

ERRIGAL CONTRACTS LIMITED

SAFETY STATEMENT

REV 01 MARCH 2008

CONTENTS:

SAFETY & HEALTH POLICY
RESPONSIBILITIES
ENVIRONMENTAL AND WASTE POLICIES
ACCIDENT PROCEDURES
RISK ASSESSMENTS
GENERAL HEALTH & SAFETY ARRANGEMENTS
GENERAL PRINCIPLES OF PREVENTION

SAFETY AND HEALTH POLICY

It is the policy of Errigal Contracts Ltd to comply with the Safety, Health and Welfare at Work Act 2005, the Safety, Health and Welfare at Work (General Application) Regulations 2007 and the Safety Health and Welfare at Work (Construction) Regulations 2006 and all other legislation relevant to business and operations carried out by Errigal Contracts Ltd and employees.

It is my aim to achieve a working environment, which is free of work related accidents and ill health and to this end I will pursue continuing improvements from year to year.

I undertake to discharge my statutory duties by:

- “ identifying hazards in the workplace, assessing the risks related to them and implementing appropriate preventative and protective measures;
- “ providing and maintaining safe plant and work equipment;
- “ establishing and enforcing safe systems of work;
- “ recruiting and appointing personnel who have the skills, abilities and competence equal to their role and level of responsibility;
- “ ensuring that tasks given to employees are within their skills, knowledge and ability to perform;
- “ ensuring that technical competence is maintained through the provision of refresher training as appropriate;
- “ promoting awareness of health and safety and of good practice through the effective communication of relevant information;
- “ monitoring our safety performance by regular site inspections from our safety officer
- “ furnishing sufficient funds needed to meet these objectives.

It is the obligation of all employees to act responsibly and to do everything that is reasonable to prevent injury to themselves, their fellow workers and any other person who may visit their place of work. Employees are encouraged to comply with their duties under the 2005 Act and to notify Cormac McCloskey of identified hazards in the workplace.

The health and safety policy is reviewed annually to monitor its effectiveness and to ensure that it reflects changing needs and circumstances.

This policy is to be read in conjunction with the organisation, arrangements and applicable safe systems of work outlined in the business Safety Statement.

This statement is distributed to all employees and shall be available at all locations where Errigal Contracts Ltd carries on its business.

Cormac McCloskey
March 2008

OVERALL RESPONSIBILITIES

- Cormac McCloskey has overall responsibility for safety, health and welfare during all work undertaken by the business and his employees.
- Consultation on all health and safety matters is the responsibility of Cormac McCloskey
- Cormac McCloskey shall delegate specific responsibilities to appropriate trained employees. As new projects commence, duty holders will be notified, and the list of responsible persons will be amended.
- Cormac McCloskey will ensure that adequate provision is made for safety and health in planning and pricing.
- Cormac McCloskey and any trained and competent supervisors in his employment are responsible for this policy being carried out during installation work.
- Cormac McCloskey is responsible for ensuring that this policy is carried out with regard to consultations, safety training, safety inspections, investigating accidents, monitoring and maintenance of the safety policy.
- The advice of an external safety consultant will be sought as the need arises.
- All employees engaged in construction work have received or will receive Safe Pass training in accordance with the Safety, Health & Welfare (Construction) Regulations 2006.

CONSULTATION

Errigal Contracts Limited is committed to meeting its responsibilities with regard to consulting with its employees in compliance with the Safety, Health and Welfare at work Act 2005. Errigal Contracts Limited will ensure that this document and all safety documentation is made available to all employees in a manner they will understand. If there are any matters which are not covered in this statement that you feel should be addressed please bring them to the attention of the directors.

INSTRUCTION / TRAINING

It is recognised by Errigal Contracts Limited that no one can be expected to perform their tasks and duties safely and efficiently unless that person is experienced and trained to carry out such tasks.

Errigal Contracts Limited is committed to identifying training needs and to carrying out that training and instruction as appropriate. Certain operations require that strict safety procedures be followed, where such tasks are undertaken the employees involved will receive special instruction.

It is essential that no person attempt a potentially hazardous task without instruction and or proper training.

OVERALL INSTALLATION RESPONSIBILITIES

Cormac McCloskey and any competent supervisors in his employment will ensure that:

- The provisions of this safety statement are executed from installation inception to completion on site.
- Cormac Closkey and all persons in his employment will implement this policy and comply with statutory requirements.
- Training is provided for employees to enable them to effectively carry out their responsibilities with regard to health and safety.
- Plant and machinery allocated for each contract will be in accordance with regulations and inspected as required.
- All personnel recruited for and assigned to each project will be suitable for and competent to carry out the work on that project.
- Competent persons required at any time to advise on health and safety will be brought in, if not available within the organisation.
- Adequate protection is provided at all work places to protect members of the public.

