall within each particular risk category. It should be noted that many of the risks on the project may arise out of working methods which are at the discretion of the Contractor and as such cannot be determined by the Project Supervisor for Design Process. Note that in relation to the following:

(a) Items 1 and 2 of the Schedule I [as set out in schedule 1, of SI 504 of 2006]: only those risks which would not be evident and reasonably deducible from drawings or other support documentation to a competent Project Supervisor Construction Stage are listed.

(b) Items 3 to 10 of the Schedule I [as set out in schedule 1, of SI 504 of 2006]: only those which are reasonably foreseeable by the Project Supervisor for Design Process are listed.

(c) Other work which may involve risks: only those risks which would not be evident and reasonably deducible from drawings or other supporting documentation to a competent Project Supervisor Construction Stage are listed.

17. HAZARDS / RISKS

	HAZARD	AREA OF WORK / DESIGN SAFETY REQUIREMENT
17.1.	Works which put persons at work at risk of: (a) falling from a height, (b) burial under earth falls, (c) Engulfment in swampland, 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 construction site.	Information / Control of Residual Risk / Particular Risk And Other General Requirements to be passed onto the affected persons via the Preliminary Safety and Health Plan Installation of fencing Excavation for fencing foundations Drainage works
17.2	Burial Under Earth falls, for example deep foundations deep cuttings, work in excavation which are in or adjacent to unstable ground, security fencing, hazardous underground services or where there is a risk of undermining existing foundations.	Excavations of Foundations for Fencing Drainage works Designers must ensure that the depth and number of excavations is limited as far as is possible while preserving the integrity of the design. The construction and maintenance phases of the project must be considered and appropriate details included on the Design Risk Assessment. Designs must comply with the appropriate standards regarding the locating of services underground. Underground services/structures should be located in such a way as to facilitate
17.3	Falling from a Height, for example: Where the risk associated with working at a height is likely to be aggravated by the presence of another significant hazard then a particular risk may be present, E.g. Works above ground level generally, at or near unprotected openings, on roofs, removal of protective barriers.	Erection of Fencing Work from ladders and scaffolding, care. See Safety, Health and Welfare at Work (General Application) (Amendment) Regulations 2007 (S.I. No. 732 of 2007) relating to work at height. Contractor to prepare method statement for safe system of work

		Designer must consider that works at heights in either the construction or maintenance phase should be avoided. This must be considered in locating equipment/ services and/or controls at heights. Designers must also consider the provision of fall protection, or secondly, fall arrest measures for personnel who may have to access the roof area to service plant.
17.4	Works on or near site boundaries or existing structure which will require excavation.	EXTREME CAUTION to be taken in relation to all excavation works
17.5	Engulfment in Swampland, for example: Unstable ground, work adjacent to lakes and ponds or reclaimed ground.	None envisaged
17.6	Work on or adjacent to fragile roofing material:	Not Applicable
17.7	Installation of scaffolding: The project may require scaffolding. If so the Contractor will include how the scaffolding will be managed, planned, installed, checked and removed by competent personnel. The use, purpose and maximum loading shall be clearly communicated to the Temporary Works Designers, the installers and the user of scaffolding. The Safety and Health Plan shall be updated during the project to reflect the status of the scaffolding including CR8 “Scaffolder’s Report of Inspection of scaffold”.	Any scaffolding that may be required to be erected and maintained by a specialist. Contractor to note implementation in own Safety Plan.
17.8	Operation where the nature of the work or other restrictions make it impracticable to provide standard scaffolding or other suitable and sufficient means of support.	Additional care to be taken with the Erection of High level Fencing
17.9	Works 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 statutory requirement for health monitoring	Caution regarding possible storage by clients of chemical or biological substances. Presence of any unusual materials to be brought to the attention of the PSDP for clarification on how to proceed. Designers are required to specify in their designs specialist or hazardous chemicals which are required. Efforts must be made to replace hazardous chemicals with les hazardous ones and this should be detailed on the DRA. High risk or substances highly deleterious to the environment must be highlighted, and have specific design controls to prevent unauthorised discharge
17.10	Where certain materials or substances are to be used, or materials in existing buildings are to be modified, a particular risk in relation to chemical or biological substances may exist. Any work which involves the renovation of building which were initially constructed prior to the mid-1970s should have an asbestos survey carried out by a specialist competent specialist person. The	

	competent person should have training in asbestos surveying and identification.	
17.11	The circumstances of the use of certain material or substance may give rise to particular risks based on their toxicological or physio-chemical properties, for example: The presence or potential presence of explosive atmospheres [including potential for dust explosions]. Work in confined spaces [i.e., area where there is a possibility of a deficiency of oxygen or the presence of dangerous gases or vapours].	Needle stick injuries; procedures for prevention and treatment to be included in contractor's safety procedures.

