



Clonlough Contractors Ltd.

**CONSTRUCTION MANAGEMENT/CONSTRUCTION
STAGE SAFETY & HEALTH PLAN
CONSTRUCTION WORKS AT 75A LEESON STREET UPPER**

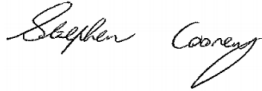
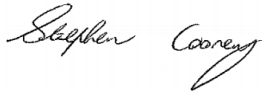
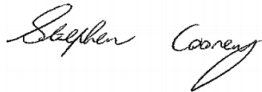
SEPTEMBER 2020

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DOCUMENT CONTROL

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| PROJECT | Construction Works at 75a Lesson Street Upper |
| LOCATION | 75a Lesson Street Upper, Dublin 4 |
| CLIENT | Mark Legge, John O'Leary & Ruvann Kavanagh |
| PROJECT SUPERVISOR CONSTRUCTION STAGE | Clonlough Contractors Ltd. |
| PROJECT SUPERVISOR DESIGN STAGE | AA Safety Consultants Ltd. |
| DOCUMENT TITLE | Construction Management / Construction Stage Safety and Health Plan |

PREPARED & REVIEWED BY

| Issue No. | Prepared / Reviewed By | Signature | Date | Details |
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1. Introduction

1.1 Definitions

Client means a person for whom a project is carried out, in the course or furtherance of a trade, business or undertaking, or who undertakes a project directly in the course or furtherance of such trade, business or undertaking.

Construction Site means any site at which construction work in relation to a project is carried out.

Construction Stage means the period of time starting when preparation of the construction site begins and ending when construction work on the project is completed.

Construction Work means the carrying out of any building, civil engineering or engineering work, other than drilling and extraction in the extractive industries, and includes but is not limited to each of the following:

- (a) The doing of one or more of the following with respect to a structure: (i) construction; (ii) alteration; (iii) conversion; (iv) fitting out; (v) commissioning; (vi) renovation; (vii) repair; (viii) upkeep; (ix) redecoration or other maintenance (including cleaning which involves the use of water or an abrasive at high pressure or the use of substances or preparations classified as corrosive or toxic for the purposes of regulation 8 of the European communities (classification, packaging, labelling and notification of dangerous substances) regulations 2003 and 2013(S.I 116 of 2003 and S.I 25 of 2013) and regulation 5 of the European communities (classification, packaging, labelling and notification of dangerous preparations) regulations 2004 (S.I no.62 2004))(x) de-commissioning, demolition or dismantling;
- (b) the preparation for an intended structure, including but not limited to site clearance, exploration, investigation (but not site survey) and excavation, and the laying or installing of the foundations of an intended structure;
- (c) the assembly of prefabricated elements to form a structure, or the disassembly of prefabricated elements which, immediately before such disassembly, formed a structure;
- (d) the removal of a structure or part of a structure or of any product or waste resulting from demolition or dismantling of a structure or disassembly of prefabricated elements which, immediately before such disassembly, formed a structure;
- (e) the installation, commissioning, maintenance, repair or removal of mechanical, electrical, gas, compressed air, hydraulic, telecommunication and computer systems, or similar services which are normally fixed within or to a structure;

Contractor means:

- (a) contractor or an employer whose employees undertake, carry out or manage construction work, or;

(b) A person who - (i) Carries out or manages construction work for a fixed or other sum, and (ii) Supplies materials, labour or both, whether the contractor's own labour or that of another, to carry out the work; "Contractor responsible for a construction site" includes a contractor responsible for a part the site over which the contractor has control;

Design means the preparation of drawings, particulars, specifications, calculations and bills of quantities in so far as they contain specifications or other expressions of purpose, according to which a project, or any part or component of a project, is to be executed.

Designer means a person engaged in work related to the design of a project.

Design Process means the process for preparing and designing a project, including alterations to the design and the design of temporary works to facilitate construction of the project.

Project means an activity, which includes or is intended to include construction work.

Project Supervisor means an individual or a body corporate appointed under Regulation 6(1) of Safety Health and Welfare at Work (Construction) Regulations 2013 and responsible for carrying out –

(a) The appropriate duties specified in Safety Health and Welfare at Work (Construction) Regulations 2013

(b) Other duties that are,

(i) Assigned to the person by the client at the time of appointment, and

(ii) Necessary to allow the client to comply with section 17(1) of the Safety, Health and Welfare at Work Act 2005.

1.2 Health and Safety Policy Statement

It is the policy of Clonlough Contractors Ltd. to promote high standards of Health and Safety within the company and to ensure that the best practicable methods of compliance with current legislation and best management practices.

We are committed to prevention of injury and ill health to the safety of our staff and we are committed to ensuring the safety of adjoining residents & their properties, visitors, clients and contractors on our site.

Clonlough Contractors Ltd. undertakes to ensure that adequate resources are provided to implement the Health & Safety Policy. At periodic meetings or when deemed necessary our objectives and targets and policy are reviewed to ensure that they continue to reflect the activities of the company. The Management Team will therefore ensure that:

Adequate resources are provided to ensure that proper provision can be made for health and safety.

Continued Professional Development of all our qualified Personnel is encouraged to keep up to date with new developments in Safety & Health Legislation.

Sufficient avenues of communication are open between all members of staff and Clonlough Contractors Ltd. management.

All Clonlough Contractors Ltd. personnel are expected to demonstrate their commitment towards a safe and healthy work environment by complying with the safety policy and associated procedures. Clonlough Contractors Ltd. will build on Occupational Health and Safety management and occupational health and safety performance through the process of continual improvement.

Signed: _____

Date: _____

Frank Davis

(Managing Director)

1.3 Safety and Health Principles and Objectives

It is the intention that this project will be carried out in such a way that the various activities will comply with the requirements of the Safety, Health and Welfare at Work (Construction) Regulations 2013, any other relevant statutory requirements and current good practices, so far as is reasonably practicable. To this end only competent sub-contractors with adequate provision for Safety, Health and Welfare will be employed.

Objectives,

- To complete all elements of the works the contract timescale and in accordance with the design and specification set out in the Contract Documents having due regard to the welfare of staff and without imposing a significant risk to their health and safety and/or the health and safety of others who may be affected by the project.
- To provide safe access to and egress from all work places.
- To provide work places that are free from risks to health, safety and welfare of persons at work or affected by the Works, so far as is reasonably practicable.
- To provide welfare facilities for persons at work in accordance with current legislation governing the work place current at the time of contract commencement.
- To ensure that no occupational ill-health arises from the Project.
- To execute the works in a manner that eliminates risk of injury to the public and risk of damage to property.
- To liaise and co-operate with the PSDP in accordance with the Safety, Health and Welfare at Work (Construction) Regulations 2013.
- To provide operating conditions so that the lowest reasonably practicable noise levels are maintained.
- To ensure that odour and dust nuisances do not occur as far as is reasonably practicable.

2 Project Particulars

2.1 Scope of Works

The works are to be constructed on an existing site located at 75a Lesson Street Upper, Dublin 4

Proposed works involves Demolition of the existing single storey commercial building and construction of a terrace of 3, three storeys two-bedroom dwelling houses and associated site works. Demolition phase to be undertook prior to construction phase.

Scope:

- Site Set Up (Erection of Site Hoarding)
- Identified ACMs removal and demolition of existing building.
- Groundworks
- Construction of 3x three storeys two-bedroom dwelling houses
- External services in drainage, water, electricity and telephone.

Project Duration:

| | |
|----------------------------------|---------------------------------|
| Intended Commencement Date | 21 st September 2020 |
| Intended Duration of the Project | 52 Weeks Approx. |

Refer to Appendix E – Construction Programme.

Other contractors, visitors, etc. who enter the area where operations are taking place, shall be made aware of hazards likely to be present and the safety rules and procedures they are required to follow. These shall include emergency procedures for First Aid and the prohibition on anyone using equipment or machinery, unless fully trained and authorised. Written details shall be issued to contractors, together with other site rules, before coming to site.

Clonlough Contractors Ltd. as appointed PSCS for the overall project will co-ordinate arrangements among contractors to ensure the provision of relevant information in writing, necessary for the Project Supervisor Design Process (PSDP) to prepare the Safety File.

Fig.1: Proposed Site Location



2.2 Environment and Adjoining Land Uses

The project is located at 75a Leeson Street Upper, Dublin 4.

The site is currently occupied by a single storey commercial unit which is bounded by Leeson Street to the north, Swan Lane to the west and Morehampton Square residential development to the east. The site occupies an area of approximately 151m², of which circa 115m² of flat roof/building area and the remaining 36m² consists of open/garden space. The building occupying the site is in very poor condition with a number of ongoing roof leaks resulting in significant decay to roof and floor members.

| | |
|---------------|---|
| North: | Leeson Street |
| South: | Morehampton Square residential development |
| East: | Very busy road to front of the building (Morehampton Road) |
| West: | Swan Lane to the west which is a narrow cul de sac leading to occupied houses and access to rear gardens. |

Fig.2: Aerial view of site boundary, highlighted in red.



As the site is located in an urban area and surrounded by residential properties, all precautions should be taken to protect homeowners and respect their living standards. Clonlough Contractors Ltd. will ensure the protection and safety of adjacent properties, Leeson Street / Morehampton Road / Swan Lane users and existing services in the vicinity while carrying out the works. Safe local access will be maintained to adjacent premises, at all times during the demolition and construction phase of a project.

Particular attention should be drawn to the following:

- Site access ensuring separation of construction and public traffic.
- Co-ordination of deliveries and removal of material from site.
- Live traffic on Leeson Street / Morehampton Road / Swan Lane.
- Noise during workings hours
- Dust control
- Connections to services
- Overhead power lines
- Adjacent properties / premises.

Clonlough Contractors Ltd. will erect suitable fencing / hoarding around the perimeter of the work area to ensure all works are segregated from members of the public, ensuring their safety and the safety of site personnel.

Fig.3: View of Site from Leeson Street / Morehampton Road.



Fig.4: Swan Lane located to the west boundary where proposed set down area will be located. Clonlough Contractors Ltd shall note Overhead Services in the vicinity.



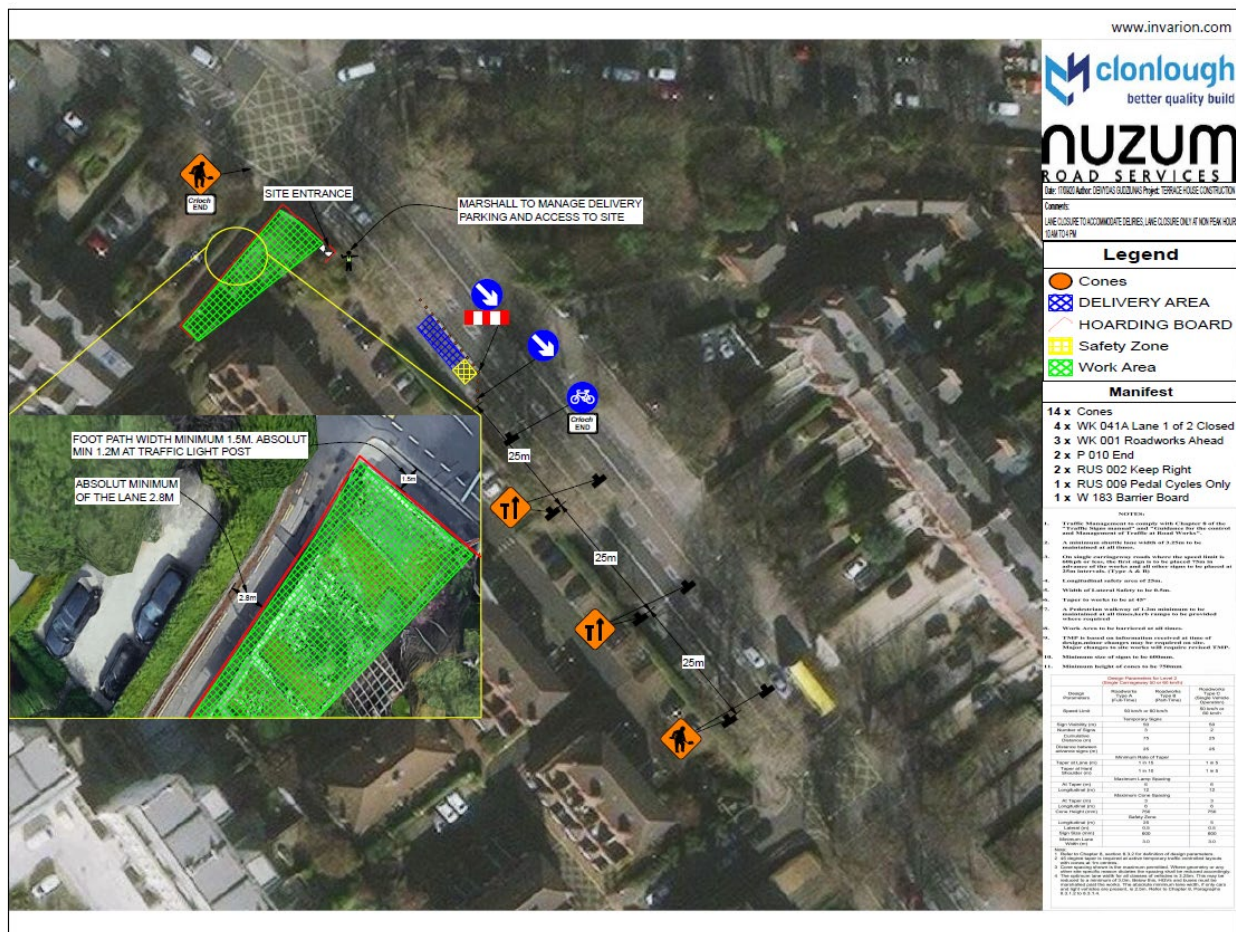
2.3 Traffic Management

Site access will be via construction entrance on Swan Lane. Swan Lane consists of a concrete road surface which is shared. The existing roadway to Swan Lane is very narrow (circa 3.70m wide) and a cul-de-sac serving a number of residential developments on the lane along with providing access to the rear gardens of the properties on Leeson Street Upper.

An agreement in principle has been reached with the management company of the adjoining development (Morehampton Square Apartments) to temporarily occupy a space to the south east of the proposed development which will provide working space to facilitate the proposed development.

Traffic Management Plans have been developed by Clonlough Contractors Ltd. to highlight both the procedures for access and deliveries to site and for pedestrian movements around site. All site personnel will receive a briefing on this Traffic Management Plan during site induction prior to commencement of work onsite. Traffic Management signage will be in place throughout site as per traffic Management Plan to highlight procedure to all vehicles entering site including deliveries.

Fig.5: Proposed Site Traffic Management Plan



Access & egress for deliveries and removal of materials will be planned, scheduled and coordinated by the site foreman. Deliveries to the site will be scheduled so as to not interfere with any potential peak times on the public roads surrounding the site.

It is proposed to use Swan Place as a set down area for deliveries to and from site. In conjunction with the adjoining neighbours, Clonlough Contractors Ltd. will have a regime in place to ensure deliveries do not impact on other vehicles entering and exiting via Swan Lane. Autotracking of the road, adopting vehicles up to a 7.5t rigid vehicle was carried out which demonstrates that when parked in the set-down area, a width of circa 2.60m remains for passing traffic ensuring access is available to other users at all time. Where larger vehicles are required, it is proposed to restrict deliveries to outside peak times (7am to 10am and 4pm to 7pm) in order to avoid disruption to the "rush hour" traffic volume.

Pedestrian movement on Leeson Street / Morehampton Road / Swan Lane shall not be interfered with throughout the project. Clonlough Contractors Ltd. shall ensure the protection of all pedestrians passing the site in these locations during the works.

Access to the works area shall be restricted to site personnel only. No parking is permitted external to site boundary that may hinder traffic movement on the public network road adjacent to the site. No contractor parking available onsite.

Waste/soil removal shall be carried out in a manner that does not put local traffic users or Clonlough Contractors Ltd. personnel at risk. Where required the roadway external to the entrance and routeways around the site shall be subject to cleaning/sweeping.

2.4 Welfare Facilities

Clonlough Contractors Ltd. will ensure that adequate arrangements are in place with regard provision of toilets, canteen and drying room for the duration of the contract. Welfare facilities shall be routinely inspected and kept in a clean, tidy and sanitary condition at all times throughout the project.

All Welfare facilities on site will comply with the Fourth Schedule of the Safety, Health and Welfare at Work Construction Regulations, 2013. Welfare facilities on site generally comprise of site offices; canteen; drying room; storage facilities; first aid, firefighting facilities and car parking for contractors and visitors. The welfare facilities are proportionate to the size and complexity of the site.

2.5 Site Security & Restrictions

Clonlough Contractors Ltd. will liaise with the design team, the local authority and the client's representative to agree the scope and extent of the site restrictions proposed for the site.

Clonlough Contractors Ltd. shall ensure that site access is monitored to ensure no unauthorised entry. All deliveries to be scheduled in advance and to be carried out outside of peak traffic times.

All local roads to be kept clean at all times and when heavy deposits occur on the road they must be cleaned as required. All footpaths to be kept clean and safe and contractor should ensure no trip hazards are present. No parking allowed on any grass verges or in a way that may block any adjacent properties or hinder traffic movement on the public network road adjacent to the site.

2.7 Restrictions on Dust

Due to the nature of the works, dust levels within the site will pose a hazard during construction. All site personnel will be provided with the required PPE necessary for the work. Dampening down measures will be enacted (where required) within the site area to prevent the flow of dust to commercial and residential areas. Routeways shall be cleaned as and when required and dust suppression activities shall be undertaken to reduce the risk to other road users and residents.

Due to residential properties surrounding the site, Clonlough Contractors Ltd. must ensure minimal disruption to the surrounding environment and residents in close proximity to the works.

All dust levels shall be kept to a minimum as far as is reasonably practicable. Clonlough Contractors Ltd. must do everything possible to minimise dust arising from construction activities, as not to interfere with the adjoining neighbours and pedestrians in the area.

Operators shall be equipped with the necessary PPE. Clonlough Contractors Ltd. must ensure all measures to eliminate the exposure to high levels of dust are implemented before and during construction. This will require due diligence from the contractor to eliminate dust arising from the works.

2.8 Restrictions on Vibrations

Clonlough Contractors Ltd. will ensure that personal prolonged use of vibrating equipment will be avoided. All work equipment will be frequently serviced and maintained and ensured it is of safe use. A work rotation policy shall be adopted, for demolition works.

2.9 Signage

Warning signage will be posted around the immediate work site to inform all interested parties. This will form part of a Safe Working Exclusion Zone. PPE, site entrance and general site safety signage will be in place including assembly point signage, first aid, canteen site office etc.

Forewarning Construction site ahead safety signage shall be erected along Leeson Street / Morehampton Road / Swan Lane approx. 100M, 50M & 25M from site entrance in both directions along with site entrance signage. Additional signage may be required throughout the life of the project and this shall be ascertained by Clonlough Contractors Ltd.

2.10 Fencing

All areas of construction shall be heras fenced / hoarded off to prevent unauthorized access. This fencing shall be remaining closed at all times during construction works and closed and locked after construction work hours/break times.

This fencing shall be erected in accordance with good practice and the Construction Regulations 2013. Fencing arrangements shall be reviewed as the life of the project progresses.

2.11 Public Safety/Visitors

No debris/plant/tools etc. will be left in an area where a member of the public or occupiers of adjacent premises could trip or injure themselves in any way. The work site will be secured at the end of each working day.

A banksman/spotter shall be utilized for all plant and equipment coming to site or working on or near public areas to ensure the safety of members of the public. Where required exclusion zones shall be established. Exclusion Zone and signage will be checked before and after each shift.

A diligent housekeeping policy will be operated to prevent a build-up of waste and construction materials. A 'Clean as you Go' policy will be implemented and managed.

Clonlough Contractors Ltd. have a responsibility to ensure, as far as is reasonably possible, the safety of visitors and contractors while on the site. To that end the following policies will apply:

- All visitors entering the site on behalf of Clonlough Contractors Ltd. are to check-in with the site foreman or his deputy on arrival.
- Visitors will be accompanied by an employee of Clonlough Contractors Ltd. always, while on the site.
- Visitors are to be made aware and obey the site safety rules and emergency procedures e.g. the wearing of personal protective equipment etc.