RESPONSIBILITIES OF CORMAC MCCLOSKEY AND ANY COMPETENT SUPERVISORS IN HIS EMPLOYMENT

Cormac McCloskey and any competent supervisors in his employment must:

- Be familiar with safety regulations and this safety policy applicable to the work being undertaken, and must insist that the regulations are observed.
- Ensure that as far as is reasonably practicable, all operatives are operating safe systems of work.
- Maintain a tidy workplace, and make sure a regular clean up is undertaken. Insist that all persons - employees, self-employed and visitors wear appropriate personal protective equipment.
- Ensure that there are adequate entry and exit points, and that they comply with the regulations.
- Provide safety equipment and clothing, and make sure it is worn.
- Ensure that all personnel are only employed on equipment for which they have been properly trained.
- Ensure that all power and hand tools together with any plant and machinery are maintained in good condition.
- Ensure employees report defects in equipment to Cormac McCloskey.
- Ensure that adequate fire fighting equipment is available at all times.
- Ensure the safe handling and storage of all tools, plant and materials.
- Ensure that first aid boxes are properly maintained.
- Ensure that all access equipment is suitable for the task, inspected as per legislation, and assembled / used / disassembled in accordance with the manufacturers instructions.
- Ensure that all power and hand tools are 110 volts.
- Assist in investigating all accidents with a view to preventing a reoccurrence.
- Show personal example by wearing the safety equipment provided.
- Ensure material is removed from roofs and scaffolding in an orderly manner by use of hoists or a builders chute and not thrown down by operatives causing danger to other persons on site and members of the public.

RESPONSIBILITIES OF SAFETY OFFICER

When requested to do so an external safety consultant may undertake the following tasks on behalf of Cormac McCloskey otherwise Cormac McCloskey will undertake these duties.

- Carry out agreed site inspections and report to Cormac McCloskey and / or the main contractors site management.
- Advise on regulations, laws etc. which impinge on the business activities.
- Advise and monitor statutory tests on plant and equipment.
- Monitor accidents / dangerous occurrences at workplaces.
- Advise on training courses to meet identified needs.
- Monitor the issue and use of PPE and advise on the types of safety equipment and clothing required.
- Consult Health and Safety Authority.
- Advise Cormac McCloskey on action required where Improvement Notices or Prohibition Notices have been served upon the business.
- Advise on accidents, potential claims, insurance or HSA implications.
- Ensure that the safety statement is available on all projects.
- Investigate all accidents with a view to preventing a reoccurrence.

EMPLOYEES SAFETY RESPONSIBILITIES

- It is the responsibility of all employees to take reasonable care of their own safety, health and welfare, and that of others affected by their activities.

Employees must

- Co-operate with Cormac McCloskey and any other person to such an extent as will enable them to comply with any of the relevant statutory provisions as regards to safety, health and welfare and to ensure that your place of work is safe and healthy.
- Use protective clothing and any other equipment provided for their safety, health and welfare while at work. Use in such a manner so far as to provide the protection intended of any suitable appliance, protective clothing, convenience, equipment or other means or thing so provided (whether for use alone or for use by you in common with others) for securing their safety, health and welfare while at work.
- Report to Cormac McCloskey any defect in the plant, equipment, place of work, or system of work that might endanger safety, health and welfare.
- Not intentionally or recklessly interfere with or misuse any appliance, protective clothing, convenience, equipment or other means of thing provided in pursuance of any of the relevant statutory provisions or otherwise, for securing the safety, health and welfare of persons arising out of work activities.
- Keep their tools in good condition.
- Use the correct tools and equipment for the job.
- Wear the correct PPE appropriate to the work activity.
- Not possess or consume alcohol, drugs or other intoxicants or be under their influence.
- Where possible make suggestions or raise concerns on health and safety matters.
- Develop a personal concern for their own safety and the safety of others.
- Avoid any action that would be a source of danger to them or others.
- Not carry out any tasks that they feel they are not competent to carry out, or which involves unreasonably high risks.

ENVIRONMENTAL AND WASTE POLICIES

Errigal Contracts Ltd is committed to providing a safe and healthy workplace and in carrying out our normal work to enhance the wider environment and minimise any harmful impacts as far as is reasonably practicable.

Environmental management is formally assigned to Cormac McCloskey who shall ensure compliance with this policy and best current practise.

Employees are reminded that minimising waste is good for the business and good for the environment and should both co-operate with environmental initiatives and also make positive suggestions as to how we may improve our performance.

Errigal Contracts Ltd is committed to a high level of environmental protection and, where possible, enhancement. Errigal Contracts Ltd employees are strongly encouraged to participate and offer suggestions as to how we may improve our performance in this area.

Errigal Contracts Ltd will seek to minimise the creation of waste by avoiding unnecessary wastage of materials and recycling materials that cannot be directly reused as far as practicable.