17.12	There may be a specific legal requirement for health monitoring where a work activity puts a person's health at risk from hazardous substances or preparations. Where such a requirement exists the activity must be regarded as involving a particular risk.	
	Examples of activities requiring health monitoring and as such involving particular risks include: Any persons involved in work which may result in their being exposed to the stripping of lagging which contains or is likely to contain asbestos or the breaking or mechanical drilling or screwing and removal of insulating boards tiles and other products likely to contain asbestos to which Safety, Health and Welfare at Work (Protection of Works) (Exposure to Asbestos) Regulations 2006 [S.I No 386 of 2006] apply.	None envisaged
	Where Friable Asbestos is identified and remains in place the Project Supervisor for Construction Stage is required to develop a method statement to remove asbestos at the earliest possible time. Where the risk exists that asbestos will be disturbed during the course of the project.	None envisaged
	Demolition involving the flame cutting or shot blasting of painted steel where the paint is likely to contain lead and where an assessment reveals any conditions referred to by the Safety, Health and Welfare at Work (Chemical Agent) Regulations.	None envisaged
	Work involving the use of substances which must be labelled with the risk phrases R45 "may cause cancer" or R49 "may cause cancer by inhalation" and where a risk assessment in accordance with	None envisaged

	Regulation 4(b) of the Safety, Health and Welfare at Work (Carcinogens) Regulations 2001 S.I No. 78 of 2001 reveals a risk to safety or health. Work involving the use of substances or preparations which must be labelled with the risk phrase R42 “may cause sterilisation by inhalation” and where a risk assessment in accordance with Regulations 3 (2) and 3 (8) of the Safety, Health and Welfare at Work (Chemical Agents) Regulations 1994 reveals a risk to health. Any other work activities involving the use of any chemical or biological agents where a risk assessment in accordance with Regulations 4 and 5 of the above mentioned 1994 chemical Regulations 2001or Regulations 4 of the Safety, Health and Welfare at Work (Biological Agents) (Amendments) Regulations 1998 (S.I No 248 of 1998) reveal a risk to safety or health.	None envisaged None envisaged
17.13	All hazardous substances and preparations must be labelled with appropriate hazard symbols and the suppliers must provide a safety data sheet when requested by any person, the labels and safety data sheets must include risk phrases which indicate the specific risks associated with the substance. The requirements are set out in the European Communities (Classification, Packaging Labelling and Notification of Dangerous Substances) Regulations 2003 as amended by the European Communities (Classification, Packaging and Labelling of Dangerous Preparations Regulations 2004) (S.I No 62 of 2004)	None envisaged
17.14	Work with ionising radiation requiring the designation of controlled or supervised areas defined in Article 20 of directive 80/836/Euratom such as: radioactive lightning conductors, radioactive smoke detectors, other disused radioactive materials or plant, radioactive installations, work near x/ray machines, in hospital radiotherapy or nuclear medicine departments. Ionising radiation is most commonly encountered in connection with certain types of non-destructive testing and work near operating X-Ray machines, or in hospital radiotherapy or nuclear medicine departments or from some old lightning conductors.	None envisaged
17.15	Work near high voltage power lines: The category includes all high voltage power lines, including overhead and buried lines. It also includes high voltage cables supplying fixed plant	Consideration of power lines shall be considered by ALL designers.

	where a significant risk of breaching cable insulation exists. The Safety, Health and Welfare at Work (General Application) Regulations define high voltages as any voltage exceeding 1000 volts alternating current or 1500 volts direct current.	Work close to or in the vicinity of any existing overheador underground power lines These should be clearly marked on site and a designated point for crossing under them allocated. Contractor to prepare method statement prior to commencement on site
17.16	Work exposing persons at work to the risk of drowning: For example: Work over or near water where there is a risk of persons falling into the water drowning. Works significantly below water table, work to bridges, culverts, work on or near the sea, lakes, ponds, reservoirs. Work where there is a risk of falling into and drowning in product vats, slurry tanks or grain silos.	None envisaged
17.17	Work on Wells, underground earthwork and tunnels: For example: Excavated well Underground Earthworks Tunnels Underpinning	None envisaged N/A N/A N/A N/A
17.18	"Work carried out by divers at work having a system of air supply."	N/A
17.19	Work carried out in a caisson with a compressed air atmosphere.	N/A
17.20	Work involving the use of explosives: For Example: Rock Blasting or Demolition. Others	N/A
17.21	"Work involving the assembly or dismantling of heavy prefabricated components" e.g. Includes work involving steel section erection, curtain walling cladding units, trussed rafters, and some item of mechanical plant. Includes work such as pre-cast concrete elements including pipes. piling, erection of gantry cranes, erection of plant and equipment and demolition work.	Erection of High level Fencing Contractor to prepare method statement for safe system of work. Designers must consider the risks associated in the construction phase generated by the erection of heavy prefabricated components.