2.12 Equipment Certification

All equipment brought onto the site must be certified and all operators must carry the appropriate certification of training for each machine. Note: SOLAS, CSCS Certification.

All machines onsite will be fitted with auxiliary devices and visual aids as per schedule 6 of the construction regulations.

Any lifting equipment will have the relevant GA1 certification and a weekly GA2 check will be performed by the trained driver.

2.13 Electricity / Services

Clonlough Contractors Ltd. shall liaise with PSDP & appointed Client representatives and appropriate parties in order to verify the extent and nature of overhead / underground services and carry out the safe undertaking of all terminations, removals, diversions, modifications, installations, connections to existing mains and making good of surfaces disturbed as a consequence of the works where so required.

Clonlough Contractors Ltd. shall ensure any services on site are identified and protected from the works. The design team will provide any available information to the contractor on services present on site and Clonlough Contractors Ltd. shall ensure services are accurately marked on site.

Overhead services are located along the site boundary at Swan Lane as highlighted in **Fig.4**. All works in the vicinity of the overhead lines shall be consulted with the ESB and design team prior to any works commencing. Clonlough Contractors Ltd. shall implement goal posts / bunting and accompanying warning signage at this location as required.

Clonlough Contractors Ltd. will carry out a Ground Penetrating Radar (GPR) survey on the site to establish the “as built” location of buried services. Clonlough Contractors Ltd. will highlight the location of all identified services at the site induction and the contractor should take all normal precautions to live services during the works.

All services will be taken as live by appointed Sub-Contractor’s and their personnel. A method statement shall be submitted to and approved by Clonlough Contractors Ltd. prior to performing any works on live services. Clonlough Contractors Ltd. will make all arrangements to ensure that existing services in the vicinity of the site are not interfered with during construction.

In the interest of safety all portable power equipment used on site shall operate on 110V. All electrical equipment brought onto the site must be of safe design and construction and properly maintained at all times. All equipment which may be exposed to mechanical damage, the effects of weather, wet conditions or flammable / explosive environments must be protected. The use of fuses or circuit breakers to protect electrical systems is required.

2.14 Site Specific Safety Measures

There will be no unauthorised access to the work area other than to those who are directly involved in the work. All work areas must be cordoned off from the general public and relevant NO ENTRY signage posted. This will be achieved by fencing/hoarding and the erection of exclusion zones where required to avoid interaction with members of the public & the local residents.

A full list of Clonlough Contractors Ltd. site safety rules can be found in **Appendix A**.

2.15 Material Storage & Movement

- Material stored behind appropriate fencing and barriers,
- Material to be stored and stacked safely to reduce the risk of collapse or fall,
- Care must be taken to ensure that materials are not within the hazard zone of any O/H lines if applicable,
- Liquids must be stored within a bund,
- Non-conforming waste will not be stored together,
- Hazardous substances and material stored in locked containers at night,

Caution shall be taken when moving materials into place or around the site. Particular attention shall be taken of deliveries and of movement plant in public areas. No reversing manoeuvres shall be undertaken in public areas or onsite without the use of a spotter.

2.16 First Aid Arrangements

It is the policy of Clonlough Contractors Ltd. that all active construction sites will have at least one occupational first aider, on site, whenever possible. Otherwise, as per the Health and Safety Authority's guidelines on first aid, arrangements will be made locally for the provision of first aid assistance. There will be a first aid box with adequate supplies as set out in the Safety, Health and Welfare at Work (General Application) 2007 Regulations, available in the site office and canteen.

Any first Aids administered must be recorded in the first aid log.

FIRST AIDER's ON SITE:

FIRST AID BOX LOCATION: **Canteen / Site Office**

2.17 Safety Representative

Once there are 20 workers on site, Site Management will facilitate the selection of a Safety Representative for the site. If the workers fail to select a Safety Representative from their numbers, Site Management will appoint a person that is agreeable to carry out the role of Site Safety Representative.

Site Management will make arrangements to have the Safety Representative trained and will invite the Safety Representative to all Site Safety meetings. The Site Safety Representative will be requested to carry out one written observation report every week at a time agreed with the Site Manager and bring to the attention of Site Management any dangerous situation or work activity that the Safety Representative becomes aware of in a prompt and appropriate manner.

The Site Safety Representative on this Project is: _____

2.18 COVID-19

COVID-19 is a new illness that can affect your lungs and airways. It's caused by a new (novel) Coronavirus virus called Coronavirus SARS-CoV-2. Current evidence suggests that the virus is significantly more infectious than the flu that circulates every winter. Viruses can be easily spread to other people and patients are normally infectious until all the symptoms have gone. COVID-19 may survive on surfaces for up to 72 hours. A combination of good personal hygiene and management of social distancing can protect from infection.

Key Control Measures

The following key control measures will be incorporated by Clonlough Contractors Ltd. to prevent the spread of the virus on construction projects:

Symptoms

- Ensuring no person with symptom attends site - fever (temperature), cough, shortness of breath, breathing difficulties, lack of taste / smell. Persons displaying symptoms must self-isolate and not attend site or work for 14 days. Also, any person living with someone who is self-isolating or waiting a COVID-19 test must restrict their movements for 14 days. It should be noted that recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

General Health

- Personnel living with “at risk groups” as defined by the HSE, must consider if there is a heightened risk from attending work.

Travel

- Persons returning to the island of Ireland should refer to national advice issued by the HSE / the Department of Foreign Affairs.

Hand Hygiene

- Ensuring everyone is washing hands regularly and thoroughly or sanitizing and sufficient facilities are provided and maintained to allow this to happen.

Social Distancing

- Ensuring workers maintain 2-metre (2m) separation insofar as possible while working, when using toilets, canteens, drying rooms etc. Also, to promote social distancing when travelling to and from work (public transport, vans etc.) and in their daily lives, in order to limit exposure.

Cough Etiquette / Respiratory Hygiene

- Ensuring people cough / sneeze into sleeve or elbow, always cover up, dispose of tissues.

Cleaning

- Ensuring that all frequently touched objects and surfaces are regularly cleaned and disinfected.

All individuals need to take personal responsibility to advise Clonlough Contractors Ltd. Management of any symptoms immediately. HSE and WHO Guidelines on COVID-19 will be followed for all site activities undertaken Clonlough Contractors Ltd.

Clonlough Contractors Ltd. shall develop a COVID-19 Site Management Plan to consider and address the level(s) of risk associated with the project and tasks that workers perform on site.

This plan will be made available to all site personnel, contractors & sub-contractors prior to the re commencement of site activities.

All contractors & sub-contractors are required to review their Safety Statement and associated risk assessments, considering COVID-19. Risk Assessments / Method Statement (RAMS) for all work on site shall be reviewed to address the risk of COVID-19 and the associated control measures required. Particular emphasis will be required on 'close working', i.e. where persons work within 2m of each other (2m being the HSE recommended separation for social distancing).

COVID-19 Compliance Officer

Clonlough Contractors Ltd. shall appoint a COVID-19 Compliance Officer ('C-19 Compliance Officer') for sites of all sizes in line with the Government's recommendations to monitor Social Distancing.

The role of a C-19 Compliance Officer is to monitor day to the site activities to ensure social distancing and hygiene rules are being maintained to protect health and reduce the spread of the C-19 virus. The appointed C-19 Compliance Officer will be clearly identifiable onsite with a distinguishable high viz vest with C-19 Compliance Officer highlighted. The person undertaking the role will receive training in what the role will entail.

Clonlough Contractors Ltd. will assess how many C-19 Compliance Officers are required depending on size, environment, number of personnel and the work activity to be monitored. C-19 Compliance Officer's duties will be shared among all contractors / sub-contractors on the project. A backup will be available in the event of a C-19 Compliance Officer going on training, annual leave or being off sick.

Details of the assigned C-19 Compliance Officer will be communicated on site safety notice boards.

Name of Site C-19 Compliance Officer's: _____

3. Organisation & Management

3.1 Project Directory

| Project Role | Name / Address | Contact Details |
|--|---|---|
| Client | Mark Legge, John O'Leary & Ruvann Kavanagh 11 Wellington Place, Dublin 2 | Mark Legge T - 085 720 7470 E - mark@andopen.co |
| Architect | Peter Legge Associates Architects & Design Consultants The studio, Abbeycourt, Kill-O- The-Grange, Blackrock, Co. Dublin | Patrick Lloyd T - 01 2302851 E – mail@plaarchitects.ie |
| Civil / Structural Engineers | CORA Consulting Engineers, Behan House, 10 Lower Mount Street, Dublin | John Pigott M – 086 8159014 T - 01 6611100 / 01 6371742 E - john.pigott@cora.ie |
| Project Supervisor (Design Process) | AA Safety Consultants Ltd. Cherrymills, Kildangan, Co. Kildare | Eimear Humphrey P - 086 2211337 E - aasafetyconsultants@gmail.com |
| Project Supervisor (Construction Stage) | Clonlough Contractors Ltd. Finance House, 46 Prussia Street, Dublin 7. | Frank Davis P – 087 225 6413 E – frank@clonlough.ie |

3.2 Co-ordinate Contractors On-Site

Where Contractors are appointed by the client to carry out the work on the project, Clonlough Contractors Ltd. will ensure that the relevant safety documentation is submitted by all contractors including safety statement, method statements, certificates for plant, machinery and lifting equipment etc. Each Contractor appointed will be responsible for their own employees and any sub-contractors appointed by him. Each Specialist contractor will provide their own PPE and ensure that all their personnel are fully trained.

3.3 Contracts Manager

The Contracts Manager is responsible for ensuring that arrangements are in place so that the following lists of criteria can be met or implemented.

- Co-ordinate and prioritise for action health and safety issues raised by the health and safety audits or by individual employees or managers.
- That Safety Procedures are complied with throughout the project
- Ensuring that all contractors are capable and willing to carry out work in a safe manner in accordance with the Clonlough Contractors Ltd.'s policy.
- Identifying safety training needs and ensuring that appropriate training is carried out.
- Ensuring that all employees are capable and willing to carry out work in a safe manner in accordance with statutory obligations and the Company's Safety Management System.
- Ensure that all employees are aware of actions to be taken in case of emergency and that properly maintained fire-fighting equipment is available.
- Ensure that an Accident Report form is completed thoroughly and promptly for all reported accidents and when necessary, ensure accident reports have been filed with the Authority.
- All persons who are employed are made aware of the Company Safety Statement
- Co-ordinate and prioritise for action health and safety issues raised by the health and safety audits or by individual employees or managers.
- That training as required is provided for all employees.
- That accidents, incidents, near misses and dangerous occurrences are fully investigated and appropriate action taken. All accident reports are forwarded to the financial Controller. All reportable accident details are forwarded to the Health & Safety Authority.
- That all statutory and recommended safety inspections/certifications are recorded for equipment such as lifting machinery, slings, pressure vessels and fire equipment.
- That all Machinery, Equipment, etc. Within Clonlough Contractors Ltd. is of safe design, safe to use, and regularly maintained.
- That Contractors, etc. are fully aware of the Company Safety Procedures. They must comply (without exception) with these requirements at all times.
- Those Contractors must adopt a safe system of work, and that the safety standards within Clonlough Contractors Ltd. are not lowered by the work of any Contractors.
- Lead by example in promoting a safety conscious attitude amongst all employees by showing good example.

3.4 Site Foreman

The Foreman is responsible for ensuring that arrangements are in place so that the following lists of criteria can be met or implemented.

- Ensuring that an analysis of the hazards and assessment of the risks associated with the execution of a project has been carried out and arrangements made to ensure that all work is carried out safely.
- Ensuring adequate welfare, first aid and firefighting facilities and equipment are available on site.
- Communicating all relevant information included in the Safety Statement to employees, contractors or clients by means of company inductions and toolbox talks.
- Ensure that safety standards laid down in the Safety Statement are adhered to and obeyed.
- Verifying that all Clonlough Contractors Ltd. personnel on site have received proper induction training to include a review of the site safety rules, the use of personal protective equipment, emergency procedures, first aid, accident reporting and any other relevant safety issues.
- Verify that all Clonlough Contractors Ltd. employees and contractors have appropriate safety training and that they are trained and competent in their relevant task.
- Ensuring that all equipment brought onto each site is maintained and carries the appropriate certification and that the operators are trained and competent in their specific use.
- Be aware of all identified hazards in their area of responsibility and specific measures are taken to reduce the risks associated with these hazards e.g. the use of specific plant and equipment, etc.
- Ensure that all employees are aware of actions to be taken in case of emergency and that properly maintained fire-fighting equipment is available.
- Ensure that an Accident Report form is completed thoroughly and promptly for all reported accidents by the supervisors. Obtain and file any accident investigation reports, when necessary ensure accident reports have been filed with the Health and Safety Authority.
- Monitor the activities of Clonlough Contractors Ltd. visitors and contractors on site to ensure their safety.
- Notify the Contracts Manager of any situations, which may present a safety hazard to contractors, or the public.
- Provide information to operatives regarding any work on site, which may present unusual, or significant risks to health and safety.

3.5 Employees

Employees are to adhere to the following when onsite:

In accordance with the requirements of Section 13 of the Safety, Health and Welfare at Work Act 2005, employees have the following responsibilities:

- All employees are required to co-operate fully with all provisions taken by the company for ensuring the safety, health and welfare of other employees, contractors and clients.
- All employees are required to immediately report all incidents, dangerous occurrences, unsafe conditions and unsafe acts to their immediate supervisor/foreman.
- All employees are required to adhere to all safe systems of work, use appropriate personal protective equipment and use all safety equipment provided,
 - All employees must wear protective footwear,
 - All employees working on roadwork's must wear safety helmets,
 - All employees working on noisy machines must wear hearing protection i.e. site dumpers,
 - All employees must wear breathing masks, eye and ear protection and any other PPE as deemed necessary,
- Employees are also responsible for reporting damage to equipment and the need for repair/replacement of items of personal protective equipment to their immediate superior.
- All employees are required to discharge their work in a safe manner so as to avoid injury to themselves/other staff and avoid damage to equipment and property.
- Any member of staff who does not adhere to Company safety rules will be subject to appropriate disciplinary action.
- All employees that have been trained in the SOLAS Safe Pass Programme must carry an up to date registration card at all times while working on site.
- It will be the duty of the employee not to be under the influence of any intoxicant to the extent that they endanger their own safety or the safety of others around them.
- To submit to tests for intoxicants, if reasonably required, with the tests being carried out by or under the direct supervision of a registered medical practitioner, who is a competent person.
- It will be the duty of the employee to inform their employer if they are suffering from any disease or illness, which may add to risk.

3.6 Machine Drivers and Delivery Drivers

Machine Drivers must comply with the responsibilities for all employees plus the following:

- Ensure your vehicle/machine is serviced & properly maintained at all times.
- Visually inspect plant before use.
- Inspect machinery & lifting gear weekly and record on the Ga2 form.
- Report defects in machinery & lifting gear above immediately to site management.
- Do not use unsafe equipment.
- Comply with all safety rules & procedures that were taught during CSCS training.
- Carry safe pass & CSCS training cards at all times.
- Remove key when the machine is not in use to prevent unauthorised access/usage.
- Inform Management if CSCS tickets are soon to be out of date.
- Always drive the machine with due care for other employees & member of the public.
- Ensure mirrors, windscreens; beacons etc... are clean & tidy at all times.
- Wear seat belts where seat belts are present on machinery.
- When using an excavator with a quick hitch system; the safety pin must be in place at all times.
- Make sure tyre pressures are correct & the tyres are in good condition.
- Never allow passengers to ride on the vehicle.
- Understand the limits of your machine, both loaded and unloaded. Never exceed the maximum weight shown.
- Do not allow untrained operatives operate your machine & remove keys when you're leaving the machine.
- Report any penalty points to the safety advisor if you operate company vehicles.

4. Safety and Health Standards

4.1 Project Standards

All Employees and contractors will be inducted prior to commencing work onsite.

The minimum standards for Safety & Health on this project will be to comply fully with the Statutory Requirements of the Safety Health & Welfare at Work Act, 2005 the Safety Health & Welfare at Work Construction) Regulations 2013 & Safety Health & Welfare at Work (General Application) Regulations 2007 and any other relevant Statutory Regulations and amendments hereto, as far as is reasonably practicable.

The appointed contractors must ensure all their work practices are compliant with current H&S legislation and relevant codes of practice.

4.2 Selection Procedures

A review of contractors will take place prior to commencement on site to determine their competency in the matters of Health and Safety.

Contractors

Contractors must ensure evidence of appropriate insurance's, a copy of their company Safety Statement, site specific Method Statements for all works and records of training particular to the nature of work must be provided to the Client/Clonlough Contractors Ltd. as evidence of competence and experience.

Material Suppliers

Material Suppliers are to supply relevant Health & Safety information on their products particularly by way of Safety Data Sheets relevant to the Project for inclusion in the Safety File, or as otherwise required.

Machinery & Plant

Machinery & Plant to be selected complying with CE mark of approval, used only for the purpose for which it is intended, and properly maintained. To be operated only by trained operators.

Statutory records (Schedule 1 Part A-E of the 2007 General Applications) are to be kept where appropriate and to be made available for inspection by the Clonlough Contractors Ltd.

All Plant to be compliant with the requirement for visual aids and auxiliary devices from Schedule 6 of the Safety, Health & Welfare at Work Regs 2013.

5. Communications and Co-operation

5.1 Communicating with anyone whose Safety and Health might be affected

The Categories of people who might be at risk are,

- Members of the public,
- Adjoining residential properties,
- Members of the project team on site visits,
- Construction site workers,
- Client representatives, visitors and others.

The safety and wellbeing of all the above is the responsibility of Clonlough Contractors Ltd.

5.2 Arrangements for Safety and Health Management

Minimum safety Requirements to be communicated to the contractors,

- This document will be brought to the attention of all contractor's personnel at site induction,
- All contractors must comply with the terms of this document,
- All contractors must submit a copy of their company Safety Statement and a Site-Specific Method Statements before starting work on site,
- All Subcontractors' "*responsible person*" is required to attend a Site Safety Meeting when requested,
- All contractors must ensure that their employees are adequately trained for the duties assigned to them,
- All Contractors must carry out Tool Box Talks regularly,
- Appropriate PPE must be worn by all Workers, Managers, Supervisors and Visitors on site. Contractor's supervision must ensure that this requirement is monitored and enforced.

Training:

The following training requirements must be met,

- Site Induction,
- Safe Pass,
- Manual Handling,
- Relevant SOLAS (FAS) CSCS Training.

Insurances:

Each appointed contractor insurance cover must be valid prior to commencement of work on site, i.e., Employer's Liability and Public Liability. As each subcontractor is appointed their insurance details are recorded.

Safety Statements:

Every Subcontractor, employer and self-employed person carrying out work on this project must have a safety statement in compliance with Section 20 of the Safety Health and Welfare at Work Act 2005.

Safety Statement may require revision during the contract works relative to any new hazards/risks, which may arise.

Site Meetings:

Regular Meetings will be held on site. Any items that might need to be immediately addressed between meetings shall be attended to by means most appropriate to the circumstances.

Items for discussion at safety meetings can include,

- Scope of works (amendments),
- Interaction between the different contractors on site,
- Avoiding hazardous interaction with Staff, Residents and members of the public,
- Method statements,
- Safety audits/ inspections, corrective actions items,
- Accident/incident reports,
- Unsafe acts & conditions.

Tool Box Talks:

Clonlough Contractors Ltd. will endeavour to ensure that bi-weekly tool box talks are carried out.

Tool box talk topics will be issued to Subcontractors Foremen at the Site Safety Meetings. The first topic to discuss with their workers is their safety method statement for the work they are to carry out on site. All subsequent tool box talks must be relevant and particular to the type of work that the Subcontractor is carrying out on site. The Subcontractors Foreman must return the completed sign in sheet by the end of the week. Method statements are communicated by way of toolbox talks prior to commencement of works on site.

Induction Talk:

All personnel starting work on this site will receive a Safety Induction Talk. This talk will outline the safety regime, the site-specific health and safety plan and statement and rules that operate on this site in order to keep all who are at work here safe. On completion of the induction, all those attending will be required to sign a confirmation of understanding and agreement to co-operate. Applicable EHS training is provided to Site Management during induction training.