All employees are required to comply with this policy by minimising waste creation and co-operating actively with recycling programmes.

Where waste is created, it shall be safely placed in appropriate storage receptacles, care being taken not to overload the storage.

Where required, Errigal Contracts Ltd shall take care to provide suitable waste receptacles and ensure that arrangements are made for the collection/emptying of receptacles at a suitable frequency.

All employees responsible for collecting waste shall avoid handling overfilled bags etc. to minimise the risk of a manual handling injury.

Waste collection points shall be kept in a clean, accessible condition with due regard to fire protection and suitable containers.

All waste, for recycling or disposal, shall be collected by either local authority employed refuse collectors or by authorised waste carriers.

ACCIDENT PROCEDURES

When a serious accident occurs the procedures below must be followed:

The competent supervisor or senior operative must notify Cormac McCloskey immediately. The senior operative must take charge of the proceedings, as follows:

- Observe accident location and status of injured person.
- If there is risk of further injury, move injured person safely.
- Call immediate medical assistance or emergency service if necessary.
- See that first aid etc. is administered as required by a competent person.
- If Ambulance is called, make sure the exact location is given and that the Ambulance can access project as near as possible to the injured person.
- Notify Cormac McCloskey.
- Establish the location of Hospital and appoint a suitable person to travel with the injured person.
- Notify the family of injured person, and if required, arrange transport for them to Hospital.
- Gather all information immediately about the accident, and what led up to it.
- Obtain witness statements; write them down as they are given.
- Complete preliminary accident report form.
- Have sketches/photographs of the area taken where the accident happened.
- If HSA are to inspect the location of the accident, do not move anything unless further serious risks have to be avoided.

RISK ASSESSMENTS

INDEX OF RISK ASSESSMENTS

No	Hazard	N/A	Low Risk	Average Risk	Particular / High Risk
1	Working at Height				
2	M.E.W.Ps				
3	Use of ladders / stepladders				
4	Mobile Scaffold Towers				
5	Access Scaffolds				
6	Portable Electric Tools				
7	Installation of Insulation Materials				
8	Installation of Metal Studding				
9	Use of Handtools				
10	Use of Abrasive wheel Machinery				
11	Manual Handling Operations				
12	Storage of Materials on Site				
13	Fire				
14	Use of Plant and Machinery				
15	Use of Cartridge Operated Tools				
16	Installation of Dry Lining Boards				
17	Installation of Suspended Ceilings				
18	Use and Control of Substances Hazardous to Health				
19	Plastering				
20	Poor Housekeeping				

RISK ASSESSMENT PROCEDURES

The information contained in the following Risk Assessments includes;

- Identification of hazards.
- Likely outcome of accidents.
- Level of risk.
- Preventative procedures.

As new hazards are identified, risk assessments will be carried out and included in this Safety Statement.

Method statements will be prepared for high-risk activities.

RISK ASSESSMENTS

WORKING AT HEIGHT.

Likely outcome of an accident involving WORKING AT HEIGHT

	<u>Level of risk</u>
Fall of Persons	High
Falling Objects Striking Others	High

Preventative Procedures

- All work at height will be subject to detailed risk assessment. The risk assessment will identify the most appropriate access equipment for the task being assessed and will justify the choice of equipment.
- Suitable signs and barriers will be positioned directly below works to warn of overhead operations.
- Edge protection will be erected at all openings or edges where falls could occur.
- Where edge protection is removed for access or is not practicable, employees working at or near the edge will wear safety harnesses.
- Where there is likely to be debris, materials or tools falling, control measures will be installed to protect third parties
- Work below overhead operations, is to be avoided.
- Any unguarded opening will be notified to the Site Management Contractor.
- Where stepladders are used they will be inspected prior to use . defective stepladders will not be used.
- See index for Risk Assessment on the following;
 - M.E.W.P.Ⓢ
 - Access Scaffolds
 - Mobile Scaffolds
 - Ladders / Stepladders

RISK ASSESSMENTS

MOBILE ELEVATED WORK PLATFORMS

Likely outcome of an accident involving M.E.W.P.'S

	<u>Level of risk</u>
Fall of Persons	High
Falls of Materials	High
Unintentional Lowering of Platform	Medium
Striking against Overhead Obstructions	High
Platform Overturning	High
Vehicles or Plant Striking Platform	High

Preventative Procedures

- Control of traffic and pedestrians will be planned.
- Platform capacity will be checked to ensure sufficient height and SWL for the work undertaken, before use. Where owned by the Company, this equipment is subject to the planned maintenance programme. Where hired, proof of servicing will be required.
- The area of work is to be fenced off.
- Platforms must not be operated outside limits set by the manufacturer
- The operating area will be firm and level. Stabilisers, if fitted will be extended before the platform is raised.
- Platforms are not to be left unattended in the raised position.
- Platforms require regular maintenance, which must be arranged at 6 monthly intervals.
- Site Managers / Site Foremen are responsible for ensuring that only trained and authorised personnel use the platforms.
- A safety harness will be worn at all times by employees working in MEWPs. Harnesses will be secured to the anchorage point within the MEWP.
- Employees will not stand on the guardrails of the MEWP and will not under any circumstances climb out of the MEWP while elevated.

