

Construction Phase Plan, Risk Assessment and Plan of Work - for work with Asbestos



Project

Job Number	EWA001217
Job Name	Former CIS Tower (Floortiles & Bitumen)
Site Address	Miller Street, Manchester, M60 0AL
Location	Floors 2, 3, 14 & 15

Client

Name	Bowmer & Krikland
Address	Northwest Regional Office, 1st Floor, Altitude, Atlas Business Park, Manchester, M22 5PR
Contact	Jordan Hedgeland
Email	j.hedgeland@bandk.co.uk
Telephone	07818534278

Rhodar

Contracts Manager	Donavan Slee
Position	Contracts Manager
Telephone	07714 916170
Email	d.slee@rhodar.co.uk
Address	Lexia House, Lyncastle Way, Barleycastle Trading Estate, Appleton, Warrington, WA4 4ST

Revision

Date RAMS created	13/10/2020
RAMS Version Number	1.0
Internal PRL	3

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A copy of the Corporate Standard Procedures (H&S) relating to this plan of works is available at our Head Office or on any current site and can be produced upon request.

ALL PERSONNEL MUST SIGN THE CONFIRMATION RECORD RELATING TO THIS DOCUMENT BEFORE STARTING WORKS

Section 1: Revisions to submitted plan of work

The site supervisor is authorised to make only limited alterations to/or deviations from this plan of work in agreement with Head Office prior to the changes being made. Some changes may require further review of the risk assessment which accompanies this plan of work. Such changes will be completed by the Contract Managers with a revised POW sent to site.

A record of any alterations or deviations made by the Site Supervisor must be made on the POW and returned to the office upon job completion.

Any changes to the Plan of Work will be communicated via a method statement re-briefing, signatures and details will be recorded below.

For fuller details please refer to applicable CSP CP/10.

Date	Revision No	Revision	Risk Assessment Review required	Revision authorised by	RAM's amended by
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2.0 - Scope of Works

Work Area			
Work Area ID	<u>Floortiles & Bitumen</u>	Location of Work	<u>Floors 2,3 14 & 15</u>
Work Area Phasing			
Pre-clean & Set Up	<u>Yes</u>	Removal Works	<u>Yes</u>
De-sheeting	<u>Yes</u>	Enclosure	<u>No</u>
		Visual Inspections	<u>N/A</u>
Details Works involve the removal of floor tiles and bitumen adhesives Floortiles and bitumen adhesives found to contain asbestos identified as chrysotile An exclusion zone will be constructed around the work area, and warning signs put in place to stop unauthorised access as per setup plan.. Floortiles will be removed by hand using hand tools i.e. floor mutts & hand scrapers, were required a medium breaker can be used to remove tiles securely adhered ensuring no damage is caused to the floor surface below. Bitumen adhesives will be removed using a blast track system – blast track to be directly connected to a htype vacuum to provide LEV (Local Exhaust Ventilation) at source, a negative pressure unit will also be positioned at the work face to provide a secondary source of ventilation. Once removal works completed a full clean will be conducted to ensure all dust and debris are fully removed			