5.3 Arrangements for dealing with on-going Design Work

Designers, including Contractor's Designers, must notify the client of any relevant design decisions or changes being made during the construction that affects the nature of the works.

The Temporary Works Design Certificate is to be used by the Designers of that Temporary Works and must communicate the design to the contractor carrying out the work.

5.4 Management of Temporary Works

Temporary Works include all works necessary to ensure the stability of the partially completed permanent works and of other structures and lands that might be affected by the works. A competent Temporary Works Designer shall be appointed for the project who shall take overall design responsibility for the stability of the structure during the construction process.

A suitably qualified site engineer will liaise with the Temporary Works Designer and the Project Supervisors. To facilitate co-ordination of the design of temporary works and co-ordination between designers of temporary works and permanent works the form of Temporary Works Certificate contained in Appendix 2 of the HSA Guidelines to the 2006 Regulations shall be as a sign off on all temporary works design.

6. Activities with Risk to Health and Safety

6.1 Arrangements for Management of activities with risks to Health and Safety

Contractors must prepare Task Specific Method Statements for their work on site. These Method Statements, in addition to describing the sequence and execution of the activity under consideration, will also include resources required. Task specific Method Statements will highlight the hazards as understood by the contractor, the risks associated with the particular hazard and the control mechanisms necessary, if the hazard cannot be eliminated. All relevant site personnel must sign off the method statements.

Particular Risks:

The following is the non-exhaustive list of particular risks to the safety and health of persons as set out in Schedule 1 of SI 291 of 2013 together with the opinion of the PSDP on what elements of the works may fall within each particular risk category.

The term Particular Risks arises in the Safety, Health and Welfare at Work (Construction) Regulations, 2013 but the term is not defined. The following list is adapted from the Regulations and is not exhaustive. There may be features of a work package which give rise to other potentially as serious as those in the list. **If you are not sure, ask.**

All work packages, common arrangements and site conditions on site are considered to determine if one of the risks listed below could arise. Where the package or the common arrangement is the direct responsibility of the Company, the Project Safety and Health Co-ordinator must develop the appropriate control measures.

Where a subcontractor is responsible for the package, the subcontractor's safety statement should give necessary Control Measures. These are agreed with the Company.

The following Particular Risks are applicable to this project.

“Work which puts persons at work at risk of falling from a height, burial under earthfalls or 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”

Falling from a Height:

There will be a significant amount of work being carried out at height. Risks from fall from height include but are not limited to the following.

- Falls from plant and machinery
- Falls of material
- Inadequate lifting plan for materials
- Inadequate working at height measures
- Faulty lifting equipment/ harnesses/lanyards

- Poor access for works at height
- Unplanned sequenced works
- Scaffolding
- Roof works
- Works near openings
- Demolition of existing building

Clonlough Contractors Ltd. shall ensure there are detailed control measures implemented to prevent any falls from a height from the proposed works.

Scaffolding

Scaffolding will be required on site for the duration of the project. Scaffolding will be erected and dismantled by a competent contractor. A method statement for the erection and dismantling of the scaffolding structure will be submitted to the PSDP for review prior to the works commencing. Weekly checks on the scaffolding will be carried out. All scaffolding work shall be carried out in accordance with the HSA Approved Code of Practice for Access and Working Scaffolds. The contractor shall ensure all scaffolding is complete in line with the Safety, Health and Welfare (Construction) Regulations 2013.

Roofing

All roofing works are to be carried out in accordance with Health and Safety Authority 'Code of Practice for Safety in roof work'. Adequate Edge Protection to be designed installed and maintained by contractor for duration of works. The contractor is to provide risk assessment and method statement for review before starting work.

Mechanical and Electrical Installation

The installation of mechanical and electrical equipment within the proposed building will be required. Method statements for the installation of such equipment should be provided to the PSDP / design team for review before works commence. A lot of these works will be carried out at a height. Clonlough Contractors Ltd. will use collective protective over individual protective measures where practical.

Installation of Walls and Roof Cladding

All cladding works are to be carried out in accordance with Health and Safety Authority 'Code of Practice for Safety in roof work'.

All openings in floors which can be covered are to be covered by a suitable structural material which is to be designed by the temporary works designer. The covering shall be such that it cannot be accidentally moved. All openings which are not covered are to be secured and identified using a suitable safety rail and safety tape.

Plastering

All plastering works are to be carried out under a site-specific method statement. Risk assessment to be carried out if use of stilts is required prior to carrying out works.

Burial under earthfalls or engulfment:

There will be a risk of burial under earthfall or engulfment on this project. Risks include but are not limited to the following.

- Foundation for excavation
- Excavating for site investigation works
- Excavation for tie ins into existing manholes
- Excavation for service connections

Clonlough Contractors Ltd. will incorporate control measures to be taken to eliminate / reduce / manage risks during the site investigation. Method statements shall be prepared and communicated to the PSDP for all excavation works proposed. Where excavations are required to remain open for a period of time, the contractor shall ensure the site is safe during out of hours.

“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 statutory requirement for health monitoring” for example:

Chemicals will be used as part of the project these include but are not limited to the use of petrol and Diesel, concrete, mortarciser, paint etc.

Any chemicals, gas cylinders or potentially hazardous materials used on-site must be secured and locked when not in use, in an approved storage location. Safety Data Sheets for such chemicals/ gases must be maintained on-site. Personnel working with these substances must familiarize themselves with the SDS prior to handling/ working with the material.

Clonlough Contractors Ltd. will Comply with all Regulations and Requirements for control of Hazardous Materials. Ensure that all paints are compliant with current legislation and that all painting operations take place in well-ventilated spaces. Minimise use of solvent based paints.

All requirements under the Biological Agent Regulations and Biological Agent Regulations Code of practice. In particular Clonlough Contractors Ltd. will take into account the danger associated with weils disease

The following controls should be adhered to:

- Prior to commencing work employees should examine their hands for cuts or abrasions and cover them with waterproof plasters.
- Pre-commencement risk assessment in place to identify any potential exposure to Weils Disease.
- Employees should use gloves at all times when working near drains or underground cavities or waste materials.

- Always check safety boots for leaks or cracks and replace immediately if they are inadequate to prevent contact with the water. Overalls should be worn at all times when operating in this area, and if exposure has occurred, they should be sprayed with a disinfectant.
- To prevent means of entry, pants should be tucked into socks or safety boots before the overalls are put on. When putting on gloves pull the cuff of the glove over the wrist cuff of your overalls.
- Employees must wash their hands after every exposure to possible contaminated areas, before eating, smoking or using the welfare facilities, and also when finishing work.
- Wash your hands on a regular basis.

Asbestos Containing Materials

Refurbishment / Demolition Asbestos Survey (RDAS) will be carried out by a competent surveyor and should be carried out on structures/equipment constructed prior to year 2000 (RDAS) for Asbestos Containing Materials (ACMs). An ACMs Survey has been carried out by Phoenix Environmental Safety Ltd prior to commencement of works onsite. A report has been developed and provided to Clonlough Contractors Ltd. highlighting the presence of ACMs in the existing building to be demolished.

ACMs were identified in this survey. See report below.

Clonlough Contractors Ltd. shall appoint a competent ACMs Removal Contractor to safely remove and dispose of all identified ACMs onsite prior to the commencement of works.

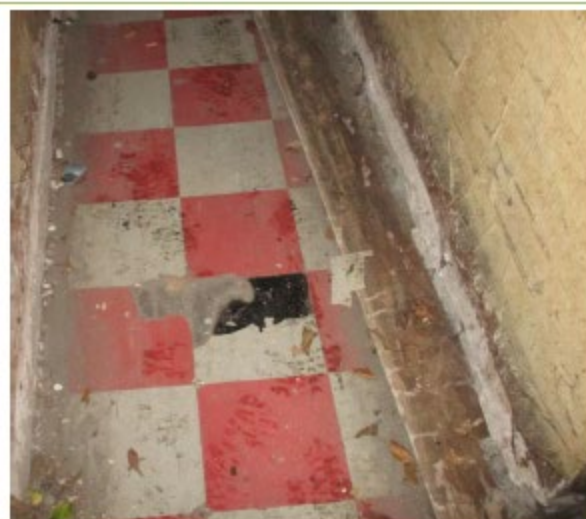
Clonlough Contractors Ltd. will ensure work is stopped immediately if any further ACMs are suspected or identified and competent advice is sought. ACMs must not be disturbed or removed, and independent specialist advice will determine the safest way to proceed and precautions to take.

PHOENIX ENVIRONMENTAL SAFETY LTD.

ASBESTOS DATA SHEET



| | |
|-------------------|--|
| Created By | Eoghan Hickey |
| Date | 1 st September 2020 |
| Site Details | No. 75A Leeson Street Upper, Dublin 4 |
| Client Name | Echo House Studio Limited |
| Survey Type | R/D Asbestos Survey |
| Site Ref | PE20-664 |
| Building Ref. | No. 75A Leeson St. Upper |
| Location | Corridor & end room |
| Extent/ Amount | 12 m ² approx. |



| | | | |
|--------------------|-----------------------------------|------------|-----------|
| Survey Date | 28.8.2020 | Sample No. | BS 179759 |
| Survey Company | Phoenix Environmental Safety Ltd. | | |
| Testing Laboratory | G & L Consultancy Ltd. | | |

| MATERIAL ASSESSMENT | | PRIORITY ASSESSMENT | |
|--------------------------------|--------------------------------|--------------------------------|-----|
| Product type | Floor tiles & bitumen adhesive | Normal occupant activity | N/A |
| Extent of damage | Medium | Likelihood of disturbance | N/A |
| Surface treatment | Well bound material | Human exposure potential | N/A |
| Asbestos type | Chrysotile | Maintenance activity | N/A |
| Material assessment score: N/A | | Priority assessment score: N/A | |
| TOTAL SCORE: N/A | | | |

CONCLUSIONS AND RECOMMENDATIONS

The floor tiles and bitumen adhesive identified in the corridor and end room contains Chrysotile (white) asbestos fibres. Thermoplastic floor tiles can contain up to 25% asbestos fibres. Bitumen adhesives contain a small quantity of asbestos fibres

The asbestos containing floor tiles and bitumen adhesive should be removed by an asbestos removal contractor and disposed of as asbestos waste before the demolition works commence

See Appendix F for more details

All asbestos removal work must be carried out in accordance with S.I. No. 386 of 2006 Safety, Health and Welfare at Work (Exposure to Asbestos) Regulations 2006-2010

“Work near high voltage power lines”

Overhead power lines have been identified traversing the site boundary on Swan Lane, refer to **Fig.4**. All works in the vicinity of the overhead and underground power lines shall be consulted with the service provider and design team prior to any works commencing. Please refer to all site services related information made available.

“Work involving the assembly or dismantling of heavy of prefabricated components” and risk of crush injury”

Clonlough Contractors Ltd. shall manage the coordination of heavy lifting equipment use around the site and shall plan for the delivery and safe working practices of prefabricated units being lifted into place. Clonlough Contractors Ltd. shall ensure that all areas where structural elements are being installed are adequately cordoned-off from all other third parties and personnel on site.

- Delivery of materials
- Set up of site containers
- Demolition of existing building
- Setting up cranes and other lifting equipment
- Installation of plant and equipment
- Lifting and placing of elements
- Demolition of existing building
- Overloading of the lifting appliances/ gear
- Erection of prefabricated roof trusses
- Erection of prefabricated steel lintels
- Erection of steel beams
- Poorly maintained equipment
- Unplanned sequences of work

Details regarding delivery of lifting equipment, traffic management of removal vehicles and the coordination of the works shall be provided in a method statement submitted to the design team for comment.

Clonlough Contractors Ltd. shall ensure that there is adequate mechanical assistance available for the installation and erection of large and heavy prefabricated materials for the works. Access to the area of works around the perimeter of the site shall also be assessed prior to works commencing.

The appointed demolition contractor will carry out a survey of the existing structures proposed for demolition and removal and determine the appropriate demolition methodology and sequence for that particular structure. The presence of adjacent buildings and infrastructure (noise, dust, vibration etc.) will be considered during demolition. Structures and elements of structures will preferably be demolished using mechanical means by machine to reduce the risk of work at heights, health hazards, manual handling etc. A detailed Method Statement / Demolition Plan will be completed and will breakdown in detail the sequence of demolition to ensure a planned safe system of work is applied.

6.2 Risks as per Second Schedule

The risk assessments outlined below are general risk assessments for Construction work. Each Contractor must carry out site specific risk Assessments for their own work.

Risk Definition and Matrix

Probability Categories

| Category | Definition |
|----------|------------|
| 1 | Improbable |
| 2 | Low |
| 3 | Medium |
| 4 | High |
| 5 | Very High |

Consequence Categories (Safety)

| Category | Definitions |
|----------|--|
| 1 | Insignificant/minor first aid, no time off, no loss |
| 2 | Lost time, recoverable, (strain, sprain, laceration, dermatitis) |
| 3 | Temporary disability, recoverable (minor fracture, asthma, deafness, concussion) |
| 4 | Permanent disability, survivable (major fractures, amputation, head injuries, eye injuries, poisoning) |
| 5 | Causing death to one or more people (fatal injuries, occupational cancer, fatal disease/fire) |

| Category | Definitions |
|----------|--|
| Low | Acceptable level of risk. Risk is controlled as far as reasonably practicable. Existing Controls to be continuously monitored. |
| Medium | Should aim to reduce risk further to As Low As is Reasonably Practicable. (ALARP) |
| High | Unacceptable level of risk. Hazard MUST be avoided or level of Risk reduced significantly & reliably by controls. |

Risk Matrix

| | | PROBABILITY | | | | |
|-------------|---|-------------|-----|------|------|------|
| | | 1 | 2 | 3 | 4 | 5 |
| CONSEQUENCE | 5 | LOW | MED | HIGH | HIGH | HIGH |
| | 4 | LOW | MED | HIGH | HIGH | HIGH |
| | 3 | LOW | MED | MED | HIGH | HIGH |
| | 2 | LOW | LOW | MED | MED | MED |
| | 1 | LOW | LOW | LOW | LOW | LOW |

| RISK ASSESSMENT | | | | | | | RA Number: | | 1 | Rev No: | 0 |
|--------------------------------|---|-----------------------------|--------------------|----------|-------------|--|------------|------------------|-------------------|---|---|
| Insert Task or activity | All Construction Activities – 75a Leeson Street Upper | | | | | | Date: | 16/09/20 | Review Date: | | |
| In Consultation with: | | Clonlough Contractors Ltd. | | | | | Assessor: | Safety Solutions | | | |
| | | | RR Before Controls | | | | | | RR After Controls | | |
| Task / Activity | Hazard | Who is at risk? | Likelihood | Severity | Risk Rating | Existing Control Measures | Likelihood | Severity | Risk Rating | Further Comments / Controls | |
| General Manual Handling | Incorrect Lifting Techniques | Employees Site Personnel | 3 | 3 | M | <ul style="list-style-type: none"> All employees will receive Manual Handling training appropriate to their task. Manual handling of loads will be carried out ONLY when mechanical equipment cannot be used. Employees who are physically unsuited for the task will not be required or allowed to undertake manual handling operations. Where mechanical equipment cannot be used, the appropriate manual handling training will be provided to all employees. Employees must assess loads prior to undertaking manual handling and reduce the risk of injury as far as in reasonably possible. | 1 | 3 | L | Refresher Manual Handling training every 3 years. | |
| General Housekeeping | Poor Housekeeping Standards | Employees Site Personnel | 3 | 3 | M | <ul style="list-style-type: none"> A high standard of housekeeping will be maintained at all times. Each contractor will be responsible for his or her own area ensuring that general clean-up of the site takes place on a daily basis or upon the completion of work. CLONLOUGH CONTRACTORS LTD. and Sub-Contractor supervisors will monitor the work site to ensure housekeeping is maintained. All access/egress routes will be kept clear at all times. Combustible waste will be safely disposed of in appropriate containers. Materials will never be stored in positions, which would create hazards to workers. This includes storing materials on scaffolds, platforms, a roof or the materials storage areas. All openings in floors, walkways, driveways etc. will be securely covered. Debris and materials will not be thrown or dropped from scaffolds or buildings unless a chute is provided or other suitable safe method used. Employees will be expected to maintain welfare facilities and leave them as close to the way they found them as possible. All contractors will understand site housekeeping requirements, and this will be communicated at induction. | 1 | 3 | L | Monitor on an ongoing basis. | |

| | | | | | | | | | | |
|---|------------------------|--|---|---|---|---|---|---|---|---|
| Noise / Use of Plant, Equipment & Tools | Exposure to Loud Noise | Employees Site Personnel Members of Public | 3 | 2 | M | <ul style="list-style-type: none"> The company will ensure that every effort will be made to reduce workplace and environmental noise levels to a minimum, in so far as is reasonably practicable, so as to be safe and without risk to safety and health. In situations where noise levels are likely to exceed 80dBa suitable and adequate hearing protectors will be made available to all employees likely to be affected. In situations where noise levels are likely to exceed 85dBa, suitable and adequate hearing protectors will be provided and all employees likely to be affected will use the hearing protection, in accordance with manufacturer's instructions. Warning signs will be posted in all relevant work areas, indicating noise levels and the requirements regarding the use of hearing protectors. In compliance with the Safety, Health and Welfare at Work (General Application) Regulations 2007, audiometric testing will be made available to employees who are likely to be exposed to high levels of noise during their normal working day. Hearing protectors will be checked on a regular basis and replaced where necessary. | 1 | 2 | L | Implement periodic noise level monitoring. |
| Raised Dust Levels During Construction, Demolition, Clean Up | Dust Inhalation | Employees Site Personnel Members of Public | 3 | 2 | M | <ul style="list-style-type: none"> Dust Suppression is the preferred control for the elimination of dust. Engineering controls such as Local Exhaust Ventilation (LEV) or containment measures will be used where appropriate. All workers exposed to dust from their work activities, will wear protective filtered dust masks. Respiratory Protective Equipment (RPE) should have at least a P2 particulate filter, fitted to a half or full-face mask to provide effective protection and be CE marked. Any RPE worn will be appropriately fit tested. Where there is a risk of eye irritation, workers will wear eye protection i.e. protective glasses / goggles. Workers will have access to protective gloves and barrier creams as necessary. Engage in a wetting down process to reduce and prevent rising dust. Roads shall be cleaned on a regular basis and dust suppression methods shall be employed to reduce dust Seek to substitute the silica containing material with a suitable alternative if possible. Wear suitable PPE such as coveralls and appropriate gloves. Medical advice will be sought if there are persistent symptoms and report these to your supervisor. | 1 | 2 | L | Monitor dust levels and exposure on an ongoing basis. |

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| Use of Hazardous Substances | Exposure / Skin Contact Inhalation | Employees Site Personnel | 3 | 4 | H | <ul style="list-style-type: none"> An assessment of health risks created by work involving substances hazardous to health will be conducted prior to the task. The company will prevent exposure of employees to substances hazardous to health or, where there is a reasonably practicable, adequately control exposure. Control measure will be developed and appropriately implemented and maintained by the company. Where engineering controls are introduced they will be regularly maintained and tested by a competent person. The atmosphere will be maintained in certain circumstances to ensure operatives are not being subjected to above the recommended OEL (Occupational Exposure Limits) for certain hazardous substances. Health surveillance, where it is appropriate for the protection of the health of employees, will be carried out and recorded. Information, instruction and training will be provided for persons who may be exposed to substances hazardous to health. A Material Safety Data Sheet will accompany all substances hazardous to health, which is permitted on site. This will be issued to site management and held within the safety management system. | 2 | 4 | M | Employees have a duty to co-operate with their employer to enable them to comply with law and make full and proper use of any control measure, including PPE and must report any defects. |
| Contact with Cement Dust / Cement / Plaster | Skin irritation Skin disease Dust inhalation | Employees Site Personnel | 3 | 3 | M | <ul style="list-style-type: none"> Avoid breathing in dust, as well as the dust created by the surface treatment of hardened concrete, which may contain high silica content by wearing suitable respiratory protective equipment. Protect the skin from contact; wear long-sleeved clothing and full-length trousers, with rubber boots and gloves when required. If any cement gets into your eyes, rinse them immediately with plenty of warm water. Immediately wash off any dust, or freshly mixed cement that gets on to the skin. | 1 | 3 | L | Monitor dust levels and exposure on an ongoing basis. |
| Interface with Public during Construction Works | Unauthorised persons entering construction site areas | Employees Site Personnel Members of Public | 4 | 4 | H | <ul style="list-style-type: none"> Security fencing will be erected and maintained enclosing all site work areas. The construction access gates will be securely fenced and closed at all times. No entry signage will be kept in position to inform all that authorisation is required to enter the site. Warning signage will be erected along pedestrian access routes and on perimeter fencing. Secure hoarding/ fencing, security personnel and locked access points will deny entry during non-work hours. All visitors will be directed under supervision to report to main site offices. A spotter will be utilised at all times for the guidance of plant movement while working in close proximity to public areas, | 1 | 4 | L | Monitor on an ongoing basis. |