RISK ASSESSMENTS

LADDERS / STEP LADDERS

Likely outcome of an accident involving LADDERS / STEP LADDERS

	<u>Level of risk</u>
Fall of Persons from ladders	High
Objects dropped by ladder user	High

Preventative procedures

- Ladders will be checked to ensure correct length, type and condition before use.
- Ladder work is restricted to that which can be carried out using one hand only.
- The ground base for ladder use must be firm and level.
- The ladder must be of sufficient length to extend 1.05m above the step . off point when used as access to scaffold.
- The correct angle of rest for a ladder is 75 degrees, or a base to height ratio of 1:4.
- Ladders must be secured against slipping, by tying at the top or at the bottom.
- Over reaching from ladders will be avoided.
- Damaged ladders will be broken up or removed from the workplace immediately.
- Painted ladders will not be accepted for use.
- All operatives must be trained in the safe use of ladders and the hazards, which are to be avoided. This will normally be done at induction.

Points to note for stepladder users;

- Stepladders are prohibited where safer alternatives are available.
- Stepladders must be checked before use.
- Stepladders must be fully opened out.
- Regardless of the length of a stepladder, the top rung and the rung below the top rung shall not be used.
- Stepladders must not be used as straight ladders and must not be straddled.

RISK ASSESSMENTS

MOBILE SCAFFOLD TOWERS

Likely outcome of an accident involving MOBILE SCAFFOLD TOWERS

	<u>Level of risk</u>
Fall of Persons	High
Falls of Materials	High
Collapse of Tower	High
Overturning of Tower	High

Preventative procedures

- Only authorised personnel will erect, modify or dismantle scaffolding towers.
- Specification for use of tower scaffolds will take into account the site ground conditions expected, height restrictions and obstructions.
- Trained personnel in accordance with relevant standards and manufacturer's instructions will assemble towers.
- Ladder access should be internal and fixed to the narrowest side.
- Maximum height to base ratios will not be exceeded 3.5:1 inside use and 3:1 external use without ties.
- Ties will be used in exposed or windy conditions.
- All tower platforms will be fully boarded and fitted with toe boards and guardrails.
- Wheels will be braked or locked when the tower is in use.
- Personnel and materials will be removed before a tower is moved.
- Manufacturer's advice on maximum loading will be adhered to.
- Towers must be inspected every seven days and the results entered into Form WH 1.
- After alteration or adverse weather conditions, scaffolds must be inspected.
- A competent person will carry out all scaffold inspections.
- Scaffolds will be checked regularly to ensure their correct use and that unauthorised alterations have not been made.

RISK ASSESSMENTS

ACCESS SCAFFOLDING

Likely outcome of an accident involving ACCESS SCAFFOLDING

	<u>Level of risk</u>
Scaffolding collapse	High
Falls from scaffold	High
Injury from falling materials	High

Preventative procedures

- Only authorised personnel will erect, modify or dismantle scaffolding.
- Proper access will be provided to all scaffold platforms.
- Adequate guardrails and toe boards will be provided at every side, from which a person could fall, and to prevent the fall of materials or articles.
- All working platforms will be fully boarded. Boards will be free from defects and they will be arranged to avoid tipping or tripping.
- A competent person will inspect scaffolding regularly, i.e. at least once a week, and always after bad weather. The results of these inspections to be recorded including defects that were put right during the inspection. The records will be signed by the person who carried out the inspection and the results entered into Form WH 1.
- Ties removed for any purpose will be replaced or alternative ties fitted, at once.
- Debris guards, debris netting and fans will be considered for high-rise scaffolds and those close to public areas.
- Traffic movements will be restricted around scaffold bases.
- Excavations adjacent to scaffold bases will be monitored to ensure the suitability of the structure is not affected.

RISK ASSESSMENTS

PORTABLE ELECTRIC TOOLS

Likely outcome of an accident involving PORTABLE ELECTRIC TOOLS

	<u>Level of risk</u>
Hand Injury	Medium
Eye Injury	Medium
Electrocution	High
Fire	High
Damage to Equipment	Low

Preventative procedures

- Only equipment operating at 125 volts or less will be permitted.
- Visual inspection of equipment will be carried out.
- All damaged equipment will be switched off and returned to the stores.
- Extension leads will be checked before use. No taped joints or connector type joints will be permitted.
- All electrical equipment will be properly earthed.
- Only the correct type (yellow . moulded plastic) sockets and plugs will be used.
- Pay due care and attention to the work at hand.
- Ensure your work will not result in injury to anyone else.
- Use the correct PPE to minimise the risk of injury.
- When drilling steel or masonry suitable eye protection must be worn.
- A monthly visual inspection of all Portable Electric Tools, Equipment and Extension Leads will be carried out and the results of these inspections will be logged.