[This is a non-exhaustive list of work involving particular risk to the safety and health of persons at work as listed in Schedule 1 of Safety, Health and Welfare at Work (Construction) Regulations, 2013]

18. CONCLUSIONS:

18.1	Conclusions by the Designers and the PSDP as regards the taking account of the general principles of prevention and any relevant safety and health plan or safety file. See opposite:- Designing for Safety in Construction as published by ACEI / IEI / RIAI includes a methodology for Designers in taking account of the general	The work is generally of a small industry scale carried out for the proposed construction of an all weather football pitch and walkway. Particular care to be taken with use and storage of materials, lifting materials and working from scaffolding, and deep drainage works.

	Principles of Prevention as indicated in Appendix F, but this advice is not prescriptive as Designers may have their own methods of dealing with the matter. Appendix F contains templates which could be used by the various different designers, including specialist designers, on a project to allow for unambiguous communication of their assumption and assurances to the PSDP. This will help the PSDP to fulfil his or her co-ordination role and will also demonstrate the designer's compliance with the legislation. Appendix F also contains a form which should be used in the case of temporary work design. It is critical that temporary works designers and contractors base their temporary work design with the due regard to the assumptions made in relation to loading and construction sequence. It is recommended that the temporary works designer should complete a temporary works design certificate or similar to facilitate the provision of adequate information to all parties to allow the structure to be built safely.	Contractor to make users aware of serious safety hazards involved deep excavation works and hot surfacing works, particularly in close proximity to overhead cables All systems and procedures must be executed with Health and Safety of tenants, children, workers and visitors as first priority. Collective protective measures to be implemented in preference to personal measures. Manual handling to be avoided as far as is reasonably practicable. Lightweight materials to be used / specified and mechanical means of lifting to be deployed as far as is reasonably practicable. Contractor to prepare and implement site-specific emergency plans for the site and the works. The ground level of scaffolding is to be protected. Public safety to be monitored at all times. The Contractor is to include for all procedures in relation to the control of dust, dirt, vibration and noise. The Contractor is to implement good housekeeping procedures on site.
5.2	Designer Assessments received from the following:	Project Designer
5.2.1	Project Designer	Seamus Glacken Consulting Engineers Ltd.
5.2.2	Civil & Structural Engineers:	As above save any specialist designs
5.2.3	Mechanical & Electrical Engineers:	As above save any specialist designs
5.2.4	Quantity Surveyor	None

19. CONTINUING LIAISON:

19.1	Procedures for dealing with coordination of Designers Procedures for organising cooperation between Designers Procedures for dealing with changes or late changes to design	Progress Meetings will be held as required by Project Manager and relevant items with regard to safety and the progress of the project will be discussed. The Contractor should promptly bring to the attention of the PSDP, any significant safety implications or issues arising in the construction phase as a result of design specification changes.

		Consult Project Manager in Charge
19.2	Procedures for considering health and safety aspects of the design element by the Project Supervisor Construction Stage who must then inform Project Supervisor Design Process / Project Manager in charge	PSDP i.e., Seamus Glacken Consulting Engineers Ltd.shall be informed immediately of any unforeseen eventuality or alterations to agreed programme, in writing or at formal site meeting or by telephone. The PSCS should bring to the attention of the PSDP, any significant safety implications or issues arising in the construction stage as a result of design, specification, process changes and / or from any input from specialist suppliers and / or designers. Supplementary to this the PSCS will notify the PSDP promptly of; • Any accident, incident or near miss. • Any visits by the Health & Safety Authority. • Any liaison between the temporary and permanent works designers and any Health & safety implications arising from such. • Any implications the construction phase may have whether unforeseen or not which affect the "Particular Risk" elements as listed in this document. • Any delays to the construction phase programme resulting from any Health & Safety incident or issue. • Any liaison between the client, design team and the PSCS.