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| | | | | | | <p>when crossing over public footpaths or walkways and when entering or exiting the site.</p> <ul style="list-style-type: none"> Spotter will ensure all additional site opening remain closed except for the main site entrance where the spotter is located. All site personnel will be made aware of the presence of pedestrian and vehicular traffic through tool box talks and site induction's. | | | | |
| Employees & Sub-Contractors Working Onsite | Non-Compliance with Site Rules | Employees Site Personnel | 3 | 4 | H | <ul style="list-style-type: none"> All site personnel will be available to attend site inductions and toolbox talks. Employees will be made aware of potential hazards, which they may come into contact with on-site e.g. excavations, demolition, overhead and underground power lines etc. All site personnel will comply with site rules and emergency procedures (e.g. speed limit, parking etc.). All employees will wear the necessary personal protective equipment e.g. hard hats, footwear and high visibility vests etc. Employees will inform their Supervisor immediately of any defective equipment noted while working on the site. All employees will carry their SOLAS Safe Pass registration card or other form of completion of course when working on a construction site. Under no circumstances are employees to approach, or walk beside any work process in which they are not directly involved in. Employees will be involved in a general clean-up of the site at the end of each working day, to maintain a high standard of housekeeping. Employees will keep access/egress routes clear at all times. Employees will dispose of combustible waste in appropriate containers. | 1 | 4 | L | Competence of all sub-contractors to be assessed prior to appointment and throughout project once appointed. |
| Wearing of PPE | Employees not Wearing PPE | Employees Site Personnel | 3 | 5 | H | <ul style="list-style-type: none"> PPE shall be provided for all employees in compliance with the SHWW (General Application) Regulations, 2007. Where equipment is not being used or maintained the company's disciplinary procedures will apply. All employees have a legal obligation to use and maintain the PPE provided to them. Appropriate safety footwear shall be worn, in designated areas such as on site and in warehouse areas. Safety gloves, glasses/goggles, face protection and hearing protection will be worn as required/where mandatory. Suitable gloves to be worn when handling sharp objects or harmful, corrosive, staining materials. Other protective clothing/equipment shall be provided and worn as and when necessary. Monitoring of PPE will take place on a regular basis. Hi-visibility vests will be worn where required i.e. on site and in warehouse and yard areas. Ear muffs/plugs will be provided when noise exceed 80dB. | 1 | 5 | L | Wearing of PPE to be highlighted in regular toolbox talks. |

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| | | | | | | <ul style="list-style-type: none"> Protective masks will be worn when working in dusty conditions such as cutting concrete or breathing harmful fumes. | | | | |
| Fire | <p>Hot Works.</p> <p>Fume inhalation.</p> <p>Serious personal injury.</p> <p>Loss of lives.</p> <p>Damage/ Destruction of buildings and property.</p> <p>Explosion.</p> <p>Electrically Powered Tools.</p> | Employees Site Personnel Members of the public | 3 | 5 | H | <ul style="list-style-type: none"> 'No Smoking' policy in force except in designated areas. Proper evacuation procedure to be in place and checked regularly. Assembly point to be identified in employee induction. Fire extinguishers to be at the work location and maintained. Extinguishers must always be provided near possible sources of fire. Fire points must be clearly identified, kept clear and maintained. | 2 | 5 | M | Fire watch to be carried out where required. Hot Work permits to be in place. Fire Drills to be in place |
| Lighting | <p>Slips, trips and falls</p> <p>Injuries to third parties</p> | Employees Site Personnel | 3 | 2 | M | <ul style="list-style-type: none"> Adequate lighting must be provided throughout the site for the duration of the works. Lighting must be checked by site management on a regular basis in order to ensure that the level provided is adequate. Work involving high accuracy or required attention to detail will need better lighting than more menial tasks. Sufficient lighting must be provided at all access points to the site, so that vehicle and pedestrians exiting the site are clearly visible. The main contractor will ensure that the footpath along the site is adequately lit at all times. This may be narrowed or otherwise impaired during construction and extra lighting to supplement street lighting may be required. Hoarding and signage restricting access will be clearly visible at all times. | 2 | 2 | L | Any faults in site lighting to be Reported to site manager immediately. |
| Use of Hand Tools | <p>Inexperienced Personnel</p> <p>Defective Tools</p> <p>Non-Wearing of PPE</p> | Employees Site Personnel | 3 | 2 | M | <ul style="list-style-type: none"> All personnel using hand tools will be adequately trained in their safe use. When selecting the tool for the job in hand, the correct type, size and weight of the tool will be considered. The cutting edges of tools will be kept sharp and when not in use they will be protected by a suitable cover. All hand tools will be maintained in a safe condition and discarded and replaced when found to be unsafe for use. | 1 | 2 | L | Hand tools subject to regular inspection. |

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| | | | | | | <ul style="list-style-type: none"> Tool handles will be of a smooth finish and free from patent defect. Tools will be kept clean and free from grease and dirt. When not in use tools will be stored in the appropriate toolbox or crib, so as not to present a tripping or falling hazard. All employees involved in the use of hand tools will have an understanding of the associated hazards and take necessary precautions to avoid risks. Hearing protectors will be worn when working with hand tools, which emit high levels of noise. Suitable and adequate personal protective equipment will be worn to protect from the hazards associated with each individual tool used. | | | | |
| Use of Portable Electric Tools | <p>Inexperienced Personnel</p> <p>Defective Tools</p> <p>Non-Wearing of PPE</p> <p>Serious Personal Injury.</p> | Employees Site Personnel | 3 | 3 | M | <ul style="list-style-type: none"> All personnel will be trained in the safe use of portable electric tools. Portable electric tools will be serviced and maintained every three months by a competent person. All tools will be thoroughly inspected prior to use. Portable electric tools will only be used for the purpose for which it was designed. Cables, plugs and connectors will be in good condition and free from cracks, breaks and exposed wires. Always follow the manufacturer's instructions. Portable electric tools will operate only on 110v supply. A residual current device (RCD) will be used at the socket or mains, even if the power supply is 110V. Portable electric tools will never be used while the operator is standing in water. Electric cables and extension cables will be laid out in a neat and tidy fashion to avoid tripping hazards and becoming damaged by other vehicles and equipment. Never handle live electric cables. Portable electric tools will never be connected to lighting sockets. Eye and hearing protection will always be used while working with portable electric tools. | 1 | 3 | L | Monitor use of portable electric tools on an ongoing basis. |
| Use of Cartridge Operated Tools | <p>Inexperienced Personnel</p> <p>Defective Tools</p> <p>Non-Wearing of PPE</p> <p>Serious Personal injury</p> | Employees Site Personnel | 3 | 3 | M | <ul style="list-style-type: none"> Cartridge operated tools will be used according to manufacturers' instructions. Only operators who are properly trained will use cartridge-operated tools. The operator will wear eye protection in the form of goggles. Hearing protection will be provided. The cartridge-operated tool will have proper maintenance carried out at regular intervals. The cartridge-operated tool will be kept in a secure place when not in use. Hold the tool at right angles to the job when firing. Check material into which bolt is to be fired, carry out a test fire first. | 1 | 3 | L | Monitor use of cartridge operated tools on an ongoing basis. |

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| | | | | | | <ul style="list-style-type: none"> Check there is nobody behind the target. Allow at least 75mm from edges of concrete or brickwork. Tools will be stored unloaded in a fireproof cabinet. Cartridges of different strengths will be stored separately and marked clearly. | | | | |
| Use of Pneumatic Tools | <p>Injury to eyes from use of tools or from blowing away dust.</p> <p>Vibration</p> <p>White Finger</p> <p>Damage to internal organs or upper limbs due to incorrect posture when using breakers.</p> <p>Noise</p> | Employees Site Personnel Members of Public | 3 | 3 | M | <ul style="list-style-type: none"> Check equipment daily before use, and report defects immediately. Ensure all guards, safety devices, brakes etc are in good condition and operating correctly. Ensure engine cover stays are in good condition and fully locked into position when the cover is open. Engine cover flaps must be in place during use, to ensure noise control is effective, this also includes mufflers fitted to breakers. Additional protective equipment such as earmuffs or goggles may be required, and these will be worn. Hoses, connection and valves must be in good condition and correctly fitted. When using an air "lance" or similar, eye protection must be worn, and a valve fitted to the lance to shut off the air supply. The work area should be cleared of other persons unless they are also adequately protected. Take care when blowing out condensation etc from hoses and ensure that the open end is secure and not pointing at anybody. | 1 | 3 | L | Monitor activity on an ongoing basis. |
| Use of Kango / Core Drill | <p>Inexperienced Personnel</p> <p>Defective Equipment</p> <p>Serious Personal Injury</p> | Employees Site Personnel | 3 | 3 | M | <ul style="list-style-type: none"> In Accordance with the Physical Agents Regulations SI No 299. Regulation No 137 rest periods/work rotation to be scheduled where the machines are being used for long periods by operatives. Will be maintained in good condition. Equipment will be regularly checked by a competent person. Equipment will be used by experienced personnel. Personal Protective Equipment to be provided and used as per manufacturer's guidelines. 110V operating voltage. | 1 | 3 | L | Monitor activity on an ongoing basis. |
| Use of Abrasive Wheels, Con Saws, Angle Grinders | <p>Wheels shattering at high speed.</p> <p>Serious facial/head injury.</p> <p>Eye injury.</p> <p>Fire explosion.</p> <p>Elec shock.</p> | Employees Site Personnel | 5 | 5 | H | <ul style="list-style-type: none"> Training must be provided as per the Safety Health and Welfare at Work (General Application) (Amendment) Regulations, 2016 (Si. No 36 of 2016). Only trained and authorised personnel must be allowed to use abrasive wheels. The operator must carry out daily inspection. Guards must be in place at all times, when machine is being used. If electrically powered use 110v equipment only. Store petrol for consaws in correct approved contain Always refuel away from the work area. Do not use consaws close to other people Always ensure the workplace is secure. | 1 | 5 | L | Lift plans to be in place. |

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| | Vibration — white finger. Respiratory problems. | | | | | <ul style="list-style-type: none"> • Correct PPE must be worn at all times (gloves, ear protection, eye protection and steel toe-capped boots). • Inspect work area for all dangers prior to using abrasive wheels • A hot works permit may be required from site management. • Use correct discs. Store them safely when not in use • Turn off consaws and unplug grinders when not in use. • | | | | |
| Hand Arm Vibration / Use of Plant & Equipment | Nerve damage in hands, back pain and other serious injuries | Employees Site Personnel | 3 | 3 | M | <ul style="list-style-type: none"> • A contractor responsible for a construction site shall ensure for that site metal or concrete frameworks and their components, shuttering, pre-fabricated components, pre-fabricated roof trusses, attenuation tank, temporary support, falsework and buttress are erected and dismantled only under the supervision of a competent person. • Equipment is used and maintained in accordance with the manufacturer's instructions. • Where information on vibration exposure levels and times are not available exposure measurements are undertaken by a competent person as necessary. • Task rotation is used to minimise exposure. • Machines are mounted and not hand held where possible. • Employees are trained in the use of equipment. • Gloves are provided and worn as required. • Control of Vibration at Work. • | 1 | 3 | L | For trigger times for equipment in use refer to Guide to the Safety, Health and Welfare at Work (General Application) Regulations 2007 Chapter 2 of Part 5: |
| Use of Mobile Generator | Use of a mobile generator could result in electrocution, fumes, fire or explosions which may cause burns, suffocation or other serious injuries to you, your employees and/or visitors | Employees Site Personnel | 2 | 5 | M | <ul style="list-style-type: none"> • A register of all lifting tackle should be kept with a copy of test certificates for each item. Each item should clearly state the Safe Working Load (SWL). • The SWL is the maximum weight for which the sling should be used. • A trained banksman should be present when using Chains Slings or lifting Tackle • Lifting gear will be colour coded to ensure chains/slides are not used past the 6-month expiry date. • | 1 | 5 | L | Lift plans to be in place. Register and regular check of lifting tackle/gear |
| Use of 360° Excavator | Untrained Personnel Collision | Employees Site Personnel | 4 | 4 | H | <ul style="list-style-type: none"> • Only trained and certified personnel will operate the excavator. The training will meet CSCS standard. • The machine must be examined by the operator at the start of every working day / shift. Normal diesel/engine checks | 2 | 4 | M | CSCS training records to be renewed every 5 years. Machine certification will be renewed every 12 months. |

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| | Machine Defects Overturning Noise | | | | | <p>will be carried out at the start of every working day. Certificates will be stored on file in the site office, available for review.</p> <ul style="list-style-type: none"> Any defects will be reported to supervisor. Before commencement of work, all underground services will be located and clearly marked. Overhead power lines must be identified and made safe, liaison must be made with the relevant bodies at this time. All personnel to keep clear of the swing radius of the excavator. The excavator will be fitted with adequate movement alarm and flashing beacons with CCTV or convex mirrors or a combination of both to allow vision from the driver's seat at all points more than 1-metre-high and 1 metre from the machine as required by the 2013 Construction Regulations. Care will be taken when operating near deep excavations, overhangs or cliff edges. Trench protection will be used at and below 1.25 metres. Operator will never overload lorries, dump trucks etc. All lifting gear will be of good design and construction, safe working load highlighted and will be clearly stamped. All attachments must be free from defects and must be properly attached to machine. Safety pins will always be fitted to quick hitches. No modifications will be made to plant or equipment without manufacturer's approval. When not in use excavator will be parked in a safe place with all attachments lowered to the ground. | | | | |
| Use of Site Dumper | Untrained Personnel Machine Defects Collision with people, equipment, buildings Overturning Noise | Employees Site Personnel | 3 | 4 | H | <ul style="list-style-type: none"> Operators must be trained and be in possession of a current certificate (SOLAS CSCS) / licence in order to operate / drive the dumper. The machine must be checked out by the operator at the start of each working day/shift. The Safe Working Load (S.W.L.) of the machine will never be exceeded. Never carry loads that obstruct the driver's forward vision. Always check for proximity hazards, e.g. pedestrians, other vehicles, ground conditions, excavations, obstructions etc. When unloading at dump points and excavations always ensure that adequate stop blocks are in place. Before tipping always check for overhead power lines. A competent person, in accordance with manufacturer's instructions will carry out machine maintenance. Always adhere to safe parking procedures e.g. park on firm ground, engage hand break, place controls in neutral, lower body/skip and remove key /starting handle. The operator will ensure that all loads are secure before lifting/moving. Reversing alarm and flashing beacon will be available on machine. | 1 | 4 | L | CSCS training records to be renewed every 5 years. Machine certification will be renewed every 12 months. |

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| | | | | | | <ul style="list-style-type: none"> Suitable fire extinguishers will be installed on all machines. Suitable personal protective equipment will be provided and worn at all times. | | | | |
| Use of Telescopic Handler | Untrained Personnel Machine Defects Lifting Operations Machine runaway Unsupported raised forks Overturning Noise Falling objects Fire | Employees Site Personnel | 3 | 4 | H | <ul style="list-style-type: none"> Only trained and certified personnel (SOLAS CSCS) will operate telescopic handler. The machine will be checked out by the operator at the start of each working day/shift A spotter shall be utilized for operations in public areas. Speed limits shall be obeyed at all times. The Safe Working Load (S.W.L.) of the machine will never be exceeded. The telescopic handler will never be operated across an incline or ramp. The telescopic handler will never be driven with forks raised. Passengers will never be carried, unless the machine is designed to do so. Safe access will be provided to all telescopic handlers. All personnel will be trained in safe manual handling techniques. The operator will ensure that all loads are secure before lifting/moving. A suitable fire extinguisher will be installed on telescopic handler. Telescopic handler will be parked in a safe manner and in a safe area. In the event of telescopic handler breaking down while transferring goods, care will be taken to ensure the goods are secured and personnel are not exposed under the load. Adequate and suitable personal protective equipment will be used by telescopic handler operators. No modifications can be made to equipment without manufacturer's approval. | 2 | 4 | M | CSCS training records to be renewed every 5 years. Machine certification will be renewed every 12 months. |
| Cranage | Inexperienced Personnel Defective Equipment Serious Personal Injury Falling Materials | Employees Site Personnel Members of Public | 3 | 5 | M | <ul style="list-style-type: none"> Only trained operators CSCS qualified are allowed to operate this type of equipment. PSCS will appoint a qualified sub -contracting crane company when required for their ongoing projects Each load must be inspected to ensure that it is adequately secured to the crane hook and that the safety catch is in place. Each load must be assessed as to its weight and at no time can the Safe Working Load be passed. Operators must ensure that the direction of intended travel is clear prior to commencement of move. All lifting is inspected in a regular basis; however, operators must maintain critical checks on equipment on a daily basis. Only trained employees CSCS qualified shall act as signaller/banksman for crane operators. | 1 | 5 | L | Lift plans to be in place. |

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| Civil Works/Site Preparation | Vehicle accidents | Employees Site Personnel | 5 | 5 | H | <ul style="list-style-type: none"> All site personnel will ensure that they are available to attend site inductions and toolbox talks. Employees will be made aware of potential hazards, which they may come into contact with onsite e.g. excavations, demolition, overhead and underground power lines etc. All site personnel will comply with site rules and emergency procedures (e.g. speed limit, parking etc.). All employees will wear the necessary personal protective equipment e.g. hard hats, footwear and high visibility vests etc. Employees must inform the Supervisor immediately of any defective equipment noted while working on the site. All employees will carry their SOLAS Safe Pass registration card, or other form of completion of course when working on a construction site Under no circumstances are employees to approach, or walk beside any work process in which they are not directly involved in, such as crane operations etc. Employees will be involved in a general clean-up of the site at the end of each working day, to maintain a high standard of housekeeping. All operators of excavation equipment must be competent and over 18 years of age. Operators are to be in safe positions at all times. Banksman will be used where necessary to assist a vehicle driver in manoeuvring. Traffic routes around / across the site will be designated prior to work with the right of way clearly indicated. Vehicles are subject to routine maintenance and certification in accordance with manufacturer instructions and current regulations. Engines are to be switched off when not in use. All employees are to wear hardhat protection and safety footwear. All excavations will be closely supervised by an experienced, competent, person. The local authorities should be contacted to determine the position of electrical cables and sewer lines and the area scanned if necessary. Where possible, overhead lines will be de-energised or re-routed. Where this is not possible, adequate safeguards will be in place to protect vehicle contact with these lines. The safety of the public, particularly children must be considered when excavations are left open outside of working hours. No person is permitted to enter any unsupported excavation unless the sides are properly supported or sloped back to a safe angle for ground conditions which apply. Employees will keep access/egress routes clear at all times. | 2 | 5 | M | Excavation to be battered back to a safe angle of repose. |
| | Noise | | | | | | | | | |
| | Collapse of excavation | | | | | | | | | |
| | Trip / Fall | | | | | | | | | |
| | Exposure to hazardous materials | | | | | | | | | |
| | Portable power tools (moving parts and electricity) | | | | | | | | | |