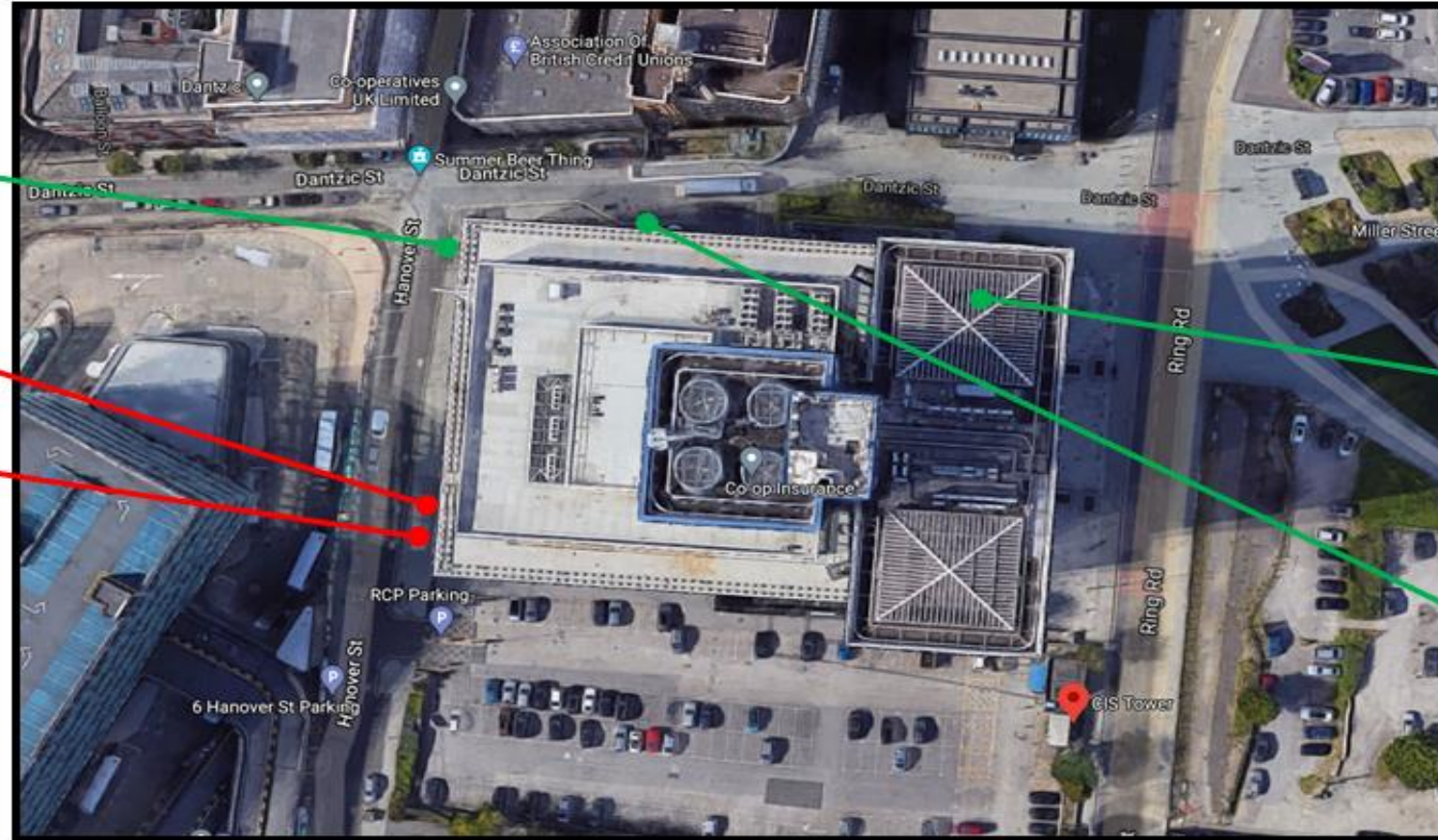
Site Overview

Works being conducted on the 2nd,
3rd & 14th, 15th Floors

Non-Contaminated Muster Point

Skip Location

Contaminated Muster Point



Welfare Located internally
within basement Level 2

Site Entrance via security –
Roller shutter door for
movement of materials

SITE SPECIFIC RULES

Smoking **ONLY** permitted outside of the building within specific smoking shelters. No smoking authorised anywhere internally.

- Personal radios are not allowed on site.
- Mobile phones and Smart watches are NOT allowed within the work area and must be left in the site welfare.
- Operatives are to wear: Hard hats, high visibility tabards, Chemical resistant steel toe capped boots and gloves at all times on site.

SITE SECURITY

- Access to the site is via the side security entrance as per Bowmer and Kirkland induction
- Rhodar Management to then have a specific sign in procedure at the works location
- All Traffic on to site will be directed to the work area by Rhodar team, a banksman will be in position at all times

4.0 - Project & Management Details

Project Timings

6 Maximum number of employees engaged on the project at any one time

4 Minimum number of employees engaged on the project at any one time

Start Date	End Date	Operating Hours	Shift Pattern
01/03/2021	01/04/2021	07:30-17:30	Continuous Working
Days	Nights	Weekdays	Weekends
Yes	No	Yes	No

Project: CDM Notifiable

Yes

Enforcing Authority

HSE

Project Contact List

RHODAR CONTACT	CONTACT TYPE	NAME	EMAIL ADDRESS	COMPANY	CONTACT NUMBER
Yes	Contracts Manager	Donavan Slee	d.slee@rhodar.co.uk	Rhodar	07714 916170
Yes	Supervisor	Alan Smith	a.smith@rhodar.co.uk	Rhodar	07773478122
No	Client Site Contact	Jordan Hedgeland	j.hedgeland@bandk.co.uk	Bowmer & Krikland	07818534278

5.0 - Management Details

Site Supervisor / Site Manager Attendances

The site manager or supervisor will be present on site throughout the works.

Contracts Manager Attendances

The Contracts Manager shall brief the supervisor prior to the works commencing and will maintain regular communication with the site supervisor throughout the works.

CONTRACT MANAGER ATTENDANCE OTHER

Contract Manager to attend site minimum once a week

Auditing

In house or independent auditors may visit site to carry out unannounced audits, this is in line with the company policy CSP HS/15.

Site Supervisory staff must ensure that all operatives involved in the works have read or have had read to them the Plan of Work. Each Operative will then indicate that they fully understand the Plan of Work by signing it. Each time a new operative starts work on the site they must be fully inducted into the method of work and sign the appropriate verification.

Contracts Managers and Directors may carry out random audits and Senior Leadership Visits during the works.

Managers Declarations

I confirm that I have planned and written the ASB5 Notification, Risk Assessment and Plan of Work for these asbestos works in accordance with the Rhodar Asbestos Abatement Policy and the requirements of CAR 2012 and supporting health and safety legislation.

Note: This document is not valid unless it has a secondary authorisation and a site release authorisation in ink in accordance with the Group Asbestos abatement policy.



Contracts Manager

Name

Donavan Slee

Date

13/10/2020



Secondary Signature

Name

Adam Howard

Date

13/10/2020

Site Release Authorisation

Name

Date

6.0 - Verification of Work

Declaration

I have read or had have explained to me the risk assessment and Plan of Work for this job, in conjunction with all relevant CSPs and SAFEGuard. The supervisor has conducted all relevant tool box talks.

NAME

SIGNATURE

DATE

7.0 - Asbestos Survey & Air Monitoring Details

7.1 Survey

Details

Company

Amosite Asbestos Management on Site

Survey Type

Management

Survey Reference Number

AECIS/AEC

Survey Date

01/06/2018

Available On Site?

Yes

7.2 UKAS Laboratory and Air Monitoring

Company

Name of Company

Socotec

Contracted To

Bowmer & Kirkland

Types of Air Monitoring to be carried out

Background Testing
 Reassurance Air Testing
 Personal Monitoring

Attendance

EMPLOYMENT CONTRACT

Full time

Personal Monitoring to be conducted

The company has a personal monitoring strategy which aims to carry out sampling on a variety of projects involving all types of asbestos removal/remediation projects. It is a mandatory requirement that personal monitoring is undertaken on all sprayed coating projects during the removal phases and when there is the presence of an on-site analyst for any longer running projects. Every effort should be made to carry out personal monitoring when asbestos removal/remediation works are taking place. If the analytical company is not appointed by Rhodar, it is to be agreed as part of the planning stage and documented to ensure personal sampling is undertaken.