RISK ASSESSMENTS

INSTALLATION OF INSULATION MATERIALS

Likely outcome of an accident involving INSTALLATION OF INSULATION MATERIALS

	<u>Level of risk</u>
Falls of persons	High
Inhalation of particles	Medium
Eye injury caused by insulation particles	Medium
Hand injury from Stanley knives and saws	Medium
Accumulation of rubbish	Medium
Interaction with services in walls and ceilings	Medium
Cuts to hands from metal studs and screws	Medium

Preventative procedures

- The level of risk posed by working at heights for the task of installing insulation will depend on type of access needed. See risk assessments for ladders, M.E.W.P.®, mobile towers and access scaffolding.
- All operatives handling insulation to wear dust masks as a minimum and respirators may be required in certain circumstances.
- All operatives handling insulation to wear eye protection as necessary.
- Ensure that all personnel in the work location are wearing dust masks to prevent inhalation of insulation fibres.
- Ensure that all operatives know the location of all services and their content. Communication with the mechanical & electrical contractor on site will be necessary to locate all services.
- Gloves to be worn at all times when cutting insulation material.
- Operatives to wear all necessary PPE when working in confined spaces and should never work alone.
- Paper suit to be worn at all times when handling or working with insulation.
- Gloves are to be worn at all times when handling insulation materials.
- Rubbish to be removed on an ongoing basis as work progresses.

RISK ASSESSMENTS

INSTALLATION OF METAL STUDDING

Likely outcome of an accident involving INSTALLATION OF STUDDING

	<u>Level of risk</u>
Falls of persons	High
Falls of materials	High
Interaction with existing services	Medium
Cuts and abrasions to hands	Medium
Electric shock from power tools	High
Noise induced hearing loss	Medium
Manual handling injuries	Medium
Harmful effects from silicones and adhesives	Low
Slip, trip and fall accidents	High
Studding collapse	High

Preventative procedures

- Ensure work area is cordoned off and no personnel are under any high work activities
- All services to be identified and marked to prevent contact.
- Ensure that all high noise work is done in designated areas and the relevant signs are posted. Ensure the correct ear protection is available and worn.
- Ensure that all electrical equipment is checked and only operated by competent persons.
- When working at height a safe place of work with full guardrail protection must be provided.
- Ensure personnel are trained in the use and construction of all access equipment.
- Ensure work area is kept clear at all times and materials are stored safely.
- Liase with main contractor on any issues regarding the installation of studding.
- Ensure all equipment is stored correctly and leads are suspended off the ground where practicable.
- Ensure gloves are worn during all Manual Handling tasks.
- Ensure that enough personnel are involved in the task and that the necessary PPE is worn at all times.
- Utilise pallet trucks and fork trucks where possible.
- Ensure safe access to the work and always plan the route.
- Ensure that competent persons carry out all operations.
- Ensure that studding is fitted properly and fixed.
- Ensure that M.S.D.Sheets are made available to all operatives along with any risk assessments specific to the work being undertaken.

RISK ASSESSMENTS

USE OF HAND TOOLS

Likely outcome of an accident involving HAND TOOLS

	<u>Level of risk</u>
Eye injury	Medium
Hand injury	Medium
Foot injury	Low
Injury to other Body Parts	Low

Preventative procedures

- Select the correct tool for the job.
- Inspect the tool to ensure good working condition.
- Reject the tool if it not in good condition or in any way unsuitable for the job.
- Knives should have retractable blades.
- Cut away from the body.
- Eye protection to be used whenever work is done using cold chisels or where there is a risk of flying particles or pieces of the tool breaking off.
- Gloves should be worn for all tasks involving hacksaws.
- Knives and screwdrivers should be carried and used so as not to cause injury to the user and others.
- Check open-ended spanners for splayed jaws.
- Check wooden handled hammers and files for deterioration and exposed tangs.
- Check chisel heads for signs of wear.
- Use mushroom heads on chisels.
- Use non-ferrous (spark free) tools in flammable atmospheres.
- Use insulated tools where there is a possibility of live electrical work.
- Never pull spanners towards your face.