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| | | | | | | <ul style="list-style-type: none"> Employees must dispose of combustible waste in appropriate containers. Employees must never store materials in positions, which would create hazards to other workers. Debris and materials must not be thrown, or dropped from scaffolds, or buildings unless a chute is provided, or other suitable safe method used. Employees will be expected to maintain welfare facilities and leave them in a hygienic condition. | | | | |
| Demolition Activities | <p>Collapse of Structure</p> <p>Work at Height</p> <p>Falling Objects</p> <p>Exposure to Hazardous Substances</p> <p>Exposure to Asbestos</p> | Employees Site Personnel | 4 | 4 | H | <ul style="list-style-type: none"> A detailed method statement will be provided for the scope of the works. Demolition methods will be agreed with the site management prior to commencement. Operatives involved in demolition will be trained experienced. Guardrails and toe boards will be erected on edges over two meters in height. Operatives will wear harnesses where edge protection cannot be provided due to the nature of the work activities. The area will be cordoned off and access restricted. All persons working in the demolition area will wear appropriate PPE. Propping systems/under pinning/use of needles will be carried out by trained and experienced persons. Temporary systems erected will be inspected daily by a competent person. If burning equipment is being used fire extinguishers must be present at all times. The building may contain lead-based paints due to the age of the structure. | 2 | 4 | M | Full supervision will take place during operations. |
| Contact with Asbestos Containing Material | <p>Exposure / Inhalation</p> <p>Serious Health Effects</p> | Employees Site Personnel | 3 | 5 | H | <ul style="list-style-type: none"> Refurbishment / Demolition Asbestos Survey (RDAS) must be carried out by a competent surveyor and should be carried out on structures/equipment constructed prior to year 2000) (RDAS) for Asbestos Containing Materials (ACMs). Survey will be carried out before starting maintenance, demolition or refurbishment work. Work is stopped immediately if ACMs are suspected or identified and competent advice (ACMs must not be disturbed or removed, and independent specialist advice will determine the safest way to proceed and precautions to take) is sought. High risk ACMs (e.g. Asbestos pipe/vessel insulation, spray coating or insulating board) are only removed by competent specialist asbestos contractors and only after the Health and Safety Authority has been notified. | 1 | 5 | L | ACM awareness training be provided where required. |

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| | | | | | | <ul style="list-style-type: none"> Low risk ACMs (ACMs must be identified, and their condition determined by a competent person/RDAS e.g. asbestos roof sheeting, cement flues, toilet cistern) are only removed by competent specialist contractors or trained employees under the supervision of a competent person Asbestos containing materials are packaged, stored, disposed (e.g. double wrapped using 1,000-gauge polythene and labelled as asbestos waste, securely stored and disposed of by a licensed contractor and records kept) of correctly and records kept. RPE (Respiratory protective equipment e.g. filtering face piece (FF) particulate filter No.3 (P3) mask is used for low risk work) is provided and worn when removing low risk ACMs and employees are trained in its use. PPE (Personal Protective Equipment e.g. coveralls, respirators, safety helmet, gloves) is provided and worn as required when removing low risk ACMs and employees are trained in its use. | | | | |
| Excavations | Excavation Collapse Material falling Vehicle over turning Water build up Unprotected edges Striking services | Employees Site Personnel | 5 | 5 | H | <ul style="list-style-type: none"> The location of electric cables, drains, gas and water mains etc. will be determined and marked prior to the commencement work. Local authorities and, where necessary, scanning to be used to determine service locations. Excavations of 1.25 metres depth or greater will be properly sloped or shored at all times. A competent person must approve trench designs prior to entry. Warning lamps must be used during hours of darkness, or low visibility. Trench Box in place where required to prevent collapse of sides or shoring or battering back. Safe means of access and egress in all excavations. A competent person must adequately complete the appropriate AF3 Form when working with excavations. Reports and forms will be filed on site available for review. During excavation work the surrounding areas must be maintained in an orderly and tidy condition. Place suitable barriers, covers and signs around the excavation to forewarn of danger. All material removed from the excavation to be stored at least the same distance away from the edges as the depth of the excavation, to prevent debris falling back in. | 2 | 5 | M | Excavation to be battered back to a safe angle of repose. |
| Work at Height | Unsafe Work at Height Equipment Poor Access Inexperienced Personnel | Who Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> Work at height equipment (Scaffolding, towers etc.) will only be erected by trained CSCS personnel. Personnel will not alter or interfere with internal scaffold towers erected by other contractors on site. Safe access will be provided for all work at height. Supervisor to be notified if safe access is not available. Under no circumstances will any work at height take place unless appropriate signed off work at height equipment is available and safe access provided. | 2 | 5 | M | All work at height to be supervised and planned in advance. |

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| | | | | | | <ul style="list-style-type: none"> The Supervisor, on request, will arrange any necessary notices warning of men working above. All personnel on sites, where work at heights is being carried out, will wear hard hats. Access to the working areas will be removed or fenced outside working hours or when unattended. All working areas at heights will be guarded to prevent falls of persons and materials, where practicable, or other suitable protective procedures will be used. Appropriate safety equipment will be used when necessary i.e. safety belts, harnesses, fall arrest devices etc. | | | | |
| Use of Ladders | Work at Height Defective Equipment Unstable Surface | Employees Site Personnel | 3 | 3 | M | <ul style="list-style-type: none"> Under the working at height regulations, ladders will only be considered where the use of other more suitable work equipment such as tower scaffold are not appropriate. Employees will be trained in the safe use (e.g. inspection, securing etc.) of ladders. Ladders will only be used as a work place for light work that indicate low risk and of short duration. Ladders with a defective rung will not be used. Ladders must be in good condition and of adequate length and strength for the work in progress. Ladders must be secured at the top and be long enough to extend 1.05 metres above the landing place. It is recommended that ladders be placed at an angle of 1:4. Ladder is set up on a firm level base, leaning at a suitable angle and secured (e.g. tied at the top or bottom; footed; use of anti-slip or other stability devices) against slipping or moving. Ensure that the step-off area is clear if using a ladder to reach a platform. Ladders will be positioned so that over reaching is not necessary and when working from the ladder, persons will not stand on the top three rungs. 3-points of contact (e.g. two hands and a foot, or two feet and a hand) will be maintained always when using a ladder. | 1 | 3 | M | Ladders will be inspected as part of a regular inspection. |
| Scaffolding Erection, Modification & Dismantling | Work at Height Incompetent Personnel Unsafe Erection / Dismantling Housekeeping | Who Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> All scaffolds will be erected and dismantled by a competent and experienced person(s) (CSCS) or under their direct control. Scaffold work will be completed in accordance with statutory requirements and applicable codes of practice to satisfy design criteria (load, use etc.) Scaffolding will be erected in accordance with the manufacturer's instructions, by trained experienced persons. A scaffolding handover certificate will be completed by the competent and trained scaffolder and issued to Site Manager once scaffolding is safe for use. All scaffolds shall undergo inspections before use, after bad weather and on a weekly basis using a GA3 form. Scaffolds will be equipped with railing protection at 950 mm and toe boards. Working platforms must be a minimum of | 2 | 5 | M | Monitor scaffolding daily. |

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| | | | | | | <p>601mm wide. Gangways for the passage of persons only can be 401mm wide. All scaffold planks will be a minimum of 40mm thick.</p> <ul style="list-style-type: none"> • Planking on corners will be done in such a way as to prevent the shifting of boards. Corner returns will be equipped with railing protection and boards of sufficient width to provide for safe travel. • Scaffolders will be required to wear hard hats, hi viz, safety gloves and safety footwear. • Where full railing protection is not available employees working on scaffolds will be required to wear suitable fall arrest equipment i.e. a properly anchored harness. • Placement of scaffolds near electrical lines or use of electrical equipment on scaffolds will be completed only under the strict supervision of a competent person. • Scaffolds will not be altered except under the immediate supervision of a competent person, trained and experienced in this type of work. • The Scaffolding Code of Practice insists that an intermediate guard-rail should be installed, where the risk assessment shows a risk of persons falling between the guard rail and the toe board, i.e. work on sloping roofs, work where the person may fall from an upper level, work where the person should bend or kneel adjacent to the guard rail, work where the gap between the toe board and guard rail exceeds 801mm. • A prominent warning notice shall be placed on any scaffold, which is partly erected or partly dismantled. • The foot or base of any standard will be placed on an adequate base plate in a manner to prevent slipping or sinking. • Sufficient longitudinal bracing will be provided to prevent collapse and to ensure stability of the scaffold. • Scaffolds will be constructed to prevent movement when any person is working upon it. • Ladders used to access a scaffold shall extend 1 metre above the stepping off point. Ladders shall be of suitable construction and secured to prevent movement. • During erection and dismantling of scaffolds, access to the area will be restricted. | | | | |
| Roof Work | <p>Falls from Height</p> <p>Defective Work at Height Equipment</p> <p>Unsafe Access / Egress</p> | Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> • Access arrangements and fall protection will be determined during the design stage and implemented at the commencement of work. • If scaffolds are to be used for fall protection the decking shall be at roof level and will be equipped with a top rail at 950mm, a mid-rail and a toe-board. • Where scaffolding is not to be used as fall protection, all employees conducting roofing work shall wear appropriate anchored fall arrest equipment. | 2 | 5 | M | Monitor roof work on an ongoing basis. |

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| | Adverse Weather | | | | | <ul style="list-style-type: none"> All ladders used to access the roof will be in good condition and properly secured to prevent movement. All materials on the roof will be secured to prevent them from falling. All employees will be required to wear hard-hats and foot protection. Safety gloves, glasses, fall arrest PPE will be worn as per task. Work will cease if there is adverse weather such as snow, ice, high winds, etc. All employees conducting roof work will be properly trained in safe working methods and statutory requirements under the 2007 General Application Regulations. The PSCS / Site Supervisor shall not permit work to commence on a roof until the planned safety precautions have been provided. Materials will never be dropped or thrown down from roofs other than by means of a chute or other suitable safe method. All materials will be removed from the roof or properly secured at the end of each workday. Any work to be performed near overhead electric cables will only commence once controls have been implemented. (Refer to Overhead Powerlines Risk Assessment). | | | | |
| Use of Aluminium (Mobile) Tower Scaffolds | <p>Falls of persons or material from the platform</p> <p>Defective Equipment</p> <p>Incompetent Personnel</p> <p>Unsafe / Incorrect Erection</p> <p>Unstable Surface</p> | Employees Site Personnel | 4 | 4 | H | <ul style="list-style-type: none"> Towers to be assembled to manufactures instructions. Survey ground conditions and overhead power lines before use. Monitor weather conditions. Towers will be assembled only by competent person- i.e. CSCS qualification in erection of towers or scaffold ticket. Safety usage measure will be adhered to. Periodic documented checks to be carried out, weekly GA3 Persons will only climb tower internally. Break will be used when tower is in use. Persons not to be on tower when moving location. An assessment of the ground area will be performed prior to the initial erection, and thereafter each time the scaffold is to be moved. An assessment of the overhead area will be performed prior to the erection or moving of a mobile tower, in order to ensure the prevention of contact with overhead cables or lights. The mobile tower will be secured into place each time it is repositioned in accordance with the manufacturer's instructions. Prior to each use, the employee will check and verify the brakes position and working order. Where a default is evident in the mobile tower, it will be rendered out of use and the manufacturer contacted, or a competent approved repair service obtained | 2 | 4 | M | Monitor task on an ongoing basis. |

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| Use of MEWP | Incorrect use of MEWP | Employees Site Personnel | 4 | 4 | H | <ul style="list-style-type: none">Only trained and authorised persons will operate and work from this equipment. They will also check the equipment before each use e.g. tyres, brakes, lights', fuel/power, leaks, general defects etc. in accordance with the manufacturers guidance.Work surface areas should be level and firm. Where rough terrain equipment is available, the manufacturers' guidance on ground support requirements will be followed.Ensure there are no obstructions especially overhead cables etc., in the areas where the platform is to be taken or used.Ensure clear working areas around the equipment by the use of warning signs, barriers, cones etc. This is especially important if work takes place where the public have access.Ensure arrangements are made to ensure the stability of equipment if it is not possible to make full 'use of outriggers etc. that may be fitted.Ensure good visibility and lighting during work operations.Ensure that the safe working load for the machine is displayed and followed, and that all tests, inspections and examinations are carried out and recorded.Follow manufacturers' guidance on working in windy conditions, these platforms should generally not be operated in wind exceeding 16mph. If there is any doubt, then leave the platform at its lowest position and do not use until wind levels reduce.Ensure safety devices fitted are working correctly.Ensure safe access to the platform for boarding at ground level.Ensure any electrical supply is routed safely and is connected to the mains supply in an approved manner.Ensure the platform is fully guarded during use and provision is available and used for securing safety harnesses to the platform only during use. Work should be done only from within the platform area without having to lean out.Ensure guards are fitted and maintained on all moving parts where a person could be trapped or entangled. This may require a cage around the base, especially in public areas.Wherever possible, all movement controls should be sited to enable operation from the platform. If this is not possible, then clear communications should be established between the platform and ground. | 2 | 4 | M | Refresher MEWP training to take place every 5 years. |
| | Untrained Personnel | Falls of persons or materials from the platform | | | | | | | | |
| | Overturning due to overloading, uneven ground, wind, etc | | | | | | | | | |
| | Collisions when in motion or use | | | | | | | | | |
| | Person stranded at high level due to power failure or breakdown | | | | | | | | | |
| | Contact with electricity / overhead power lines | | | | | | | | | |
| | Persons struck by the mobile elevating work platform | | | | | | | | | |

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| | | | | | | <ul style="list-style-type: none"> Emergency stop and isolation switches etc. should be clearly marked and operatives using the equipment should be aware of the emergency procedures. Platforms, when not in use or unattended, should be secured at ground level and immobilised to prevent unauthorised operation. | | | | |
| Use of / Wearing Fall Protection Equipment | <p>Work at Height</p> <p>Incompetent Personnel</p> <p>Personnel falling from height</p> <p>Defective Equipment</p> | Employees Site Personnel | 4 | 4 | H | <ul style="list-style-type: none"> All equipment used to protect against falls from height will be manufactured and marked to the appropriate European standard (e.g. IS EN 365: 1994 or BS EN 365: 1993 regarding Lanyards). Personnel will carry out "pre-use checks" prior to each time they wear the fall protection equipment. The wearer of these Personal Protective Equipment devices will be trained in their safe use, have demonstrated how to wear them properly and how to inspect them properly. Valid 6-month certification of equipment will be available. Detailed inspections will be carried out by a competent person. Fall protection systems, fall arrest systems, work restraint systems will undergo a weekly inspection and be documented on a GA3 Form. A competent person will examine fall arrest equipment after a fall or other circumstances in which the equipment has been deployed before it is reissued for use. Safety harnesses and lanyards will be taken out of use if found to be damaged or defective. Safety Harness must fit the individual correctly, the rear D ring must be position between the shoulders. The lanyard will be fall restraint type when used in an MEWP. Lanyard will be connected to a certified anchor point. Do not write on the safety harness with a marker or throw the safety harness or lanyard on the ground. If using the lanyard to a zip line check that the zip line is in good condition and has valid certification before use. STORAGE: While not being worn, such equipment should be stored in a cool dry place and not subjected to direct sunlight. The use of a purpose-designed cabinet, which will allow ventilation, is recommended. If the appliances get wet, they should not be dried by direct heat. Ensure access to roofs and suspended ceilings made of materials of sufficient strength are not permitted unless. <p>1. Equipment is provided to ensure that the work can be carried out in a safe manner.</p> <ul style="list-style-type: none"> 2. Appropriate warning signs in accordance with Part 7, Chapter 1 of the General Applications Regulations 2017 (SI No 299) are placed at such access points. | 1 | 4 | M | Monitor use of fall protection equipment on an ongoing basis. |

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| Assembly / Dismantling of Prefabricated Elements | Collapse of Structure Work at height | Employees Site Personnel | 4 | 4 | H | <ul style="list-style-type: none"> A contractor responsible for a construction site shall ensure for that site metal or concrete frameworks and their components, shuttering, pre-fabricated components, pre-fabricated roof trusses, attenuation tank, temporary support, falsework and buttress are erected and dismantled only under the supervision of a competent person. All practicable precautions are taken by the use of temporary guys, stays, supports and fixings, or otherwise, where necessary to prevent danger to any person at work through the collapse of any part of a building or other structure during any temporary state of weakness or instability of the building or structure, or part thereof, before the whole building or structure is completed. Any guys, stays, supports, fixings or other devices provided must be designed, installed and maintained so as to safely withstand any strains and stresses which may be placed on them, and all practicable precautions are taken by shoring, or otherwise, to prevent danger to any person at work from the collapse of a building or structure, or the fall of any part of a building or structure where any work is likely to reduce the security or stability of any part of an existing building or structure or of a building or structure in the course of construction. | 2 | 4 | M | Specific method statement to be produced to highlight sequence and control measures. |
| Steel Erection | Fall from structure Overhead Line Electrocuting Entrapment/ Crushing injury | Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> An assessment of health risks created by work involving substances hazardous to health will be conducted prior to the task. Safety helmets and safety harnesses will be worn by all operatives on steel erection work. The helmets will be provided with chinstraps for use at heights. Steel erectors will not be required or permitted to carry out unsafe practices such as walking on the top flange of steel beams, climbing up or sliding down columns, etc. The safety of the public and particularly children must be a priority consideration during steel erection operations and when securing a site at the end of each working shift. Only fully trained and competent persons will be engaged on this work. Competent slinger signaller/ crane operator Special care will be taken during lifting and slinging operations to ensure the sections are secure and cannot slip. Exclusion zone to be setup. Adequate precautions must be taken to provide support for temporarily unsecured sections before final fixing. Adequate, secure access must be provided at all times. Ensure lifting areas are clear of obstructions especially overhead cables etc. | 1 | 5 | L | |

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| | | | | | | <ul style="list-style-type: none"> The Method Statement/Lift plan must be followed at all times. Any changes must be agreed and planned. Clear signs must be displayed if areas are to be kept clear of other persons | | | | |
| Working Near Underground Electrical Cables | <p>Electrocution</p> <p>Machinery contacting cables</p> <p>Not identifying electric cables prior to work commencing</p> | Employees Site Personnel | 5 | 5 | H | <ul style="list-style-type: none"> The ESB and Telecom will be consulted with prior to work commencing on site. Contractors to assume all underground lines and cables are live unless specifically advised otherwise by the local authority, work procedures should be established and documented. If necessary, scanning the site to detect hot lines. The route, depth and voltage of the cable should be identified and marked. Regard all buried cables as live. Excavators and power tools should not be used within one half meter of the line; the remainder should be hand dug. Once a cable is exposed it should be supported and protected against any damage. | 1 | 5 | L | Code of Practise for Avoiding Danger from Underground Services to be followed |
| Working Near Overhead Power Lines / Services | <p>Electrical shock</p> <p>Burns</p> | Employees Site Personnel | 5 | 5 | H | <ul style="list-style-type: none"> Always assume that overhead power lines are "LIVE" unless it has been verified by ESB Networks that they have been "switched-out" and earthed. Operate high reach plant at a slower than normal rate when in the vicinity of overhead electricity lines. Exercise caution when travelling over uneven ground that could cause a high reach to weave or jolt close to overhead electricity lines. Keep all personnel well away from high reach plant whenever close to overhead power lines. Exercise caution near long spans of overhead power lines since wind can cause significant sway in the conductors and reduce the clearance between the plant and the line. All long objects should be carried horizontally below shoulder level in the vicinity over overhead power lines. Contact the appropriate service providers and request advice. Look around for obvious signs of services and overhead wires. CAT Scan to be carried out and drawings consulted prior. Always assume that overhead power lines are "LIVE" unless it has been verified by ESB Networks that they have been "switched-out" and earthed. Operate high reach plant at a slower than normal rate when in the vicinity of overhead electricity lines. Exercise caution when travelling over uneven ground that could cause a high reach to weave or jolt close to overhead electricity lines. Keep all personnel well away from high reach plant whenever close to overhead power lines. | 1 | 5 | L | ESB Code of Practise for Avoiding Danger from Overhead Electricity to be followed |