The supervisor is to request that the analyst undertakes personal sampling to the nominated operative or to themselves (e.g when entering the enclosure to undertake a pre-visual inspection). The analyst should be instructed to collect any samples at a flow rate of 1 litre per minute.

Supervisor is to request the analyst on site to forward all analytical paperwork for this project to compliance@lexiasg.com

The personal monitoring strategy and results will be documented on the LSGIMS 10.66 Compliance Personal Monitoring Form.

8.0 - Site Specific Details and Site Establishment

Site Access Arrangements

Site will be accessed via the side security entrance - Operatives will be issued individual swipe cards and access via the Turnstyle system.

Inductions will be conducted by Bowmer and Kirkland with a further induction conducted by Rhodar site management.

Welfare will be located on the basement level 2 as detailed within the welfare portion of these RAMS further detail for COVID-19 precautions and social distancing can be found within the main method of work and within a site specific COVID-19 Risk assesment

Site Induction Details

Principle Contractor induction

Site Induction Location & Timings

Location	Days	Time
Bowmer & Krikland Site Offices	Mondays	08:00

Welfare Set Up and Location

Welfare Location: Basement Level 2

Welfare Requirements No of Persons: 6

Welfare Assessment Criteria

Suitable welfare facilities that are compliant with the requirements of the Construction (Design and Management) Regulations 2015 will be provided as detailed below taking into consideration number of persons and project duration.

No. of persons	No. of work periods (Day or Night)								
	1	2	3	4	5	6	1 week	2 wks	>2 wks
1	A	A	B	B	B	B	B	B	B
2	A	A	B	B	B	B	B	C	C
3	A	A	B	B	B	B	C	C	C
4	A	B	B	C	C	C	C	C	C
5	A	B	B	C	C	C	C	C	C
6	A	B	B	C	C	C	C	C	C
7	A	B	C	C	C	C	C	C	C
8	A	B	C	C	C	C	C	C	C
9	B	B	C	C	C	C	C	C	C
10	B	C	C	C	C	C	C	C	C
11+	C	C	C	C	C	C	C	C	C

Category A Transient work site – arrange for suitable local facilities to be used (permissions to be obtained). These can be public or private facilities such as stations, depots, buildings, garages, shops etc.

Category B Transient work site – arrange for suitable temporary facilities e.g. welfare vehicles. The overall travelling time to the toilet facility should be within 10 minutes of the place of work.

Category C Non – transient / fixed work site – establish a site cabin with fixed welfare facilities, car parking, traffic management, site access control etc.

Note – dependent upon the circumstances it may be preferable to make formal arrangements for the use of local facilities than provide temporary site welfare facilities.

SITE WELFARE ASSESSMENT CATEGORY

Category C

Facility Provided By:	Client	Principle Contractor	Rhodar	Not Applicable
Office Facilities	✓			
Canteen	✓			
Chairs /Tables	✓			
Food Preparation Provision	✓			
Warm Drinks Facility	✓			
Heating	✓			
Potable Water	✓			
Changing Room / Drying Room	✓			
Secure Personal Storage	✓			
Mains Toilets	✓			
Portaloos with heated water	✓			
Connection to Drainage	✓			
Provision of Effluent Tanks	✓			
Electrical Connections	✓			
Water Connections	✓			
Washing Facilities	✓			
Welfare Van				✓
Welfare DCU				✓
Groundhog Unit				✓

Site Personal Protective Equipment Requirements

Safety Footwear
Hard Hat
Safety Glasses
General Purpose Gloves
High Visibility Vest

Site Security and Segregation Measures

Timber Hoarding

Permit to Work

Issued By

N/A

Isolations

Isolation By

N/A

Confirmation of Isolations

Isolation	Detail	Name	Signature	Date
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N/A

9.0 - Waste Storage Disposal

Waste Storage

Lockable Sealed Skip

Waste Storage Location

To the rear of the CIS podium level as per site plan

Waste Transfer & Carrier Details

Transfer Method

Landfill via designated Carrier

Waste Carrier

Waste Wave

Waste will be transferred to:

TRANSFER STATION	ADDRESS
Waste Wave	Whites Farm, Wilton Ln, Warrington WA3 4BA

Additional details

Waste will be transported 2m from the work area, to a lockable wheeled bin, operatives will use a specified lift for the movement of waste, all waste will then be loaded directly into the asbestos waste skip located to the rear of the CIS podium level.

Estimated Waste Arisings

WASTE TYPE	CONTAINER TYPE	CONTAINER SIZE	QUANTITY	WEIGHT
Asbestos	Tipper	35 yd enclosed	2000	10

Waste to be Recycled

No waste will be recycled all waste will be discarded as asbestos waste.

Non-Asbestos Waste Disposal

General Waste in mixed general skip

Non-Asbestos Waste Carrier Details

WASTE CARRIER

Biffa

10.0 Fire & Emergency Procedures

Fire & Emergency Safety Details

Follow site specific procedures and dial 999 in an emergency - recommended procedure by the fire service

Evacuation & Muster Points

In the event of an emergency requiring site evacuation, the Site Supervisor/designated individual shall ensure that personnel shall proceed in a controlled manner to the nominated assembly point and shall immediately inform the emergency services, client designated control room as appropriate.

All Staff are to ensure that they are familiar with the exit routes to leave the work areas, enclosures & site compounds swiftly and safely in an emergency, and are aware of the nearest fire assembly points.