I / We confirm that the information contained in this Preliminary Safety and Health Plan has been prepared on a preliminary basis prior to the commencement of the work on site. It does not take account of any matters or information, which may come to light after that time.

Signed:

For and on behalf of Project Supervisor Design Process – Seamus Glacken Consulting Engineers Ltd.

Date:

17th of February 2026

_____

Seamus Glacken Consulting Engineers Ltd.

Appendix A – Site Specific Guidelines

These are generic rules for the general guidance of the Main Contractor and must be developed by the main contractor to become Site Specific Rules for the project in hand:

1. All site visitors, personnel and contractors should be requires to comply with the Main Contractor's Health & Safety Policy and the specific Construction Stage and Health Plans.

2. All other Sub-Contractors should be required to provide evidence of their Health & Safety Policy and procedures to the Main Contractor prior to start of work. This information should be incorporated in the Health & Safety Plan by the Project Supervisor Construction Stage. A monthly report will be submitted as to the status of each sub-contractor's submissions and adherence to procedures.

3. All risks identified in the Preliminary Safety and Health Plan and in the Safety, Health and Welfare at Work (Construction) Regulations 2006 are to be individually identified and addressed by the Main Contractor.

4. Method statements and Safety statement are to be reviewed and revised as necessary on an on-going basis to take into account any new issues, which arise during the course of any revision. Revisions, which could affect SHW matters, are, to be raised at site meetings.

5. All site personnel and Safety and Health personnel should be advised on an on-going basis of any revisions to the Safety Plan by the PSCS.

6. Standard and proof of adequate training of personnel on site is to include in the Safety, and Health Plan prepared by the PSCS.

7. Smoking is not permitted within designated working areas.

8. Eating and drinking should not be allowed in the designated working area.

9. Main Contractor should ensure that a suitable person is appointed to attend all hot work operations and be supplied with a suitable fire-extinguishing appliance. Hot work must finish at least one hour before completion of work on site of that day to ensure that the workplace is left in a safe condition.

10. Collective protective measures such as nets and mobile elevated platforms must be considered by the Main Contractor during the erection of the roofwork.

11. The Main Contractor will take sufficient adequate steps to control dust during the construction stage and this is to be noted in the Safety and Health Plan and to be reviewed at the site meetings.

12. The Main Contractor should ensure that wall excavations are supported in accordance with the requirements for the 2006 Construction Regulations.

13. The Main Contractor is to ensure that all relevant Safety and Health Regulations are adhered to at all times.

14. Personnel or sub-contractors with and unsatisfactory safety record, procedures shall not be allowed on the site unless evidence of improvement and training to achieve same is obtained.

15. The Contractor shall observe all legislation with regard to littering.

16. The Main Contractor shall ensure that all cables, loose wires etc. and other trip hazards are avoided and set up procedures to prevent same.

17. Work must not commence until the Safety and Health Plan (Construction) is in place for each of the Sub- Contractors.

18. The PSCS should issue a method statement for distribution of Health and Safety related information and revisions to Health and Safety plan to sub-contractors and any other parties whose health and safety may be affected.

19. The PSCS shall advise all parties, whose health and safety might be affected of the emergency arrangements for dealing with and minimising the effects of injuries, fire and other dangerous occurrences.

20. The Main contractor shall minimise noise and vibration as far as is reasonably practicable.

21. For any statement, reference, report, legislation the more onerous conditions will apply.

APPENDIX B: SAFETY & HEALTH PLAN

Site specific Safety and Health Plan to be implemented by the Project Supervisor Construction Stage.

Following items (list is not exhaustive) should be addressed in the Health and Safety Plan;

The Preliminary Safety and Health Plan

1 – Description of Project

- Project Description and programme details,
- Details of client, designers, Project Supervisor Design Process and other consultants,
- Extent and location of existing records and plans,
- Arrangements for communicating with Designers, PSCS and other as appropriate,

2 – Client's Considerations and Management Requirements

- Structure and organisations,
- Safety Objectives for the project and the arrangements for monitoring and review,
- Permits and authorisation requirements;
- Emergency procedures;
- Site rules and other restrictions on contractors, supplied and the others, e.g. access arrangements to those parts of the site which continue to be used by the client,
- Activities on or adjacent to the site during the works;
- Arrangements for liaison between parties,
- Security arrangements.