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| | | | | | | <ul style="list-style-type: none"> Exercise caution near long spans of overhead power lines since wind can cause significant sway in the conductors and reduce the clearance between the plant and the line. All long objects should be carried horizontally below shoulder level in the vicinity over overhead power lines. Contact the appropriate service providers and request advice. Look around for obvious signs of services and overhead wires. Prior to digging, area to be scanned with CAT in conjunction with utilities drawings. Ensure supervisor has copies of known service plans and is familiar with code of practice "Avoiding danger from Underground Services". Services to be treated as LIVE until utility company has been contacted, digging can then proceed with care to ensure pipes, cables are not damaged. Personnel must be aware of what action to be taken in the event of damaging services. Use suitable signs to warn drivers. Site induction for all workers associated with scheme to identify the location of the electrical supply and controls/dangers of working near power lines. Use of banksman/spotter to ensure sufficient clearance between any elevated work activity and the power lines. Use smaller excavators with safe reach capability. | | | | |
| Loading / Unloading Operations (Plant, equipment, waste etc.) | <p>Fall from loading / unloading area due to lack of edge protection.</p> <p>Falling objects due to improperly loaded vehicles</p> <p>Unsafe method of retrieving goods.</p> | <u>Who</u> Employees Site Personnel | 3 | 4 | H | <ul style="list-style-type: none"> A designated, clearly marked, flat area is used for loading and unloading vehicles and access is restricted. Vehicles are braked, chocked and/or stabilised to prevent movement during loading/unloading. Loads are spread evenly, vehicles are not overloaded, and all loads are secured. Lifting equipment used for loading/unloading is certified and the operator of lifting equipment is trained. Pallets and cages are checked for defects and if damaged are taken out of use. Loading bays are designed and located to ensure safe access. A designated safe area is provided for drivers during loading/unloading. Refuse sacks are located away from overhead electrical power lines. Loading and unloading on a construction site is done under site supervision. Roadside loading or unloading is carried out in a safe manner ensuring suitable precautions are taken with regard to pedestrians and road traffic movement. | 1 | 4 | L | Traffic Management Plan / Method Statement developed to take account of deliveries to site. |

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| Lifting Operations | Collapse of lifting device | Employees Site Personnel | 4 | 4 | H | <ul style="list-style-type: none"> A method statement for lifting operations will be supplied. Only trained and experienced contractors will be employed to carry out these operations. Level, compact ground will be supplied for set up of lifting equipment, however the operator must satisfy himself that the set up area is adequate and will support the lifting equipment during operations. Relevant certificates of testing and examination will be provided with all lifting equipment (both lifting device and rigging equipment i.e. slings/wire ropes etc). A trained and experienced person will supervise the lifting operations. A trained banksman will guide the lifting operations, two-way radios will be used where visibility is obstructed. A trained slinger/banksman will rig/tie lifts prior to directing the crane to lift. The work area will be inspected by the operator prior to setting up the lifting equipment to ascertain the location of any overhead cables, services or structures (including scaffolds) in the lift area. Under no circumstances must lifts be temporarily placed on scaffolds or other structures unless they are erected/constructed to support the lift. Loading towers must be constructed by experienced trained persons and erected in accordance with the manufacturers' instructions. Operators of lifting devices must be aware of impact loads applied during operations. | 2 | 4 | M | |
| | Overturning of lifting device | | | | | | | | | |
| | Failure of rigging equipment | | | | | | | | | |
| | Falling objects | | | | | | | | | |
| | Raised materials hitting Structures/objects/persons /overhead cables | | | | | | | | | |
| Work near Live Traffic | Personal being struck by live traffic | Employees Site Personnel Members of the Public | 4 | 5 | H | <ul style="list-style-type: none"> A Traffic Management Plan and risk assessments shall be developed for work on the public road. All road signage to be erected in accordance with Chapter 8 of the Department of Transport Traffic Signs Manual and Guidelines for the Control and Management of Traffic at Roadworks. Setting up, altering and removal of the traffic management shall be supervised by a CSCS SLG Card Holder. Once traffic management is set up, traffic management supervision shall be carried out by a holder of the CSCS 1-day Health and Safety at Roadworks Card. Personnel are not to step outside working zone without taking adequate safety precautions. Ensure live works are fully segregated from traffic and public, with no unguarded access. PPE to be worn. | 2 | 5 | M | |
| | Personal injury | | | | | | | | | |
| | Property damage | | | | | | | | | |

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| Traffic Control Measures | <p>Inadequate traffic control measures in place</p> <p>Inadequate warning signage</p> <p>Inadequate barrier control</p> <p>Lack of illumination warnings at night</p> <p>Inadequate marking of pedestrian access routes</p> | <p>Employees</p> <p>Site Personnel</p> <p>Members of the Public</p> | 4 | 5 | H | <p>Safety Precautions and Controls</p> <ul style="list-style-type: none"> Controls will be put in place for temporary diversions of traffic and the proximity of the traffic to the works. All to comply with chapter 8 of the 'traffic signs manual'. The works on the public roads must be carried out in a manner that ensures that obstructions to pedestrians and vehicular traffic are kept to a minimum at all times. Signposting, barriers control and where necessary, illumination must be adequate at all times to ensure safe conditions for general traffic and for pedestrians. All signs must comply with the Department of the Environment and Local Government's "Traffic Signs Manual" (As published by the Stationary Office, 1996). <p>Pedestrian Warning</p> <ul style="list-style-type: none"> A safe alternative route for pedestrians must be provided with all road works at all times. A sign indicating pedestrian diversion (Keep left / Keep right) should be used with an appropriate arrow in a situation where a new temporary route has to be made for pedestrians and the new route is not obvious. Where a pedestrian access is diverted around works on to the roadway, ensure a ramp access is provided where the access rejoins the pathway. It is essential that the temporary access is adequate for pedestrian use. If a company van has to drive on to a pedestrian walkway while undertaking the works, the employees must ensure they are directed back by a banksman to prevent injury to any pedestrians that may pass by. <p>Barrier Control</p> <ul style="list-style-type: none"> Cones or continuous barriers should be used where necessary to prevent parking on the side of the works and / or the opposite side of the road. Barriers or cones etc. must be kept in a manner that is clearly visible to other motorists and pedestrians. Where cones are used, ticker tape should also be used to prevent pedestrian access. Cones alone do not deter pedestrians from walking through the works area. <p>Temporary Signs</p> <ul style="list-style-type: none"> Detour signs and warning signs i.e. Men at Work signs will be used to highlight the dangers associated with road works. A Roadwork's Ahead Sign should be displayed in | 2 | 5 | M | |
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| | | | | | | <p>advance of all road works and should be the first sign a driver sees on approaching road works and indicate the distance to the works area.</p> <ul style="list-style-type: none"> All signs must comply with the Department of the Environment and Local Government's "Traffic Signs Manual" (As published by the Stationary Office, 1996). Temporary direction signs required for the road works must be in place at all times during the work and must be removed immediately following completion of the work. <p>Illumination</p> <ul style="list-style-type: none"> Flashing and Steady - state lamps / flashing beacons should be put in place. Lamps are put on the traffic cones and or flashing beacons as a warning to oncoming traffic. The illumination is essential for works carried out at night. Company vans carry the illumination equipment at all times. Lamps should always be used along the length of an obstruction during the hours of darkness. Lamps should have yellow lenses and show a steady light in both directions. Flashing lights should not be used along the length of the works; these should only be used at the extremities to indicate the presence of a hazard. It is desirable that all lamps have a retro-reflective ring around the lens or have reflectors fitted to the body of the lamp. This ensures that in the event of light failure, the lamps can still serve as a useful warning device. The radio transmitters used in leak detection have a flashing light on top of them, which when activated can assist as a form of illumination <p>Traffic Control</p> <ul style="list-style-type: none"> Flagmen must be used where necessary, and in all cases where there is only one remaining traffic lane on a two-way road. If a situation develops where, PSCS feel the traffic control plan in place is not adequate, they must request Garda assistance if necessary. | | | | |
| Carpentry | Inexperienced personnel Poor housekeeping | Employees Site Personnel | 3 | 3 | M | <ul style="list-style-type: none"> All working platforms and ladders will be in suitable condition. Carpenters will not interfere with or alter any other work areas unless authorised to do so. All equipment will be periodically checked to ensure they are in good operating order. All portable power equipment is to operate on 110v. | 1 | 3 | L | Carpentry tasks to be monitored on an ongoing basis. |

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| | Unsafe machinery / equipment Work at height | | | | | <ul style="list-style-type: none">Exposure to dust and adhesive fumes will be avoided at all times.Hard hat, hi viz and safety boots will be worn at all times. Eye protection will be worn when required.All materials will be loaded next to the point of use.Ensure electrical appliances have proper connections, sound wiring and earthing.Housekeeping will be maintained around the work areas to prevent slips and trips.Identify hazards associated with any solvents, adhesives or other chemicals being used. Take precautions to prevent adverse exposure to these materials.Only trained personnel will be allowed to use cartridge stud guns.This equipment will be properly stored when not in use.Every effort will be made to bang down or remove nails in timber. Work areas will be maintained in an orderly manner. | | | | |
| Contact with Electricity on Site | Contact with electrical installations or equipment | Employees Site Personnel | 3 | 4 | H | <ul style="list-style-type: none">All new/temporary electrical installations and all extensions are tested/commissioned and certified as safe, by a competent (A 'Registered Electrical Contractor' should be used when carrying out any work on electrical equipment) qualified electricianElectrical installations/equipment (e.g. distribution boards, transformers, generators etc.) are regularly checked and maintained in good working order by a qualified electrician, reported defects are dealt with promptly and unsafe equipment is taken out of useAll circuits supplying socket outlets are protected by an RCD (Residual Current Device) and are tested regularly in accordance with manufacturer's instructionsPortable equipment/electrical tools rated below 2KVA are powered using 110v supplyLights (e.g. festoon lighting, task lighting) are suitable for the location and are protected from breakageElectrical cable reels are uncoiled during prolonged use and when using high-power items (e.g. power-hose, large lighting circuit etc.)Enclosures/covers are in place and secured to prevent contact with live electrical equipment/partsMeans of cutting off power (e.g. isolation switch, trip switch etc.) to electrical installations and equipment is provided and employees are aware of their locationsSuitable (e.g. dry powder or CO2 carbon dioxide) fire | 1 | 4 | L | Where electrical portable appliances are subject to on-going wear and tear, they are inspected and tested (Portable Appliance Testing (PAT) is carried out by a competent person) regularly |

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| | | | | | | <ul style="list-style-type: none"> extinguishers for fighting electrical fires are provided Electrical equipment and fittings are suitable (e.g. IP-rated for protection against water or dust; EX-rated. Refer to E.T.C.I. standards) for construction work | | | | |
| Lone Working | Inability of employees to seek assistance in the event of needing assistance | Employees Site Personnel | 3 | 4 | H | <ul style="list-style-type: none"> It is advised that site personnel are to work in teams or groups. Site personnel working during normal opening hours may be in the presence of Clients employees when requested to conduct on site operations. This will only be for a very short period however. Risk assessment to control potential hazard of lone worker risks to be detailed in method statement as applicable. Employees potentially exposed to lone working risks are encouraged to carry mobile phones. All site personnel are to check in and out of each shift. Sign in and out at client's premises. | 1 | 4 | L | Toolbox talk on lone working risk assessment to be detailed to employees. |
| Welding Operations | Electrocution Fire Explosion Metal Spatter and Fumes | Employees Site Personnel | 3 | 4 | H | <ul style="list-style-type: none"> Equipment is used and maintained in accordance with the manufacturer's instructions. A safe system of work (e.g. hot work permit, confined space permit where relevant) is used. All equipment and connections are inspected by a competent person and are kept in good condition, reported defects are dealt with promptly and unsafe equipment is taken out of use. Gas cylinders are stored correctly in a suitable location, away from sources of heat and secured to prevent them falling over. All flammable gas cylinders and fuel cylinders are protected with a flash back arrestor and check valves and are secured against overturning. The work area is ventilated, local extraction is in place where required, and flammable materials are removed from the hot work area. Employees are trained (In correct start-up and shut-down procedures and what to do in the event of an emergency) and supervised for welding and the operator's manual is available. An appropriate dry powder fire extinguisher, warning signs and screens are in place. | 2 | 4 | M | Exclusion zone established for welding operations. |

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| | | | | | | <ul style="list-style-type: none"> Gauntlets, welding mask/eye protection, long sleeved overalls, hearing protection and a welding apron are provided and worn. | | | | |
| Hot Work Activities | Fire Explosion | Employees Site Personnel | 4 | 4 | H | <ul style="list-style-type: none"> Before starting any hot works, the area must be examined and cleared of all loose combustible materials. If work takes place against a wall or partitions, the opposite side must be examined to ensure that any combustible materials which cannot be moved is protected by fire blankets or suitable non-combustible screens. Safety equipment must be available before work commences including a fire hose reel (where practical), fire extinguishers and fire blanket. Personnel involved in hot work activities must receive training in safety procedures, safety systems, plant and equipment. A trained person must always be on stand-by during hot works processes and be informed of the locations of the nearest fire alarm call point and telephone. The hot work area and all adjacent areas to which sparks and heat might have spread must be thoroughly inspected on completion of the operation, and sixty minutes later to ensure that on smouldering fires are present. Site Manager or person nominated by him/her must satisfy him/her that all reasonable precautions have been taken by reviewing the particular Method Statement prior to giving permission for such hot works. | 2 | 4 | M | Site Management shall monitor hot work operations and enforce compliance with the safety requirements. |
| Control & Disposal of Waste | Slips, trips and falls Increased fire risk Weils Disease | Employees Site Personnel Members of Public | 3 | 3 | M | <ul style="list-style-type: none"> Site Management will ensure that a sufficient quantity of waste skips and bins are provided on site for the disposal of waste. Arrangements shall be put in place for the removal of all accumulated waste and debris waste skips used by the Principal Contractor. Operatives and sub-contractors must co-operate with the Principal Contractors good housekeeping policy. Contractors will be made aware of their duty to maintain a clean and tidy work environment. Debris or waste will not be permitted to be thrown from the edge of any building or structure. De-nailing of timber shall be carried out immediately to prevent risk of injury. Spillages shall be cleaned up immediately and disposed of in the correct manner. In the event of a chemical spillage, the MSDS sheet shall be consulted for the correct procedures in cleaning and disposing of the substances. All access routes will be kept clear at all times. | 1 | 3 | L | Monitor on an ongoing basis. |

| | | | | | | | | | | |
|----------------------|---|-----------------------------|---|---|---|--|---|---|---|---|
| | | | | | | <ul style="list-style-type: none"> Welfare facilities will be cleaned on a regular basis (at least daily). Operatives will be encouraged to use bins provided for the disposal of all domestic rubbish, this will assist in the reduction of vermin and subsequently the risk of contracting Weils Disease. | | | | |
| Weils Disease | <p>Not covering any cuts and abrasions on hands etc.</p> <p>Non-wearing of protective gloves.</p> <p>Poor personal hygiene practices.</p> | Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> Prior to commencing work employees should examine their hands for cuts or abrasions and cover them with waterproof plasters Pre-commencement risk assessment in place to identify any potential exposure to Weils Disease. Employees should use gloves at all times when working near drains or underground cavities or waste materials. Always check safety boots for leaks or cracks and replace immediately if they are inadequate to prevent contact with the water. Overalls should be worn at all times when operating in this area, and if exposure has been extensive, they should be sprayed with a disinfectant. To prevent means of entry, pants should be tucked into socks or safety boots before the overalls are put on. When putting on gloves pull the cuff of the glove over the wrist cuff of your overalls. Employees must wash their hands after every exposure to possible contaminated areas, before eating, smoking or using the welfare facilities, and also when finishing work. | 1 | 5 | L | Ensure Good Hygiene Practices carried out. Bait Boxes to be in place as required. |

| RISK ASSESSMENT | | | | | | | RA Number: | 02 | Rev No: | 00 |
|---|---|----------------------------|--------------------|----------|-------------|--|------------|------------------|--------------|-----------------------------|
| Insert Task or activity | COVID-19 – 75a Leeson Street Upper | | | | | | Date: | 16/09/20 | Review Date: | |
| In Consultation with: | | Clonlough Contractors Ltd. | | | | | Assessor: | Safety Solutions | | |
| | | | RR Before Controls | | | RR After Controls | | | | |
| Task / Activity | Hazard | Who is at risk? | Likelihood | Severity | Risk Rating | Existing Control Measures | Likelihood | Severity | Risk Rating | Further Comments / Controls |
| Employees with symptoms | Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19. | Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> Any personal displaying the following symptoms to immediately self-isolate, do not show for work, and contact their GP: Cough / Shortness of breath / Breathing difficulties / Fever or High Temperature / Any other flu like symptoms. | 2 | 5 | M | |
| Daily works/communication between site management and workers | Poor communication between site management and workers leading to confusion of steps being taken to prevent the spread of the COVID 19 on site. | Employees Site Personnel | 2 | 5 | M | <ul style="list-style-type: none"> Daily briefing with social distancing will be held each morning to coordinate daily activities and to ensure control measures are in place to help prevent the spread of the COVID 19. Signage to be erected to highlight hand sanitising areas, rules for canteens/toilets and any other control measures being put in place at high foot areas on site to ensure good compliance of control measures. Site Management will appoint a designated C-19 Compliance Officer. | 1 | 5 | L | |
| Contractors / Sub-Contractors working onsite | Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19. | Employees Site Personnel | 4 | 5 | Hi | <ul style="list-style-type: none"> Workers must not come to work if they are experiencing any flu like symptoms and must follow HSE guidelines for the reporting potential infection of COVID 19. All operatives must follow HSE guidelines and any control measures communicated to them by site management. Safety gloves must be worn for all internal and external works being carried out on site. Breaks must be staggered and mass gatherings on site are not permitted. If coughing or sneezing do so into the crook of your elbow or into a tissue, the tissue must be disposed of in a bin immediately after. DO NOT THROW USED TISSUE ON THE GROUND OR INTO SKIPS DISPOSE OF IN A BIN WITH A LID. Operatives must maintain a safe working distance of 2 | 2 | 5 | M | |

| | | | | | | | | | | |
|--------------------------|---|-----------------------------|---|---|---|---|---|---|---|--|
| | | | | | | <p>meters between themselves and other operatives where possible.</p> <ul style="list-style-type: none"> Operatives will be assigned areas to work by their supervisor to ensure social distancing can be maintained. Work areas and numbers permitted in those areas to be highlighted at daily briefing. Social Distancing to be practiced. Contractor and subcontractors to avoid working in close proximity – staggered phasing of works required. Personnel travelling to site advised to do so individually and not together in company vehicles. Only personnel living together are permitted to travel in the same vehicle. CIF Online induction to be undertaken by all site personnel prior to returning to site. Confirmation of induction to be forwarded to Site Management prior to gaining site access. COVID-19 to be included as a hazard in all risk assessments / method statements by Sub-Contractors. All persons returning to site must complete a COVID-19 Questionnaire / self-declaration. It is recommended that this be completed and submitted by each main contractor at least 2 days in advance of persons returning to site – if conditions change at any time, resulting in a re-appearance of symptoms – workers should be advised not to come to work. Staggered start and finish times. Monitor site access points to enable social distancing – perhaps more access points. Require all workers to wash or clean their hands before entering or leaving the site. Ensure workers should not travel between multiple sites where possible. Site is closed to all non-essential visitors. Inspection by essential visitors (Architect, Structural Engineer, Inspection Personnel etc) to be carried out in the evening (after 5pm) by appointment – social distancing throughout the inspections. | | | | |
| Social Distancing | Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19. | Employees Site Personnel | 4 | 5 | H | <p>Social Distancing</p> <ul style="list-style-type: none"> Signage and physical markers Ground markings in place Set times for contractor break times and smoking times Staggered breaks Additional canteen facilities Tool box talks on social distancing Non-essential staff to work off site Technology for face to face meetings where possible Non-essential training – cancelled Walkways & entrances – one way only <p>Other items to consider:</p> | 2 | 5 | M | |