RISK ASSESSMENTS

USE OF DISK CUTTERS AND ABRASIVE WHEEL MACHINERY

Likely outcome of an accident involving DISK CUTTERS AND ABRASIVE WHEEL MACHINERY

	<u>Level of risk</u>
Eye injury	High
Hand injury	Medium
Face injury	High
Injury to other Body Parts	Medium

Preventative procedures

- Never use a chop saw or angle grinder if the guard has been removed or is wrongly adjusted.
- Never use any material to wedge the guard open.
- Never use the side of the wheel to file down rough edges. Use a hand file for this task.
- Ensure the abrasive wheel is suitable for the task.
- Only nominated individuals should change wheels. These individuals should be adequately trained.
- A register should be kept by the nominated individuals of the time and date of every wheel change and should include the signature of the individual who changed the wheel.
- Warning posters should be put up to remind employees of the dangers associated with this machinery.
- The correct P.P.E. should be worn when using abrasive wheel and includes;
 - Eye protection - Goggles or glasses
 - Full face protection
 - Ear protection
 - Dust masks

RISK ASSESSMENTS

MANUAL HANDLING OPERATIONS

Likely outcome of an accident involving MANUAL HANDLING OPERATIONS

	<u>Level of risk</u>
Disc injuries	Medium
Ligament / Tendon injuries	Medium
Muscular / Nerve injuries	Medium
Hernias	Medium
Fractures, abrasions and cuts	Medium

Preventative procedures

- Review the potential for use of mechanical lifting devices and aids relative to site conditions and implement as appropriate.
- If manual handling is unavoidable, ensure operatives involved are trained in basic lifting techniques. Selection may be required of suitable fit individuals depending on the nature of the task.
- Ground conditions should be firm and level.
- Provide and maintain suitable P.P.E. including gloves for the task.
- Those handling loads should wear protective footwear.
- Team lifting should be considered for the movement of all loads, which are unmanageable, by a single person.
- Force should be applied gradually when lifting. If strain is felt, the task should be re-evaluated.
- Avoid lifting boards or sheets in windy or adverse weather conditions.

RISK ASSESSMENTS

STORAGE OF MATERIALS ON SITE

Likely outcome of an accident involving STORAGE OF MATERIALS ON SITE

	<u>Level of risk</u>
Injury to operatives from falling materials	High
Injury to trespassers, especially children	High
Environmental contamination	Medium
Manual handling injuries	Medium

Preventative procedures

- Loads will be lifted in the correct manner, avoiding the use of makeshift arrangements.
- Stacks of cylindrical objects such as pipes and cable drums will be stabilised using chocks or wedges.
- Material stacks will be limited in height to ensure stability; heights of more than 2m will be avoided unless specifically authorised by site management.
- Drums and containers will be marked clearly to indicate contents.
- Secure storage will be provided for all hazardous substances, to prevent access by unauthorised persons.
- Trays or bunds will be provided where necessary beneath containers to prevent ground contamination.
- For hazardous materials, M.S.D.Sheets will be required before delivery to site.
- Stockpiles and storage areas will be inspected regularly to ensure that the above physical precautions are in place.

RISK ASSESSMENTS

FIRE

Likely outcome of an accident involving FIRE

	<u>Level of risk</u>
Serious or fatal burns	High
Explosions	High
Suffocation	Medium
Damage to site works	High

Preventative procedures

- Site planning and safety rules will include fire detection provisions, supply and maintenance of fire fighting equipment, control of hot-work, emergency procedures in the event of fire, control of smoking on site as needed and prevention of the build-up of flammable materials such as in waste skips.
- Adequate means of escape and access for emergency vehicles will be allowed for during all stages of construction.
- Fire emergency exit routes will be established, adequately signed and kept free of obstruction.
- Security measures will be taken as practicable to restrict access to the site work areas, especially out of working hours.
- Hot work and use of naked flame appliances will be controlled as necessary, including the use of permit to work systems as necessary. Changes in electrical systems made necessary by contract conditions or practical requirements will be reviewed by a competent person to ensure that necessary precautions have been taken to accommodate changes, by way of design review where necessary and the provision of adequate fire arrangements. Temporary electrical systems will conform to legal standards.
- All site operatives will be trained on fire and evacuation procedures. Operatives using highly flammable materials or carrying out hot work will be trained in appropriate fire prevention measures.

FIRE. (contd.)

- Site management will be aware of the requirements of the standards and regulations concerning fire safety and related material.
- Gas, oil or electric heaters used for drying clothes must be mounted on and backed with non-flammable material and enclosed in a stout wire mesh with effective air space to prevent clothes being placed directly upon them. All power supplies, unless specifically required, should be switched off at the end of each working day.