Obey any commands issued by Designated Fire Marshalls as they have been trained for such situations.

Do NOT re-enter the building until you have been told to do so.

Site Fire / Emergency Alarm

A site temporary wireless alarm with intermittent tone will be in operation during the works

Muster Points

Contaminated muster point: Rear compound by Skip

Non-contaminated muster point: Rear Corner of the building, 5m from side entrance

Fire Extinguisher & Fire Point Locations

Fire extinguishers & Fire Points located as per Rhodar fire plan

Water and Powder fire extinguisher to be placed outside the work area

Nearest Hospital & First Aid Details

Hospital Name Manchester Royal Infirmary

Address:

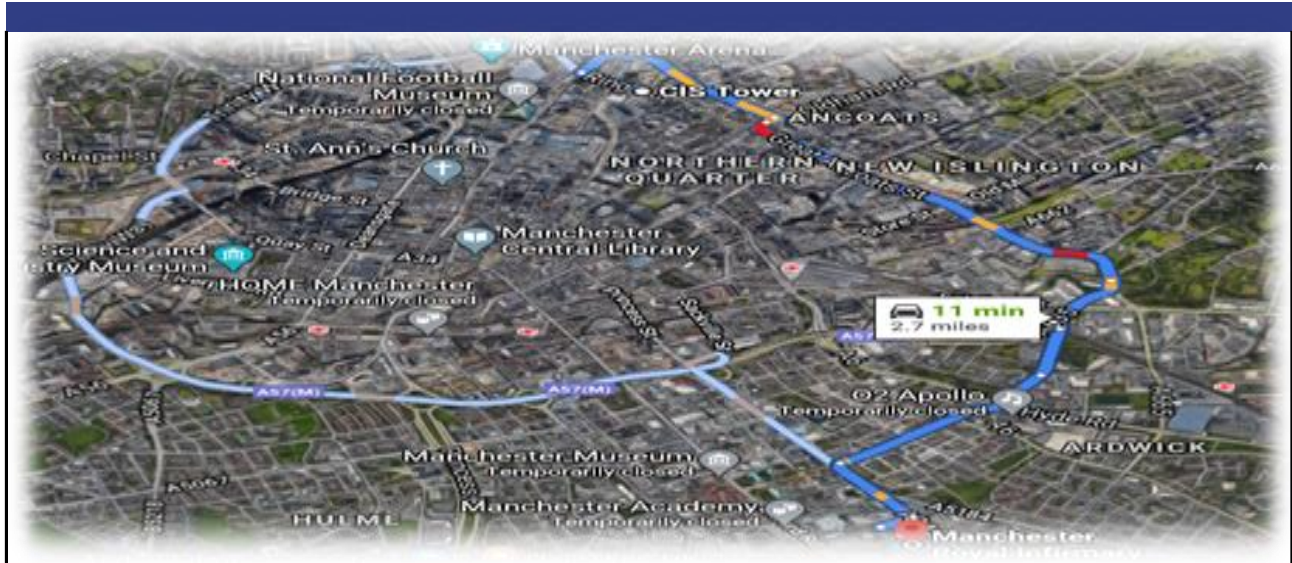
Post code: M13 9WL

Oxford Road, Manchester

Distance From Site: 2.7Miles

Phone Number: 0161 276 1234

Nearest A&E Location Plan



First Aid Arrangements

First Aiders:

Name	Location
Alan Smith	Office/ Work Location

First Aid Kit Locations:

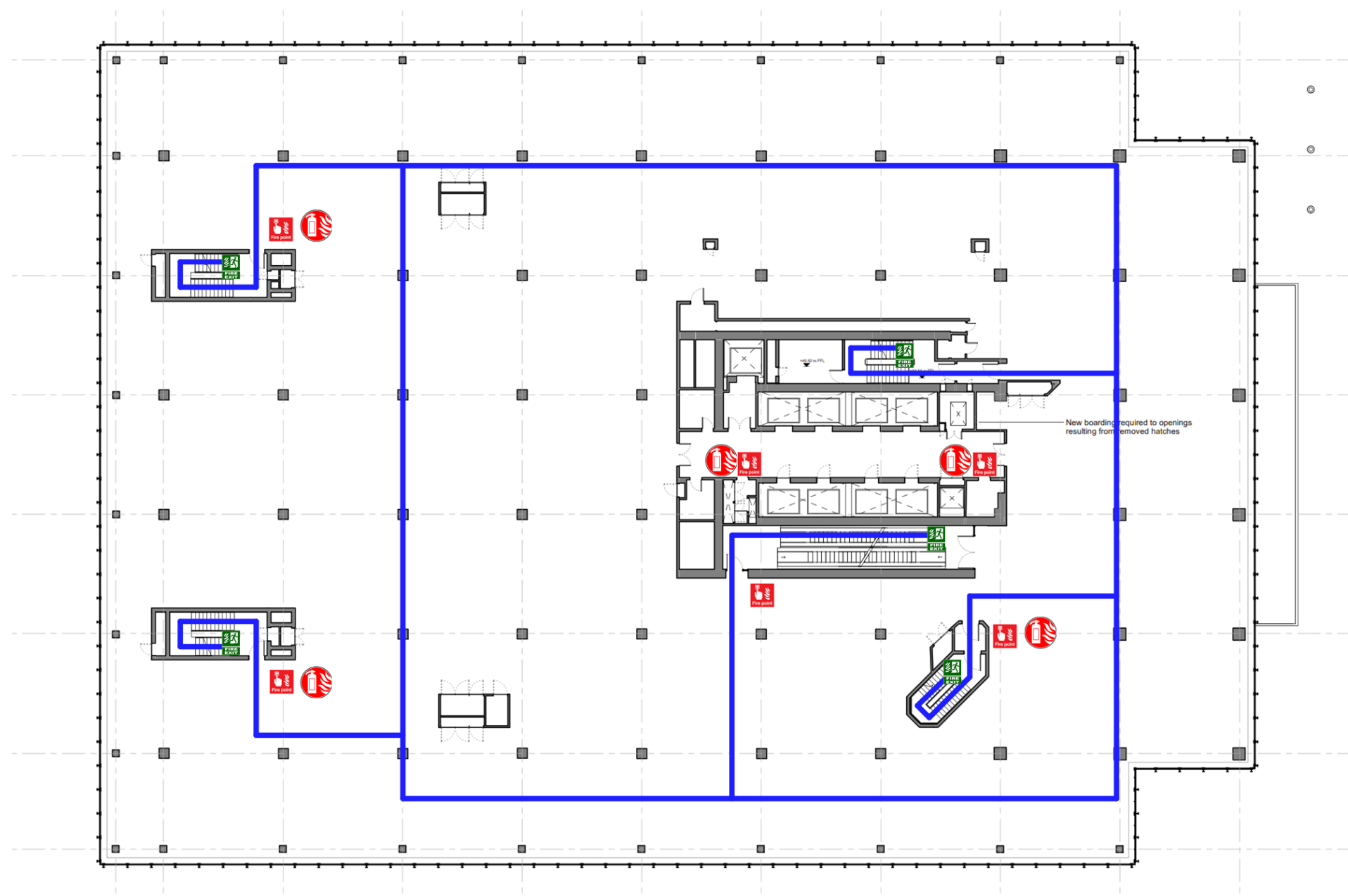
Location	Details
Rhodar Vehicle	All Rhodar Vans fitted with First aid Kits
Outside Air Lock / Work Area	First aid kit to be at the entrance of each work area
Main Contractor Office	First aid kit located within Bowmer and Kirklands office