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| | | | | | | <ul style="list-style-type: none"> Non-essential physical work that requires close contact between workers should not be carried out Work requiring skin to skin contact should not be carried out Plan all other work to minimise contact between workers. Re-usable PPE should be thoroughly cleaned after use and not shared between workers Single use PPE should be disposed of so that it cannot be reused Stairs should be used in preference to lifts or hoists. Stairs should be one way systems. Where lifts or hoists must be used: Lower their capacity to reduce congestion and contact at all times. Lifts and hoist must be wiped down after each use. | | | | |
| Working within 2M of Others | Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19. | Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> Daily briefing to coordinate all site works and ensure segregation of all trades, who has priority in the work areas. All tasks must be risk assessed by appropriate personnel Where possible, complete any part of task individually. Wear full face visor / mask (Complete as appropriate) to prevent the transfer of microorganisms, body fluids and particulate matter generated from any spray from mouth. Coordinate works to ensure social distancing is maintained. Keep task durations to a minimum. Compliance Officer appointed to oversee the management of COVID-19. <p>Requirements for personnel working within 2m of each other where separation cannot be maintained</p> <ul style="list-style-type: none"> No worker has symptoms of COVID-19. The close contact work cannot be avoided. PPE is present in line with the RAMS / Risk Assessment (full face shield etc). An exclusion zone for <2m work will be set up pre task commencement. Prior to donning appropriate gloves, personnel shall wash / sanitise their hands thoroughly. <p>There are 2 types of work in the <2m transmission zone</p> <p>A) No physical contact between colleagues</p> <p>B) Physical touching will occur (manual handling / pushing – pulling side by side, shared tools and equipment).</p> <ul style="list-style-type: none"> Scenario A - preferably, personnel will wear full face shields and gloves - alternatively, FFP3 / FFP2 / surgical masks with eye protection and gloves. Scenario B - preferably, personnel will wear full face shields, (alternatively, FFP3, FFP2 or surgical masks with eye protection) , and should wear gloves & disposable suits - on completion, dispose / make safe any contaminated PPE - specific procedures to be agreed on site. At the end of the task, all tools and equipment for scenario | 2 | 5 | M | |

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| | | | | | | A & B work must be sanitized properly – as should any surfaces safe to wipe down. | | | | |
| Use of Plant & Equipment | Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19. | Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> Do not share your tools with others (i.e. hammers, spanners etc). All frequently touched surfaces on shared plant/equipment to be sanitized frequently. Register of shared plant/equipment to be compiled to record the following: person's name, who sanitized, date and time of last cleaning. Compliance Officer appointed to oversee the management of COVID-19. Communicate TBT on the risk of COVID-19 and controls to mitigate risk. Display information by posters and notice boards. | 2 | 5 | M | |
| Welfare Facilities | Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19 due to poor housekeeping in welfare facilities. | Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> All welfare facilities are to be cleaned / disinfected daily on a regular basis to ensure good housekeeping standards. Hand sanitiser must be available throughout site and specifically at site entrance points and entrance to welfare facilities. <p>Toilets</p> <ul style="list-style-type: none"> Restrict the number of people using toilet facilities at any one time e.g. use a welfare attendant Wash hands before and after using the facilities Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush Portable toilets should be removed from site Warm water and soap must be available in the toilet block. <p>Canteens</p> <ul style="list-style-type: none"> The workforce should also be required to stay on site once they have entered it and not use local shops. Dedicated eating areas should be identified on site. Break times should be staggered to reduce congestion and contact at all times Hand cleaning facilities or hand sanitiser should be available at the entrance of any room where people eat and should be used by workers when entering and leaving the area The workforce should be asked to bring pre-prepared meals and refillable drinking bottles from home Workers should sit 2 metres apart from each other whilst eating and avoid all contact Where catering is provided on site, it should provide pre-prepared and wrapped food only | 2 | 5 | M | |

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| | | | | | | <ul style="list-style-type: none"> • Payments should be taken by contactless card wherever possible • Crockery, eating utensils, cups etc. should not be used • Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced • Tables should be cleaned between each staggered lunch group. • All rubbish should be put straight in the bin and not left for someone else to clear up • All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and payment devices. <p>Changing Facilities and Showers</p> <ul style="list-style-type: none"> • Introduce staggered start and finish times to reduce congestion and contact at all times • Introduce enhanced cleaning of all facilities throughout the day and at the end of each day • Consider increasing the number or size of facilities available on site if required • Based on the size of each facility, determine how many people can use it at any one time to maintain a distance of two metres • Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal. • Drying rooms are not allowed. All work clothing must be removed from site each day. | | | | |
| Overseas Travel | Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19. | Employees Site Personnel | 5 | 5 | H | <ul style="list-style-type: none"> • Personnel who have returned from travelling in the last 14 days are reviewed with Site Management. • Personnel are not permitted to return to work after travelling from a high-risk area within the last 14 days. • Personnel will be requested to either Work from Home (WFH) and/or self-isolate during this 14-day period. • Prior to personnel returning to work a review is held with each person, to ensure no flu like symptoms are evident now or have been during the 14-day incubation period. • All persons returning to site must complete a COVID-19 Questionnaire / self-declaration. | 2 | 5 | M | |
| Employee Health and Hygiene | Contracting COVID 19 Spreading COVID 19 to others Mental Health impact | Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> • Employees to conduct meeting remotely where possible. • Ensure good personal hygiene is always maintained. Adopt sensible hygiene measures by washing and drying hands thoroughly with warm water and soap, and more frequently than normal and avoiding unnecessary hand to mouth or hand to eye contact. • Welfare facilities, hand washing facilities and surfaces to be cleaned and disinfected on a regular basis. • Site management to monitor hygiene standards. • Provide additional hand washing facilities to the usual welfare facilities. | 1 | 5 | L | |

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|---|--|--------------------------|---|---|---|--|---|---|---|--|
| | | | | | | <ul style="list-style-type: none"> • Don't touch eyes, nose, or mouth with unwashed hands. • Put all used tissues into a bin and wash your hands. • Provide hand sanitiser that is at least 60% alcohol and use it regularly throughout your working day. • Ensure soap and fresh water is readily available and kept topped up at all times • Provide hand sanitiser where hand washing facilities are unavailable • Do not share objects that touch the mouth (e.g. cups). • At the end of each shift, employees work clothes should be changed. • Employees to cover mouth and nose with a tissue or your sleeve when coughing and sneezing. • Employees to clean and disinfect frequently touched objects and surfaces. • Employees are not to shake hands or share objects that touch the mouth. • Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal. • Sites will need extra supplies of soap, hand sanitiser and paper towels and these should be securely stored. • Employees to be provided with opportunities to share problems and/or concerns. • Employees to be provided with regular, up to date information on COVID 19 as published by the HSE. | | | | |
| Communication of Emergency Procedures | <p>Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19.</p> <p>Traceability</p> | Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> • Retain the names and contact details of all participants for at least one month. This will help public health authorities trace people who may have been exposed to COVID-19 if one or more participants become ill shortly after the event. • If someone is suspected of COVID-19 case, the Site agent should let all participants know this. They should be advised to monitor themselves for symptoms for 14 days and take their temperature twice a day. • If they develop symptoms they should stay at home and self-isolate. This means avoiding close contact (1 meter or nearer) with other people, including family members. They should also telephone their healthcare provider or the local public health department, giving them details of their recent travel and symptoms. • Register of all personnel including name and phone number and contact in event of an emergency to be recorded in a register strict compliance required. Diary to include details of locations visited to help in traceability. | 1 | 5 | L | |
| Lack of Awareness and Management to Risk of COVID-19 | <p>Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19.</p> | Employees Site Personnel | 4 | 4 | H | <ul style="list-style-type: none"> • Keep workers up to date on latest information on COVID-19. • If others enter work area, operatives to leave immediately and notify COVID-19 Compliance Officer. • Any concerns are to be communicated to Compliance Officer, Senior Management and HR and disciplinary action taken. | 2 | 4 | M | |

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| Unauthorised entry to work area by others | Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19. | Employees Site Personnel | 4 | 4 | H | <ul style="list-style-type: none"> Where possible, barrier off work area and post safety signage to ensure area is identified as an exclusion zone. If others enter work area, operatives to leave immediately and notify COVID-19 Appointed Person. | 1 | 4 | L | |
| At Risk Group | Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19. | Employees Site Personnel | 5 | 5 | H | <ul style="list-style-type: none"> At risk group are 60 years of age and over - people over 75 are particularly vulnerable Have a long-term medical condition - for example, heart disease, lung disease, diabetes, cancer or high blood pressure. Have a weak immune system (immunosuppressed). Any personnel reviewed and confirmed in the at-risk group are risk assessed by Site Management depending on the outcome of the assessment they will be required to either WFH and/or self-isolate until further guidance is released from Government Bodies. | 2 | 5 | M | |
| Delivery Control | Risk of contracting COVID 19 from other operatives or infecting other operatives with COVID 19. | Employees Site Personnel | 4 | 5 | H | <ul style="list-style-type: none"> Try to maintain a distance of 2m (6.5ft) at all times for any person. All suppliers contacted to confirm requirements and estimated timescales for deliveries. All delivery drivers will be required to fill out the delivery driver questionnaire Security guard stationed at the entrance gate who is monitoring delivery drivers. When a driver arrives the security guard will request that he completes the delivery driver questionnaire The goods must be disinfected immediately once unloaded and before they are removed from the unloading area. A record of each delivery and disinfection must be kept by Site Management. | 2 | 5 | M | |

7. General Safety

7.1 Arrangements for Welfare Facilities

- Clonlough Contractors Ltd. shall make welfare provisions available for workers; to be located in the site compound.
- Clonlough Contractors Ltd. will ensure that adequate welfare facilities are provided on site for all site personnel.
- Adequate toilet facilities with hot running water are provided and maintained in a good clean hygienic condition.
- A staff canteen and drying room is provided for all site personnel.
- An adequate supply of drinking water is provided on the site.

7.2 Tool Box Talks

Tool box talks must be carried out by contractors. The first topic for the contractors to discuss with their workers is their safety method statement for the work they are to carry out on site.

All subsequent tool box talks must be relevant and particular to the type of work that the contractor is carrying out on site. Toolbox talks will be carried on any issues highlighted during site safety audits that require urgent action.

8. Project Review and Safety File

8.1 Project Review

The project shall be reviewed at key points during its progress and particularly on completion by various trades. This review will be for sharing of information gathered and any lessons learned.

Where appropriate, specialist subcontractors will be asked to prepare as-built drawings, maintenance procedures etc.

8.2 Safety File

The relevant hand over documentation and sign offs of installed services will be forwarded to the client by the individual contractors and the Design team. The hand over information may include,

- As built drawing and final specifications,
- Results of commissioning,
- Maintenance manuals etc.,
- Safety Data Sheets,
- Specifications of building services,
- Instructions for routine maintenance requirements particular safety measures,
- Fire Cert,
- Any other information with particular reference to aspects of Safety & Health that might affect any subsequent construction work.

9. Fire/Emergency Plan

9.1 Fire Precautions

- Suitable firefighting equipment will be made available by Clonlough Contractors Ltd. for the project duration.
- Extinguishers will be placed in accessible locations throughout the site for use in the event of a fire.
- All firefighting equipment should be properly maintained.
- Easily recognisable signs should indicate the location of equipment.
- Smoking should be restricted to specified areas throughout the site.
- Combustible debris should be properly disposed of away from potential ignition sources.
- A fire extinguisher will be in place at works area during any hot works with a permit issued by Clonlough Contractors Ltd.

GENERAL FIRE PRECAUTIONS

Site personnel should familiarise themselves as soon as possible with,

- The layout of the site,
- The location / layout of Emergency Escape routes,
- The location and operation of Fire Extinguishers,
- The correct action to be taken on discovering a fire or if the alarm is sounded by somebody else,
- Rubbish must be placed in bins provided; Bins must be emptied on a daily basis,
- Smoking is only permitted in designated smoking areas,
- Escape routes and access to fire extinguishers must be kept clear at all times,
- Faults in electrical, gas, fire extinguishers, must be reported to Clonlough Contractors Ltd. site foreman immediately.

9.2 Accident and Emergency Procedure

In the event of a major Emergency (Accident, Collapse or Fire) contact the client after the emergency services once safe to do so.

- Raise the alarm.
- Inform the fire brigade / emergency services.
- Deal with the incident, only if it is safe to do so.
- Evacuate in an orderly manner, to the designated assembly area.

The Supervisor for each contractor:

- Must do a head count to see if anyone is missing,
- Must report to the client on the status of personnel,
- Must ensure that nobody leaves the assembly point until the all clear has been given.

The Site Management:

- Must detail a person to man the telephone,
- Must detail a person to man to direct emergency services onto the site,
- Must receive and brief the emergency services,
- Must make safe an office available for the emergency services,
- Must check that all operatives are accounted for,
- Must check the situation at the assembly point.

FIRE

Calling the Fire Brigade

1. Dial 999 or 112,
2. Ask the operator for the fire brigade,
3. When the fire brigade answers, state clearly;
 - a. Fire at; (give exact location) – 75a, Leeson Street Upper
 - b. Nearest main road or landmark – Swan Lane
 - c. Your phone number is
4. DO NOT ASSUME that the call has been received until the above information has been acknowledged by the Fire Brigade,
5. If safe to do so, remain near the telephone in case the Fire Brigade should ring back to confirm details,
6. If evacuation is necessary, proceed to the ASSEMBLY POINT (Site Entrance),
7. Bring the daily attendance sheet & visitor book to conduct a roll call,
8. DO NOT RE-ENTER THE SITE, remain at assembly point until otherwise advised.

9.3 Emergency Telephone Numbers

| Description | Location | Contact Number |
|------------------------------|---------------------|----------------|
| ESB Emergency Service | | 1850 372 999 |
| Garda / Fire / Ambulance | | 999 / 112 |
| Local Garda | Donnybrook | 01 6669200 |
| Bord Gais Emergency Services | | 1850 205 050 |
| Local Authority | Dublin City Council | 01 2222222 |
| Hospital | St Vincent's | 01 8842400 |

9.4 Fire Extinguisher Type

| FIRE RISK | WATER | FOAM | CARBON DIOXIDE | DRY POWDER |
|---|--------------|--------------|-----------------------|-------------------|
| LABEL COLOUR | RED | CREAM | BLACK | BLUE |
| Paper, Wood, Textile & Fabric (Class A) | ✓ | ✓ | | ✓ |
| Flammable Liquids (Class B) | | ✓ | ✓ | ✓ |
| Flammable Gases (Class C) | | | | ✓ |
| Electrical Hazards | | | ✓ | ✓ |

9.5 COVID-19 Emergency

Suspected COVID 19 Cases at work

If a worker becomes unwell with symptoms such as a cough, fever (high temperature of 38 degrees Celsius or above, or chills) or a difficulty in breathing, the following actions should be followed:

1. Remove the person to an area at least 2 metres away from other people.

Where possible, find a room or area where they can be isolated behind a closed door, such as a staff office. If it is possible to open a window, do so to ensure adequate ventilation.

2. Contact their GP.

The individual who is unwell should immediately contact their doctor or the HSE (1850 24 1850) and outline their current symptoms. The unwell person should not go to a doctor/GP surgery, pharmacy or hospital.

3. Take precautions to minimise exposure to others.

Whilst the unwell person waits for advice, they should remain at least 2 metres from others and avoid touching people, surfaces and objects. The individual should cover their mouth and nose with a disposable tissue if they cough or sneeze and dispose of the tissue in a bin. If they don't have any tissues available, they should cough and sneeze into the crook of their elbow

4. Wait for feedback from GP or HSE before making any decisions on site operations. Closure of the workplace is not recommended. In the event of diagnosis for COVID-19, the management team will be contacted by the HSE to discuss the case, to identify persons who have been in contact with them and to advise on any actions or precautions that should be taken.

Undertake cleaning of communal areas such as offices or toilets.

Confirmed COVID 19 Cases at Work

Staff who have not had close contact with the original confirmed case do not need to take any precautions and can continue to attend work. Those in contact with confirmed cases may be asked to:

- Self-isolate / stay at home for 14 days from the last time they had contact with the confirmed case.
- Cooperate with representatives from the HSE, who will follow-up.
- Immediately phone their doctor or the HSE (1850 24 1850) if they develop new symptoms or their existing symptoms worsen within their 14-day observation period
- Be tested for COVID-19 if they become unwell with a cough, fever (high temperature of 38 degrees Celsius or above, or chills) or experience difficulty in breathing. If the tested individual becomes unwell at any time within their 14-day observation period and they test positive for COVID-19 they will become a confirmed case.

9.6 Reporting of Accidents and Dangerous Occurrences

All notifiable accidents and dangerous occurrences are to be notified to the HSA in accordance with the General Applications (Amendment) (No.3) Regulations 2016. Clonlough Contractors Ltd. is to be copied with all such reports. Clonlough Contractors Ltd. is to be notified of all serious accidents (e.g. removal to hospital, for any reason) and near misses.

A. Purpose

The purpose of this Accident Investigation Policy is to document any accident/incident involving Clonlough Contractors Ltd. employee's / work equipment through,

- Determine the sequences of events leading to the failure.
- Identify the cause of the accident.
- Find methods to prevent accident from recurring.

B. Scope

This policy is applicable to all Clonlough Contractors Ltd. work sites and applies to both employees and contractors working anywhere on these sites.

C. Definition

Accident Investigation is defined as;

- Unplanned event results in mishap (personal injury or property damage).
- Accidents are the result of the failure of people, equipment, materials, or environment to react as expected.
- All accidents have consequences or outcomes.

D. Responsibility

It is the responsibility of the Management Team and the individual(s) carrying out the work to prepare the area in accordance with this policy and obtain the necessary permits where required. Works must commence if operatives feel the work area is unsafe.

E. Procedures for Accident Investigation

- Interview witnesses.
 - Interview promptly.
 - Establish rapport with witness (treat as equal).
 - Get the facts.
 - Write down the witness's statement
 - Complete an accident investigation form to collect: (attached)
 - Personnel information
 - Accident information (location, events leading to accident, machines involved)
 - Causes of the accident
 - Recommendation to prevent accident
 - Follow up information
- Document the accident scene before any changes are made. (Photographs)
- Review all information (procedures, equipment manuals).
- Make documented observations on:
 - Pre-accident conditions
 - Accident sequence
 - Post-accident conditions
- Document the facts (i.e.: location, witness remarks, and contributing factors).
- Determine sequence of events leading to accident

F. Documentation

From the accident investigation form and witness statements write an accident investigation report. The report should include:

- Background information (where, who)
- Summary (sequence, extent, type, source)
- Analysis (causes)
- Recommendations

G. Summary

- Survey the scene
- Secure the scene (initiate interim controls)
- Get help for the injured
- Collect evidence
- Analyze data
- Determine causes (scientific methods)

H. Follow up (eliminate hazards)

| ACCIDENT / INCIDENT INVESTIGATION FORM | | | | |
|---|---------------|---------------|----------------------|-------|
| PART A – DETAILS OF INJURED PERSON | | | | |
| NAME | | PHONE | | |
| ADDRESS | | EMAIL | | |
| | | PPS NUMBER | | |
| | | DATE OF BIRTH | | |
| | | AGE | | |
| | | POSITION | | |
| SAFE PASS NUMBER & EXPIRY DATE | | CSCS DETAILS | | |
| EMPLOYMENT TYPE | | FULL TIME | PART TIME | OTHER |
| OCCUPATION | EMPLOYEE | CONTRACTOR | MEMBER OF THE PUBLIC | OTHER |
| OUTCOME | INJURY | NEAR MISS | FATALITY | OTHER |
| PART B – DETAILS OF INJURY & TREATMENT | | | | |
| TYPE OF INJURY (E.G. BURN, CUT, SPRAIN) | | | | |
| CAUSE OF INJURY (E.G. FALL, MACHINE) | | | | |
| PART OF BODY INJURED | | | | |
| AGENT (E.G. POOR LIGHT) | | | | |
| FIRST AID | YES | NO | FIRST AIDER | |
| TREATED BY DOCTOR? | DOCTOR'S NAME | | ADDRESS | |
| HOSPITALISED? | HOSPITAL NAME | | ADDRESS | |
| TREATMENT RECEIVED? | | | | |
| | | | | |

| PART C – DETAILS OF ACCIDENT OR INCIDENT | | | | |
|---|---------|---------------|-------------|------------------------------|
| DATE | | TIME | | |
| LOCATION | | | | |
| DESCRIPTION OF ACCIDENT / INCIDENT | | | | |
| OTHER INFORMATION AVAILABLE? | WITNESS | CCTV | PHOTO/VIDEO | OTHER E.G. PHYSICAL EVIDENCE |
| PART D – WITNESS DETAILS (WHO WITNESSED THE ACCIDENT/INCIDENT?) | | | | |
| NAME | | PHONE | | |
| ADDRESS | | EMAIL | | |
| | | PPS NUMBER | | |
| | | DATE OF BIRTH | | |
| | | AGE | | |
| | | POSITION | | |
| SAFE PASS NUMBER & EXPIRY DATE | | CSCS DETAILS | | |
| WITNESS STATEMENT TAKEN? | | | YES | NO |
| PART E – KEY FINDINGS OF INVESTIGATION | | | | |
| 1. _____ | | | | |
| 2. _____ | | | | |
| 3. _____ | | | | |

| PART F – ACTIONS TO PREVENT REOCCURRENCE | | | | |
|---|--|---------|------|--|
| ACTION | | BY WHOM | DATE | |
| | | | | |

| PART G – ITEMS ATTACHED | | | | | |
|--------------------------------|----|---------------------------------|-----------------------|---------------------|---------------------|
| SKETCHES | | CERTIFICATION OF PLANT, ETC. | PHOTOGRAPHS/V IDEO | RISK ASSESSMENTS | TRAINING RECORDS |
| YES | NO | YES | NO | YES | NO |
| | | | | | |

| PART H – OTHER INFORMATION | |
|-----------------------------------|----------|
| ACCIDENT INVESTIGATED BY | POSITION |
| PHONE | EMAIL |
| SIGNED | DATE |