RISK ASSESSMENTS

USE OF PLANT & MACHINERY

Likely outcome of an accident involving USE OF PLANT & MACHINERY

	<u>Level of risk</u>
Injury to operatives from machinery	High
Injury to persons in the vicinity	High
Injury to trespassers, especially children	High
Environmental contamination	Low
Damage to property, materials etc.	Medium

Preventative procedures

- All operatives using Plant & Machinery will be competent, of legal age and fully trained in the use of the item of plant & machinery in question.
- The use of flashing beacons and reversing alarms will be used on mobile plant to warn persons in the vicinity of the machine of the existence of the hazard.
- If operators of mobile plant have to operate blind, then a competent watchman or Banksman will be used to guide the operator in all movements.
- Apart from security measures in place on site to prevent access of children, trespassers etc. all plant and machinery will be turned off, keys removed and protective screens fitted to prevent any access to plant and machinery by children, trespassers etc.
- All plant and Machinery will be maintained on a regular basis to prevent any escape of hydraulic or fuel oils etc. that could pose a threat of contamination to the environment.
- Due care and attention will be paid at all times by operators to the work at hand to prevent accidents that could result in damage to the structure being worked on or any other damage to property etc.

RISK ASSESSMENTS

USE OF CARTRIDGE OPERATED TOOLS

Likely outcome of an accident involving CARTRIDGE OPERATED TOOLS

	<u>Level of risk</u>
Injury to operatives from kickback	Medium
Injury to operative from ricochet	High
Injury to operative from material in eye	Medium
Injury to persons in the vicinity	Medium
Damage to hearing	High
Damage to eyes	High

Preventative procedures

- Only trained, authorised operatives over the age of 18 are permitted to use COTs on site.
- All COTs will be inspected for damage prior to every use and will be stored and used in accordance with the manufacturer's instructions.
- Any persons not directly involved with the work in progress will be kept away from the work area by means of signage etc. to prevent injury from ricochet.
- The operator of the COT and any other persons in the vicinity will wear ear protection at all times while COTs are being used.
- The operator of the COT and any other persons in the vicinity will wear suitable eye protection at all times while COTs are being used to prevent either the nail being fired or other materials from entering the eyes and possibly causing injury.
- Regular maintenance of COTs will be carried out to ensure they are kept in good condition.
- All cartridges are to be stored in a careful manner and cartridges will only be issued on an as needed basis. Regular monitoring of the amount of cartridges on site will be carried out.

RISK ASSESSMENTS

INSTALLATION OF DRY LINING BOARDS

Likely outcome of an accident involving INSTALLATION OF DRY LINING BOARDS

	<u>Level of risk</u>
Manual Handling injuries	Medium
Hand injuries	Medium
Exposure to insulation dusts	Low
Head, Eye and Feet injuries	Low

Preventative procedures

- Manual handling tasks should be reduced to a minimum by the use of mechanical aids where possible . board trolleys etc.
- Store sheet materials close to point of use and avoid double handling materials by careful planning of deliveries and lay down areas.
- Ensure operatives receive Manual Handling training.
- Gloves should be worn during all Manual Handling tasks.
- Suitable gloves should be worn to avoid contact with wet and dry plastering materials and jointing compounds. Where these materials make contact with the skin, the affected area should be washed immediately.
- Mobile scaffolds and stepladders shall be inspected prior to use. Mobile scaffolds must be erected and used in accordance with the manufacturers instructions.
- Power tools must be operated at 125 volts or less.
- All power tools shall be inspected prior to use, all defects shall be reported and damaged or defective tools shall be removed from site for repair.
- Eye protection must be worn where there is a risk to the eyes from the tools or work process in use.
- Head protection shall be worn at all times.
- Suitable dust masks and gloves should be worn during the installation of insulation in partition walls and above ceilings.
- M.S.D.Sheets will be available for all hazardous substances in use and the controls outlined in these M.S.D.Sheets will be fully implemented.

RISK ASSESSMENTS

INSTALLATION OF SUSPENDED CEILINGS

Likely outcome of an accident involving INSTALLATION OF SUSPENDED CEILINGS

	<u>Level of risk</u>
Falls of persons	High
Falls of materials	High
Interaction with existing services	Medium
Cuts and abrasions to hands	Medium
Electric shock from power tools	High
Manual handling injuries	Medium
Slip, trip and fall accidents	High

Preventative procedures

- Ensure work area is cordoned off and no personnel are under any high work activities
- All services to be identified and marked to prevent contact.
- Ensure that all electrical equipment is checked and only operated by competent persons.
- When working at height a safe place of work with full guardrail protection must be provided.
- Ensure personnel are trained in the use and construction of all access equipment.
- Ensure work area is kept clear at all times and materials are stored safely.
- Liaise with main contractor on any issues regarding the installation of suspended ceilings.
- Ensure all equipment is stored correctly and leads are suspended off the ground where practicable.
- Ensure gloves are worn during all Manual Handling tasks.
- All operatives to be trained in Manual Handling techniques.
- Ensure that necessary PPE is worn at all times.
- Utilise pallet trucks and fork trucks where possible.
- Ensure safe access to the work and always plan the route.
- Ensure that competent persons carry out all operations.
- Ensure that suspended ceilings are fitted properly and fixed.
- Ensure that MSD sheets are made available to all operatives along with any risk assessments specific to the work being undertaken.