Additional Site Specific First Aid or Rescue Equipment:

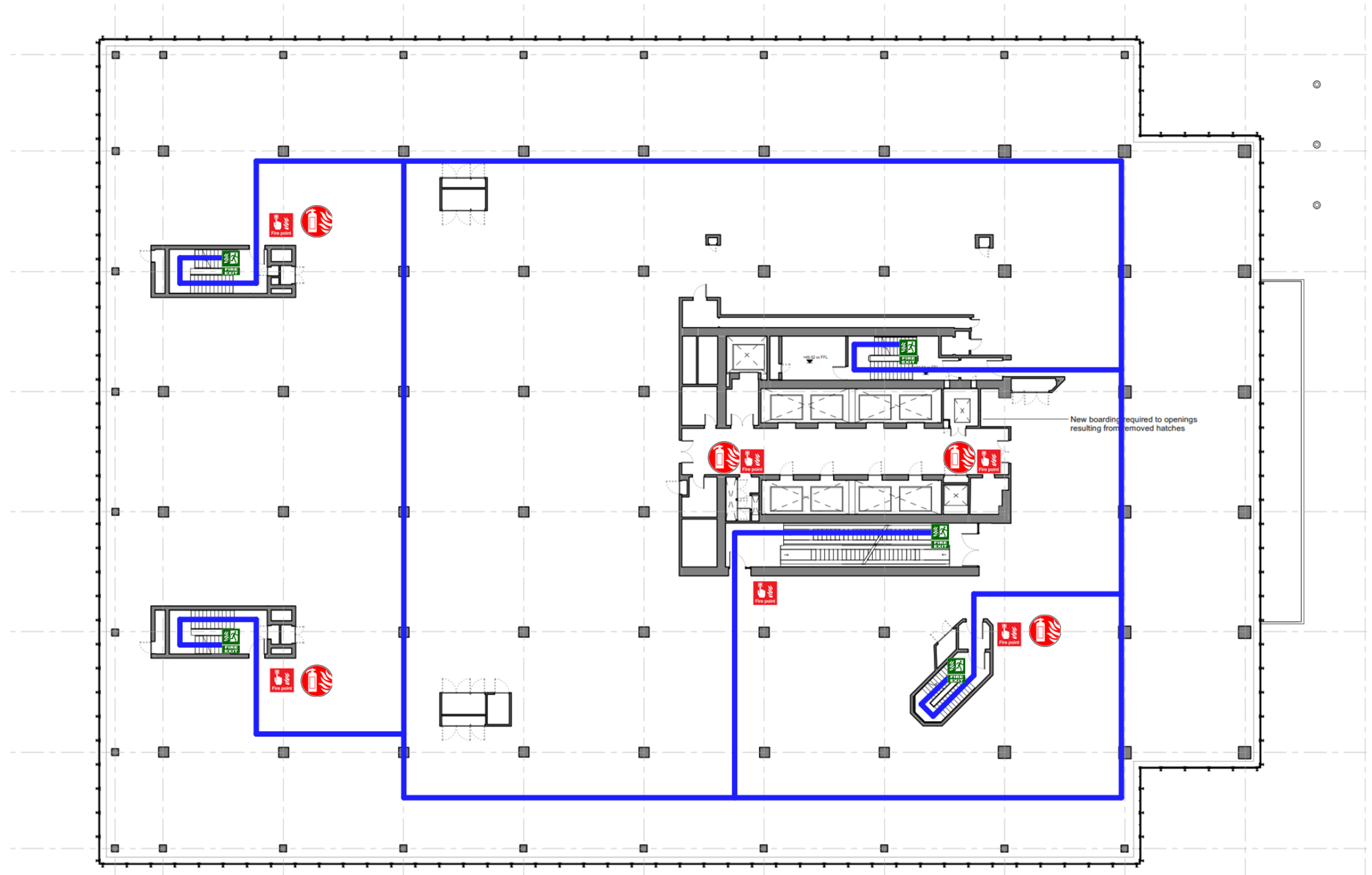
Site Specific First Aid

N/A