3 – Environmental Restrictions and Existing On-Site Risk

a) Safety hazards, including ;
   - Boundaries and access, including temporary access;
   - Adjacent land uses ;
   - Existing storage of hazardous materials;
   - Location of existing services – water, electricity, gas etc.
   - Ground conditions;
   - Existing structures – stability or fragile materials.

b) Health hazards, including
   - Asbestos, including results or surveys;
   - Existing storage of hazardous materials;
   - Contaminated land, including results or surveys;
   - Existing structures hazardous materials;
   - Health risks arising from client's activities.

4 – The Safety and Health Plan for the construction stage.

a) Description of Project
   - Project description and programme details;
   - Details of client, Project Supervisor Design Process and Project Supervisor Construction State, Designers, main contractor and other consultants.
   - Extent and location of existing records and plans;

- Arrangements for communicating with Contractors, PSDP and others as appropriate.

b) Communications and Management of the Work
   - Management structure and responsibilities;
   - Safety and health goals for the project and arrangements for monitoring and review of safety and health performance;
   - Arrangements for ;

     Regular liaison between parties on site
     - Consultation with workforce
     - The exchange of design information between the Client, Designers, Project, Supervisor for the Design Process, Project
     - Supervisor Construction Stage and Contractors on site; Handling design changes during the project;
     - The selection and control of contractors;
     - The exchange of safety and health information between contractors, Security, site induction, and on-site training,
     - Welfare facilities and first aid,
     - The production and approval of risk assessments and method statements,
     - The reporting and investigation of accidents and other incidents (including near misses).

c) Sites Rules

d) Fire and emergency procedures.

5 – Arrangements for Controlling Significant Site Risks.

a) Safety Risks
   - Services, including temporary electrical installations;
   - Preventing falls;
   - Work with or near fragile materials;
   - Control of lifting operations;
   - Dealing with services (water, electricity and gas);
   - The maintenance of the plant and equipment;
   - Poor ground conditions;
   - Traffic routes and segregation of vehicles and pedestrians;
   - Storage of hazardous materials;
   - Dealing with existing unstable structures;
   - Accommodating adjacent land use;
   - Other significant safety risks.

b) Health risks
   - manual handling;
   - reduce noise and vibrations;
   - removal of asbestos;
   - dealing with contaminated land;
   - use of hazardous substances;
   - other significant health risks.

APPENDIX C: ATTACHMENTS / ENCLOSURES

1	Project Managers Drawing List:	Please refer to the drawing schedule attached to the tender.
2	Existing Health & Safety Plan	None
3	List of Specifications	Schedule of completed documents to be attached
4	Other	None

NOTE: If any documentation has not been received, please advise the Project Supervisor Design Process.

APPENDIX D: SAFETY FILE

The Project Supervisor Construction Stage shall supply all necessary safety file information to the PSDP, which shall include the following items (list not exhaustive).

The Project Supervisor Construction Stage in co-operation with the Main Contractor shall ensure that the Safety File to be produced at the end of the project shall incorporate all issues identified in the Main Contractor's Method and Safety statement.

The Project Supervisor Construction Stage shall standardise the format for each Specialist Contractor's information for the Safety file with the Client for ease of access of information and standard of information to be submitted by all Specialist Contractors.

The project Supervisor Construction Stage shall identify relevant information to be issued by the Project Supervisor Design Process and issue a request in time. This will allow the Project Supervisor Design Process to instruct the Design Team and the Client to issue the necessary information to be included in the file. The Safety File shall also include the following items (list not exhaustive).

1. The Design Team drawings, specification used for the purpose of construction.

2. Certification that all safety glazing is installed as requested. Location and type of safety glazing used shall be described.

3. Fire Certificate Application Report, last Fire Certification drawings used for Construction and Copy of Fire certificate, (for all relevant Fire Certificates for the project).

4. Drawings, details and certification of the system including relevant pull out tests and other loading tests for access safety systems such as hooks, safety lines, barriers, etc.

5. Certification of all Fire Safety/Emergency related work must be included in the Safety file and should include:
   - Drawings by Specialist Contractors which indicate location of fire-stopping and cavity barriers including associated test certificates.
   - Confirmation that the works are completed as per drawings and test certificates.
   - Fire test certificates for doors and confirmation that the doors are installed in compliance with the test certificates by specialist sub-contractors.
   - Drawings, which indicate the location of fire rated enclosures and the relevant test certificates.
   - Confirmation that the works are completed as per drawings and test certificates.

6. Confirmation that services and emergency services in particular are fully commissioned and Services Consultants acceptance of same.