Appendix A – Site Safety Rules

1. Clonlough Contractors Ltd. are committed to safe working and safe working practices under the Safety, Health and Welfare at work Act 2005, SHWW Construction Regulations 2013, General Application Regulations 2007.
2. All site personnel will carry Safe Pass training cards and all machine operators will carry valid operator's licences
3. All plant and equipment to be used in the works will be fit for its intended use and have valid certification.
4. All site personnel will wear the mandatory PPE required on site: safety helmets, steel toe capped boots and Hi Vis vests.
5. Ear defenders, dust masks and goggles will be worn as required by all operatives. PPE shall be provided by operatives' employers.
6. Appropriate signage will be erected in all works areas.
7. All personnel will be required to familiarise themselves with the method statement prior to work commencing and adhere to the method statement at all times.
8. Only designated access/egress points will be used on site.
9. Care must be taken when working or travelling in public areas. A spotter shall be utilised for all movement of plant outside the designated site areas.
10. All works outside the site area shall be adequately cordoned off to ensure public safety especially children.
11. All work areas will be left clean and tidy on completion of the works and if the works cannot be completed for any reason steel road plates will be laid over all excavations to enable safe transit of traffic.
12. Cat scans will always be performed by a competent person prior to any underground work.
13. All employees are required to co-operate fully with all provisions taken by the company for ensuring the safety, health and welfare of other employees, contractors and clients.
14. All employees are required to adhere to all safe systems of work, wear any personal protective equipment and use any safety equipment provided. Employees are also responsible for reporting damage to equipment and the need for repair/replacement of items of personal protective equipment to their immediate superior.
15. All employees are required to discharge their work in a safe manner so as to avoid injury to themselves/other staff and avoid damage to equipment and property.
16. Any member of staff or contractor that does not adhere to site safety rules will be subject to appropriate disciplinary action which may include removal from site.
17. All workers on site must not be under the influence of an intoxicant to the extent that they may endanger their own or others' health and safety
18. Comply with statutory provisions and take reasonable care to protect their own health and safety and that of others who may be affected by their acts or omissions
19. Co-operate with the Clonlough Contractors Ltd. or their representatives to enable Clonlough Contractors Ltd. to comply with their statutory requirements
20. Not to engage in improper conduct or behaviour that is likely to endanger their own or others' health and safety
21. To make correct use - having regard to training and instructions - of articles or substances, including protective clothing, supplied to protect health and safety.
22. Report, as soon as possible, defects in systems of work, articles or substances, or work being carried on which might endanger health and safety.
23. Smoking is prohibited onsite apart from designated smoking areas.
24. All COVID-19 procedures to be followed onsite as per COVID-19 Site Management Plan.

Appendix B – First Aid Requirements

The following is a list of recommended supplies, which should be contained in First Aid Boxes and Kits:

| MATERIALS | First Aid Travel Kit Contents | First Aid Box | | |
|---|--------------------------------------|----------------------|----------------------|----------------------|
| | | 1-10 persons | 11-25 persons | 26-50 persons |
| Adhesive Plasters | 20 | 20 | 20 | 40 |
| Sterile Eye Pads (Bandage Attached) | 2 | 2 | 2 | 4 |
| Individually Wrapped Triangular Bandages | 2 | 2 | 6 | 6 |
| Safety Pins | 6 | 6 | 6 | 6 |
| Medium Individually Wrapped Sterile Non-Medicated Wound Dressings (approx. 10 x 8 cm) | 1 | 2 | 2 | 4 |
| Large Individually Wrapped Sterile Non-Medicated Wound Dressings (approx. 13 x 9 cm) | 1 | 2 | 6 | 8 |
| Extra Large Individually Wrapped Sterile Non-Medicated Wound Dressings (approx. 28 x 17.5 cm) | 1 | 2 | 3 | 4 |
| Individually Wrapped Wipes | 10 | 10 | 10 | 20 |
| Paramedic Shears (Scissors) | 1 | 1 | 1 | 1 |
| Pairs of Latex Gloves | 3 | 5 | 10 | 10 |
| Additionally, where there is no clear running water, Sterile Eye Wash | 2x20mls | 1x500mls | 2x 500mls | 2x 500mls |
| Pocket Face Mask | 1 | 1 | 1 | 1 |
| Water Based Burns Dressing Small (10x10cm) | 1 | 1 | 1 | 1 |
| Water Based Burns Dressing Large | 1 | 1 | 1 | 1 |
| Crepe Bandage (7cm) | 1 | 1 | 2 | 3 |

NOTES

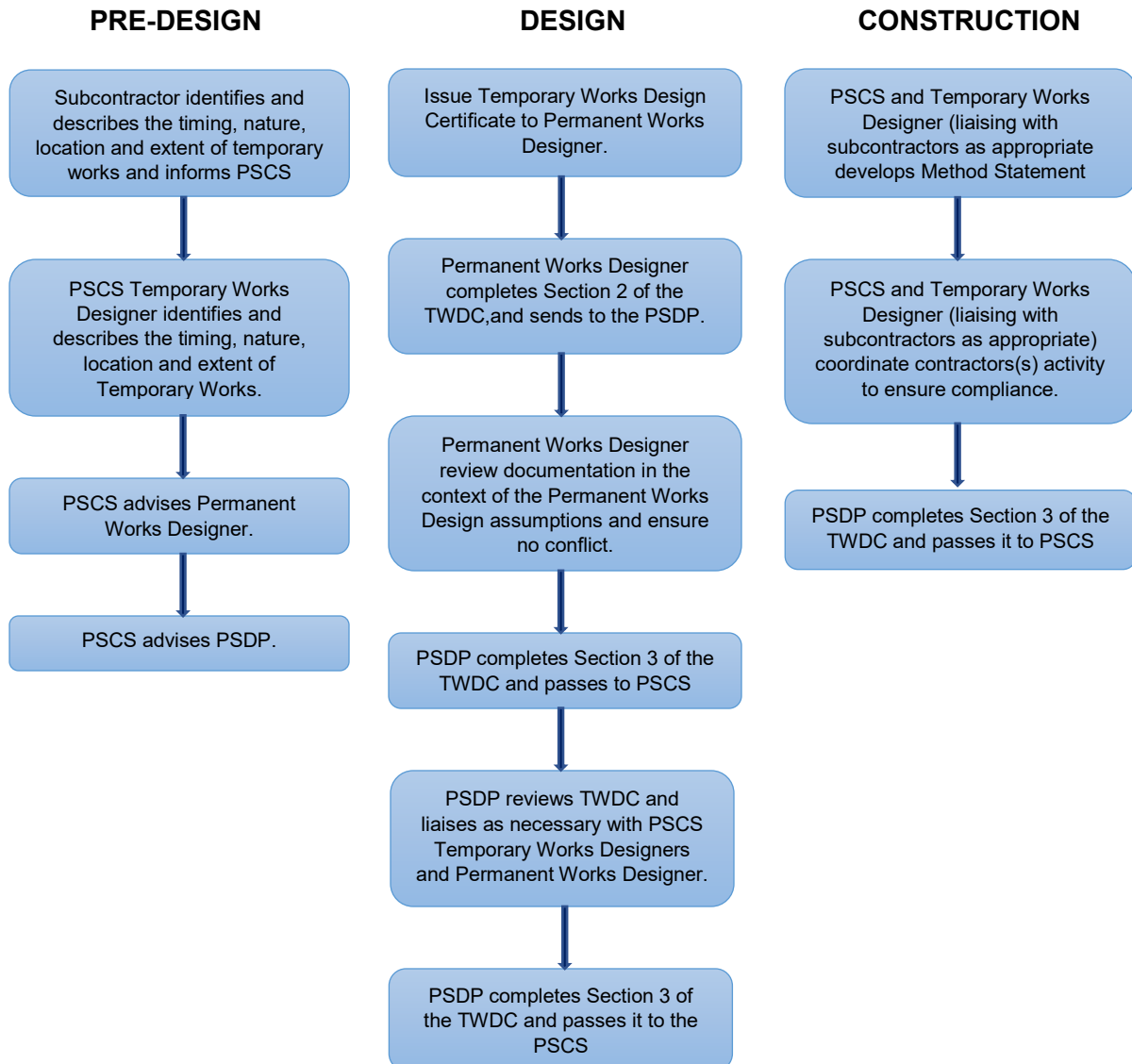
Where more than 50 persons are employed pro rata provision should be made.

Where mains tap, water is not readily available for eye irrigation, sterile water or sterile normal saline (0.9%) in sealed disposable containers should be provided. Each container should hold at least 300 ml. and should not be re-used once the sterile seal is broken. At least 900ml. must be provided. Eye bath / eye cups / re-fill containers should not be used for eye irrigation.

Appendix C – Temporary Works

Temporary Works Management Co-ordination

(Any Temporary Works will be managed as outlines in the flowchart)



Appendix D – Waste Management

Purpose

To ensure that,

- Where practicable, the company segregates, re-uses and maximises the level of waste which is recovered,
- Waste disposal costs are reduced and that the company's target reduction in waste disposal are achieved
- that hazardous waste is managed safely and in accordance with legislation regarding disposal, transportation, records and reporting,
- that all waste is handled by licensed contractors,
- full records of waste (including hazardous waste) consignments are maintained,
- the waste management practices of Clonlough Contractors Ltd. are in compliance with applicable legislation.

This procedure applies to the management, disposal and recording all wastes generated whether hazardous or not. It also applies to approval of waste contractors used by Clonlough Contractors Ltd.

Applicable Legal Requirements

- The Waste Management Act, 1996.
- Waste Management (Facility Permit and Registration) Regulations 2007 (SI No. 821 of 2007)
- Waste Management (Collection Permit) Regulations 2007 (SI No. 820 of 2007)
- Waste Management (Miscellaneous Provisions) Regulations 1998 (S.I No 164 of 1998).
- Waste Management (Hazardous Waste) Regulations 1998 (SI No. 163 of 1998) and Waste Management (Hazardous Waste) (Amendment) Regulations, 2000. (S.I. No 73 of 2000).

Responsibility

The following person have responsibilities under this procedure,

- The Contracts Manager,
- All persons working for or on behalf of Clonlough Contractors Ltd. whose work may generate waste.

Procedure for Management of Waste on-site

The Contracts Manager will formulate the waste management strategy as part of the project.

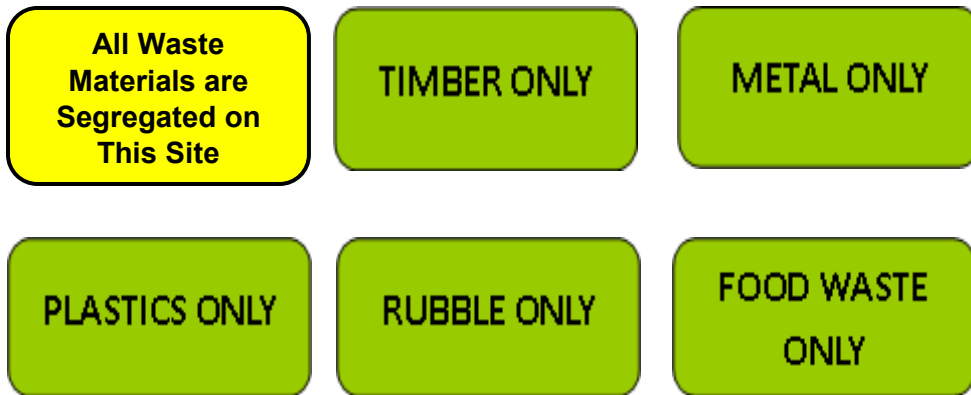
Traditional, large single skips should be replaced by four smaller skips for segregation of materials, categorised as,

- Timber
- Metal
- Plastic
- Rubble

A separate skip with securable lids, will be provided for food and kitchen waste.

It is the company's objective that each labour and material subcontractor will be responsible for his own waste. Where there is sufficient space on site, he should be afforded a specified area for the segregation and re-cycling of his waste. If sufficient space is not available, he will use the skips provided by us and work in accordance with our H&S Plan.

High visibility signage should be provided as follows:



Specific waste procedures, (including handling, required PPE, segregation, storage) are documented in the relevant Method Statement.

Arrangements for general waste disposal are agreed with each sub-contractor as part of their individual pre-award meeting. This will record the site-specific procedure for each sub-contractor, in terms of their responsibility for their own waste and the agreed process for disposal of same.

Dispatch of Non-Hazardous Waste

The dispatch of non-hazardous waste generally originates from two different streams,

1. Waste disposal by Clonlough Contractors Ltd., or
2. Waste disposal by sub-contractor.

Waste disposal by Clonlough Contractors Ltd.:

Where waste disposal is by Clonlough Contractors Ltd., the Contracts Manager shall ensure non-hazardous waste is handled by an approved Waste Management Contractor and collected by a haulier who is licensed to transport waste.

The Site Manager or designate shall record the dates when waste is collected including the date of collection, type of waste and quantity of waste in the Waste Log. The waste contractor shall supply details of waste collected on a monthly basis, as required by Clonlough Contractors Ltd. This detail will include a confirmation of delivery of the collected waste to their waste facility.

Waste disposal by Sub-Contractor (i.e. sub-contractor responsible for disposal of his own waste). Where a sub-contractor is removing his own waste from site, Clonlough Contractors Ltd. must record his site-specific proposals in the pre-award meeting. There are 2 specific scenarios which may be encountered.

- a) An approved waste collection company is employed directly by the sub-contractor to dispose of the sub-contractors skip on site. In this instance, the sub-contractor must provide skip transaction details and a copy of the collection docket (where issued in hard copy) to the Site Manager at the time of the collection. The Site Manager then records the skip collection in the site waste log. The sub-contractor may be asked to produce a copy of the confirmation of delivery to the waste facility, as part of Clonlough Contractors Ltd. 's safety audit. The facility for each sub-contractor to retain his own skip on site, will not always be possible or practical, and this gives rise to scenario b, as follows.
- b) The sub-contractor removes his own waste directly. The pre-award records the individual sub-contractor's proposals in this regard – i.e. if he removes the waste material in small quantities, back to a central skip in his yard etc. or if he intends to bring a van / trailer load directly to the recycling facility. Again, if the waste is being brought directly to the recycling facility, then the sub-contractor must provide disposal certificates, confirming same.

Approval of Contractors

An Approved Waste Contractors List shall be retained at Head Office, showing the contractor's name, waste license, collection permit, services available and final destination of wastes serviced for each approved waste contractor or transporter of waste. The Site Manager shall be responsible for retaining and updating this list.

The Waste Management Plan, as part of the Construction Stage Plan dictates that the appointed waste contractor, is checked against the approved listing. If it is proposed to utilise a non-approved contractor, then the permits must be checked and issued to Head Office, **PRIOR** to any waste being removed from site. The proposed contractor may then be added to the approved list.

To add a new contractor to the list the following shall be verified,

- Contractor is licensed to collect, transport, store, process waste as required,
- The contractor's licence covers the waste activity required,
- Proposed destination of the waste,
- Contractor has appropriate insurances.

Copies of licenses insurances and other information as necessary shall be requested and retained on file before adding the company to the approved waste contractors list.

Records

The following records will be retained,

- Hazardous Waste Log,
- Waste Log,
- Approved Contractor List.

Dispatch of Hazardous Waste

The site manager contacts an approved hazardous waste contractor (see List of Approved Waste Contractors) and proposes a collection date.

The site manager ensures the waste is correctly,

- Packaged (as advised by the approved contractor),
- Labelled,
- Identifiable,
- Segregated.

On the collection day, the contractor reports to the site manager.

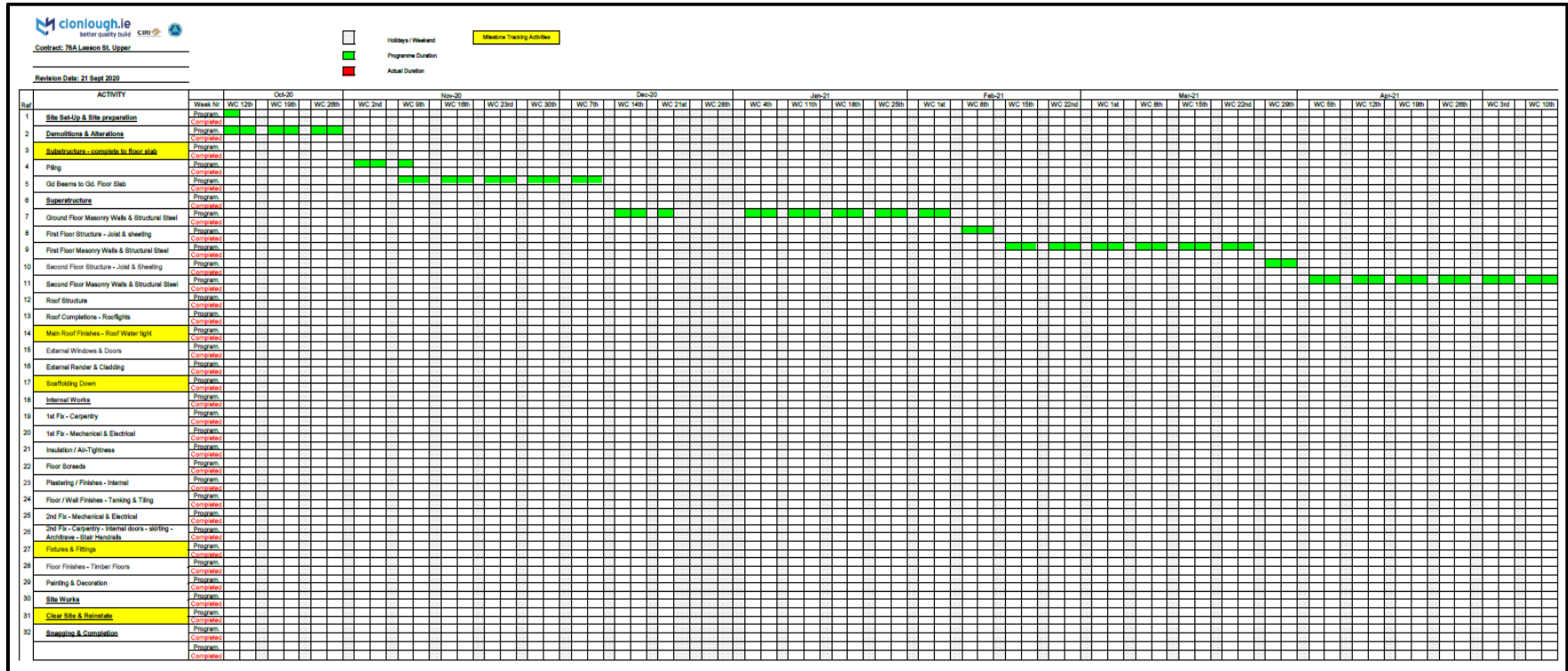
The waste is loaded onto the collector's vehicle and the relevant ADR documentation completed if required (**as advised by the hazardous waste contractor**).

The site manager records the C1 number, date of shipment, type and quantity of waste in the hazardous waste log.

Subsequently, the site manager ensures that the required acknowledgement of receipt and certificates of disposal/ destruction/ recovery as appropriate are furnished by the approved hazardous waste contractor within 180 days of the waste's collection from the site.

The environmental administrator updates the Hazardous Waste Log on a monthly basis and produces a Monthly Waste Report.

Appendix E – Construction Programme



Revision Date: 21 Sept 2020