LEVEL 2 – FIRE ESCAPE ROUTES



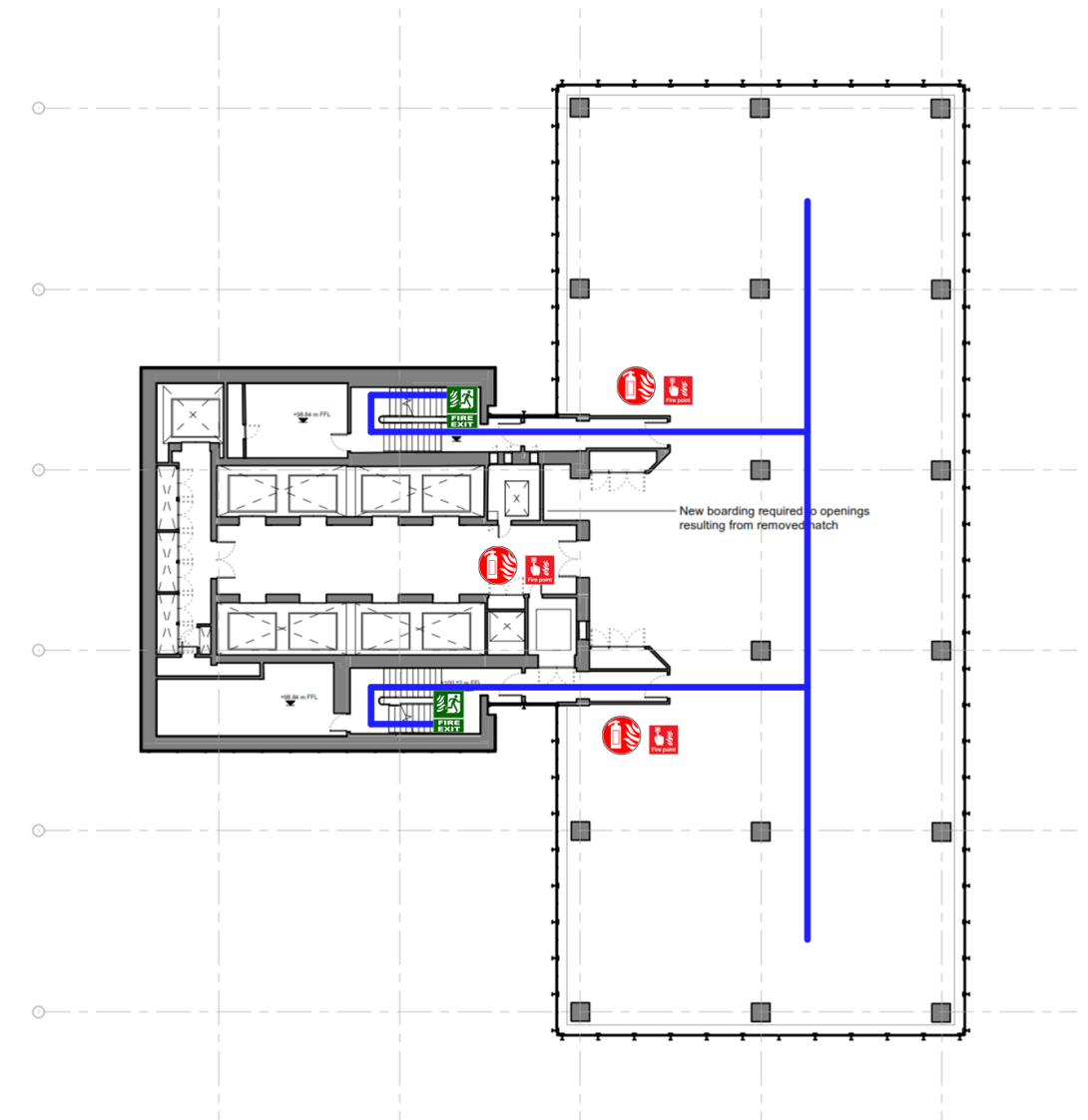
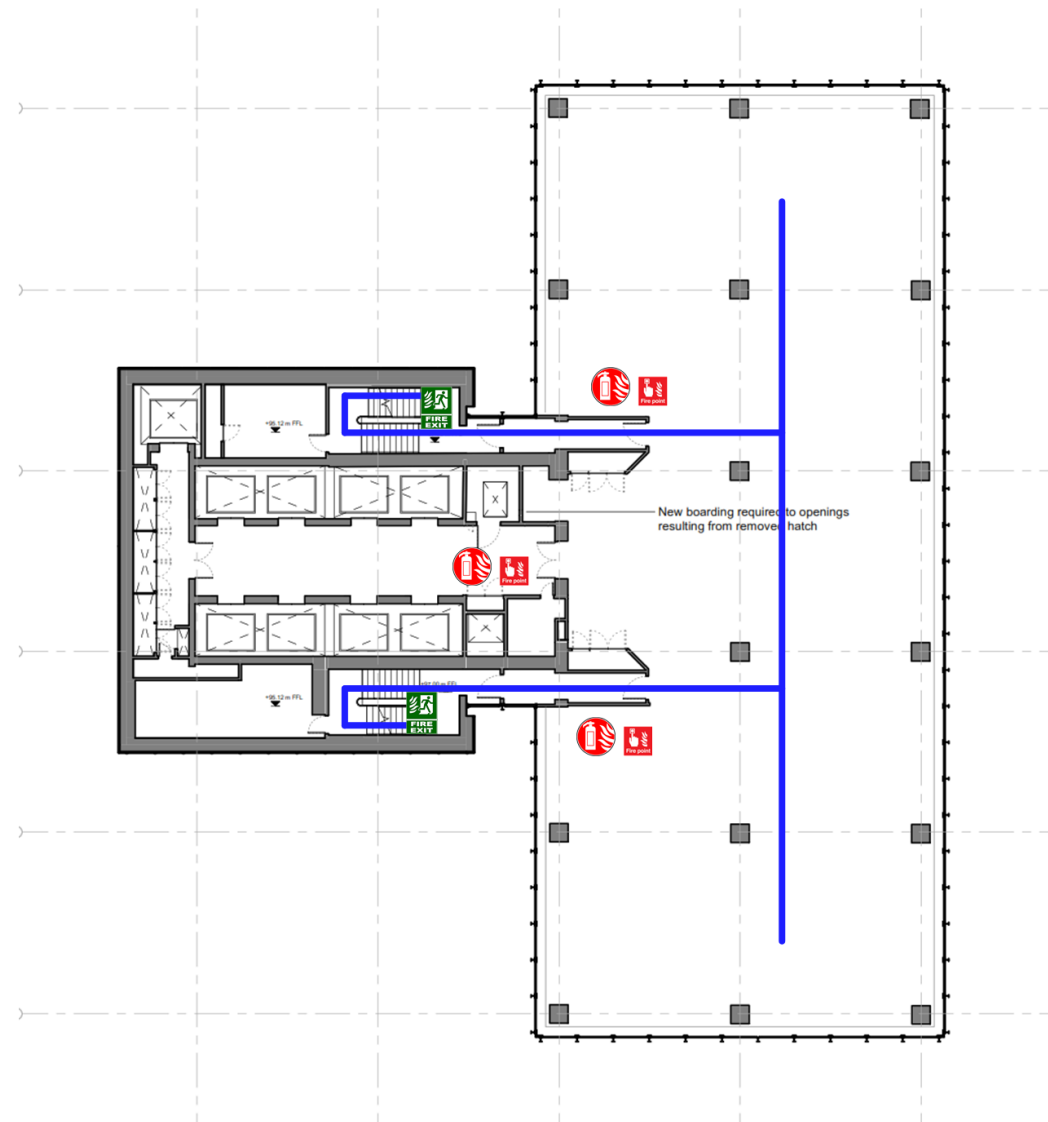
LEVEL 3 – FIRE ESCAPE ROUTES