RISK ASSESSMENTS

USE AND CONTROL OF HAZARDOUS SUBSTANCES

Likely outcome of an accident involving the USE OF HAZARDOUS SUBSTANCES

	<u>Level of risk</u>
Harmful effects of substances in use	High ???
Fire	High ???

Preventative procedures

- Ensure that M.S.D.Sheets are made available to all operatives and that the precautions outlined are followed in full.
- Ensure the correct PPE is available and worn by all operatives.
- Ensure precautions are taken to prevent the possibility of fire.
- Ensure hazardous substances are stored according to manufacturers recommendations.

RISK ASSESSMENTS

PLASTERING

Likely outcome of an accident during PLASTERING

	<u>Level of risk</u>
Falls of persons	High
Falls of materials	High
Interaction with existing services	Medium
Electric shock from power tools	High
Manual handling injuries	Medium
Harmful effects of wet and dry plaster	Medium
Slip, trip and fall accidents	High

Preventative procedures

- Ensure work area is cordoned off and no personnel are under any high work activities
- All services to be identified and marked to prevent contact.
- Ensure that all electrical equipment is checked and only operated by competent persons.
- When working at height a safe place of work with full guardrail protection must be provided.
- Ensure personnel are trained in the use and construction of all access equipment.
- Ensure work area is kept clear at all times and materials are stored safely.
- Ensure gloves are worn during all Manual Handling tasks.
- Ensure that the necessary PPE is worn at all times.
- Utilise pallet trucks and fork trucks where possible to reduce the need for manual handling.
- Ensure that M.S.D.Sheets are made available to all operatives along with any risk assessments specific to the work being undertaken.

RISK ASSESSMENTS

POOR HOUSEKEEPING

Likely outcome of an accident involving POOR HOUSEKEEPING

	<u>Level of risk</u>
Slips, trips and falls	High
Falls of persons	High
Falling objects striking persons	High
Damage to equipment	Low

Preventative procedures

- All instructions will be followed as to maintaining good housekeeping.
- A definite place for every item, article or substance will be provided.
- Each item, article or substance will be kept in its designated place or returned if removed.
- Adequate disposal arrangements for scrap, waste and surplus materials will be provided.
- All work areas and equipment will be kept clean.
- Sufficient working spaces and adequate passageways for safe access and egress (entry and exit) will be maintained.
- Adequate space for materials, tools and portable equipment will be provided.
- Waste, scrap, spillage, leakage, dust and splashing will be anticipated and some means of control will be provided.
- Only the materials required for that day will be taken to the workplace and all surplus materials will be returned to the stores at the completion of the day or the end of the task.
- Adequate illumination will be provided.
- Any obstruction found will be removed, all sharp objects especially nails will be controlled and removed.
- Housekeeping hazards should not be ignored they should be put right.

PRINCIPLES OF ACCIDENT PREVENTION

THE SAFETY HEALTH AND WELFARE AT WORK ACT 2005.

- A. THE AVOIDANCE OF RISKS.
- B. THE EVALUATION OF UNAVOIDABLE RISKS.
- C. THE COMBATING OF RISKS AT SOURCE.
- D. THE ADAPTION OF WORK TO THE INDIVIDUAL ESPECIALLY AS REGARDS THE DESIGN OF PLACES OR WORK, THE CHOICE OF WORK EQUIPMENT AND THE CHOICE OF SYSTEMS OF WORK, WITH A VIEW, IN PARTICULAR, TO ALLEVIATING MONOTONOUS WORK AND WORK AT A PREDETERMINED WORK RATE AND TO REDUCING THEIR EFFECT ON HEALTH.
- E. THE ADAPTION OF THE PLACE OF WORK TO TECHNICAL PROGRESS.
- F. THE REPLACEMENT OF DANGEROUS ARTICLES, SUBSTANCES OR SYSTEMS OF WORK BY NON- DANGEROUS ARTICLES, SUBSTANCES OR SYSTEMS OF WORK.
- G. THE DEVELOPMENT OF AN ADEQUATE PREVENTION POLICY IN RELATION TO SAFETY, HEALTH AND WELFARE AT WORK, WHICH TAKES ACCOUNT OF TECHNOLOGY, ORGANISATION OF WORK, WORKING CONDITIONS, SOCIAL FACTORS AND THE INFLUENCE OF FACTORS RELATED TO THE WORKING ENVIRONMENT.
- H. THE GIVING TO COLLECTIVE PROTECTIVE MEASURES OF PRIORITY OVER INDIVIDUAL PROTECTIVE MEASURES.
- I. THE GIVING OF APPROPRIATE TRAINING AND INSTRUCTIONS TO EMPLOYEES.