7. Details including names, type of training and dates of training of Client representatives for Emergency and Safety Systems.

8. Correspondence PSDP and PSCS with Client.

9. Operation and maintenance manuals and recommended/required maintenance regime.

10. Maintenance requirements set out an element-by-element basis.

APPENDIX E: ADVICE NOTES

The preparation of the Preliminary Safety and Health Plan is a task that should not be taken lightly. The information that will be provided in this document will have an effect on many aspects of the project to which it refers. Principal among these is the safety and welfare of the workers who will construct the project, the persons who will occupy it, those who manage and maintain it throughout its functional life and those who dismantle it when its usefulness is spent.

Because of this, you should not approach the task of preparing the Plan as a formulaic exercise. Although the format of the document indicates spaces in which to write out comments, these are usually inadequate to contain all the necessary information. This format has been used so as to indicate one possible approach to the graphic layout of the final document – that is a two column layer, with the topic on the left hand column and the description in the right hand column. It is expected that the left hand column width will be narrower than the right hand column and that its text size may also be smaller.

When completing the Plan you will find that there are footnote markers at various points. These refer to the advice notes in this insert which elaborate on the relevant point and assist you in preparing the Plan.

APPENDIX F: Permanent & Temporary Works Designer's Certificates

Form: HSP1







Permanent Works Designer's Certificate

(For use in connection with the Safety Health and Welfare at Work (Construction) Regulations 2006 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, 2006 (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, 2006.

Signed:	*for and on behalf of (PSDP)*	*Date:*

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Form: HST1

Temporary Works Designer's Certificate

(For use in connection with the Safety Health and Welfare at Work (Construction) Regulations 2006. 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, 2006 (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, 2006.

Erection of the Temporary Works may proceed, subject to the provision of a Temporary Works Method Statement agreed by the Contractor, Temporary Works Erector and PSCS as being adequate.

Signed:	*for and on behalf of (PSDP)*	*Date:*

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APPENDIX G: Designers Risk Assessment (DRA)

Design Risk Assessment

Project Title	Project Number	Project Manager
Proposed entrance, driveway and car park at Bonniconlon, Ballina, Co. Mayo.	Division or Sub-Division	HSC Design
Scope of Design		Designer

(1) Haz Ref	(2) Activity/Process/ Material/Element	(3) Hazard	(4) Stage of Work	(5) PreControl Risk Level			(6) Risk Control Measures: Design action taken, record of decision process including option considered, design constraints and justification for options/actions not having been taken	(7) Residual Risk Level			(8) Is there a 'significant'[2] residual risk to be passed on? (Y/N)	(9) If answer to (8) is Yes, information flow: D/P/F[3]	(10) Status (Active / Closed)
				Probability	Severity	Risk Level		Probability	Severity	Risk Level			
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Checked and approved by (see note 4):

Name: Signature: Date:

Notes

1 Use Hazard Quantification Tables below

APPENDIX H: The Principles of Prevention

The Project Supervisor for the Design Process is required to prepare a written safety and health plan on a preliminary basis that includes the conclusions drawn by the designers and Project Supervisor Design Process as regards the taking account of the general principles of prevention and any relevant safety and health plan and safety file.

Matters to be considered (non-exhaustive list)

- Excavations
- Demolitions
- Working at Heights
- Erection of heavy pre-fabricated units
- Dangerous substances/materials – laying Asphalt

Information to be requested from the Client (non-exhaustive list)

- Existing processes, work on site
- Existing traffic on site, including pedestrian traffic
- Dangerous substances used or present on site
- Other activities on site
- Other projects on site
- Known existing services on site, over-ground and underground

Information to be requested from the Structural/Civil Engineers (non- exhaustive list)

- Existing traffic and access to site
- Installation of prefabricated elements
- Excavations and associated temporary works
- Location of roads and foundations near existing services
- Dangerous substances/materials

Information to be requested from the Services Engineers (non-exhaustive list)

KNOWN EXISTING SERVICES AND NEW SERVICES:

- Underground Services: Water Mains Electric Cables Telephone Cables Gas Mains
- Other Liquids / Gases under pressure
- Foul and Surface Water
- Other

Overground Services:

- Electric Cables
- Telephone Cables

OTHER:

INSTALLATION AND ACCESS TO SERVICES AND PLANT

- Services duct sizes
- Access to ducts
- Floor in ducts
- Plant room size
- Access to plant room for personnel and equipment
- Location of equipment, services, lights at high level and access for maintenance
- Location of new services near roads existing structures and boundaries