LEVEL 14 & 15 – FIRE ESCAPE ROUTES

FIRE PLAN KEY

-  ESCAPE ROUTE
-  NON-CONTAMINATED MUSTER POINT
-  CONTAMINATION MUSTER POINT
-  FIRE EXIT
-  FIRE EXTINGUISHER
-  FIRE POINT



11.0 - COSHH & Company Standard Procedures

COSHH

The following items will be utilised on site during the project

COSHH ASSESSMENT NUMBER	PRODUCT NAME	PPE	HAZARD
0003	Idenden Dampstrip 30/330	  	
0004	Spray Adhesive	  	 
0016	Pine Disinfectant	 	
0044	Duct Tape	 	

Company Standard Procedures

The following company standard procedures are applicable to the project:

CP/02 – Operating Standards
 CP/03 – Guidance – Statutory Regulations, Codes of Practice etc
 CP/04 Alcohol & Drugs Policy
 CP/05 Hours of Work Policy
 CP/06 Safe Working Hours & Shifts
 CP/07 Work Safe CIRAS
 CP/08 Welfare & First Aid
 CP/09 Employee Training & SAFeguard Induction
 CP/10 Communication
 HS/01 Lone Working
 HS/02 Selection & Maintenance of Respiratory Protective Equipment
 HS/03 Personal Protective Equipment
 HS/04 Hygiene Facilities
 HS/05 Emergency Procedures
 HS/06 Manual Handling
 HS/07 Control of Substances Hazardous to Health (COSHH)
 HS/08 Use of Tools
 HS/15 Independent Site Auditing Process
 HS/16 When an Inspector Calls
 AA/01 Asbestos Documentation
 AA/03 Negative Pressure Units (NPU) Vacuum Units, Hose Attachments and Ducting
 AA/04 Decontamination of Equipment
 AA/08 Waste Disposal

Work area ID	Floortiles & Bitumen
Location	Floors 2,3 14 & 15

Anticipated Exposure Levels

EXPOSURE
Floor Tiles <0.01 f/cc

Work Area Specific Personal and Respiratory Equipment

EQUIPMENT
Safety Footwear
General Purpose Gloves
Cat 3 Type 5/6 Disposable White
Coveralls (Non-Enclosure)
RPE – Half Face Ori-nasel Respirator with P3 filter

Selected RPE and Standard PPE to be worn by all staff at all times when working within the designated area

Is the site area works location contaminated?	No
If yes, will pre-clean be required?	No

White disposable Cat 3, Type 5/6 coveralls and P3 rated ori-nasel half mask

Hygiene Unit

The unit is to be set up and checked that it is fully operational prior to commencing any asbestos related works in accordance with CSP HS/04.

There will be no hygiene unit assigned to the works

Personal Decontamination

PERSONAL DECONTAMINATION
A decontamination zone shall be formed within the exclusion zone. This will be demarcated with red and white barrier tape, with correx laid to the floor and warning notices on display

Respirator Zone or Containment Area Set Up

The site shall be set-up as per drawing and following CSP AA/02 where applicable

CONTAMINANT ZONE SETUP
An exclusion zone will be set up around the work area using red and white barrier tape and warning notices visible to prevent unauthorised access

Respirator Zone or Containment Area Set Up

The site shall be set-up as per drawing and following CSP AA/02 where applicable

CONTAMINANT ZONE SETUP
An exclusion zone will be set up around the work area using red and white barrier tape and warning notices visible to prevent unauthorised access

Temporary Services

WATER	DETAILS
The water supply for the works will be taken from	On site Supply

POWER	DETAILS
The power supply for the works will be taken from	On site Supply

Work Area Specific Isolation Details

ISOLATION	DETAILS (IF OTHER)
N/A	

Access Equipment

ACCESS EQUIPMENT	DETAILS (IF OTHER)
N/A	

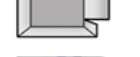
Transit & Waste Routes

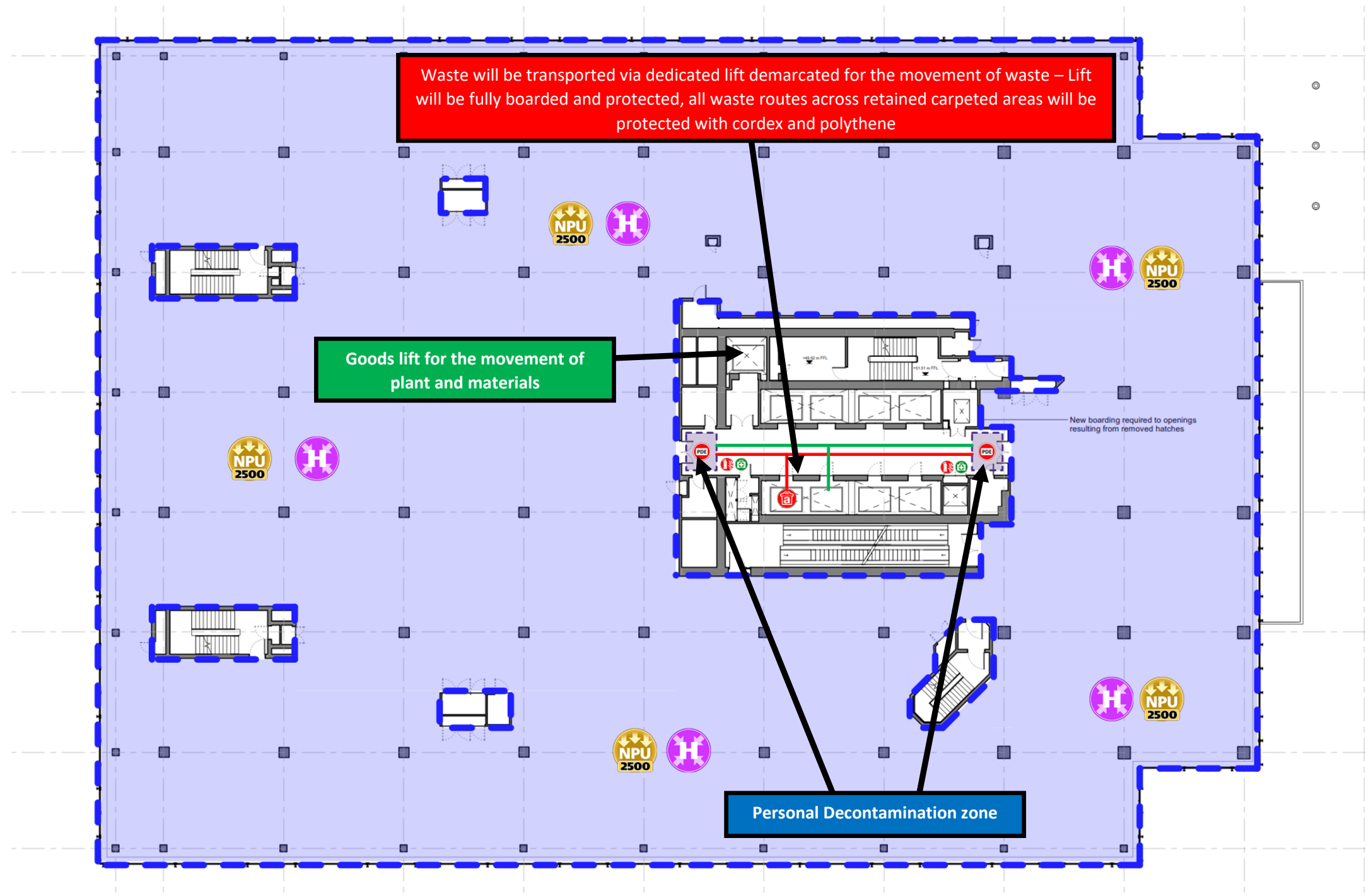
Transit Route	
Internal Surfaces	Carpet
External Surfaces	Concrete
Protection	Cordex & Polyethen
Route Segregated using	Pedestrian Barriers & Barrier Tape
Transit Route Distance	1m
Waste Route	
Internal Surfaces	Carpet
External Surfaces	Concrete
Protection	Cordex & Polythene
Route Segregated using	Pedestrain barriers & Barrier Tape
Waste Route Distance	10m

Waste Movement Details
Waste will be double bagged as per CSPs and loaded into a locakable wheeled bin, waste will then be transported down to ground level via the specfically identified waste lift, once at ground level operatives will take the bin approx 10m to the rear side of the podium to the onsite asbestos waste skip.

LEVEL 2 - RESPIRATOR ZONE PLAN

ASBESTOS WORKS KEY

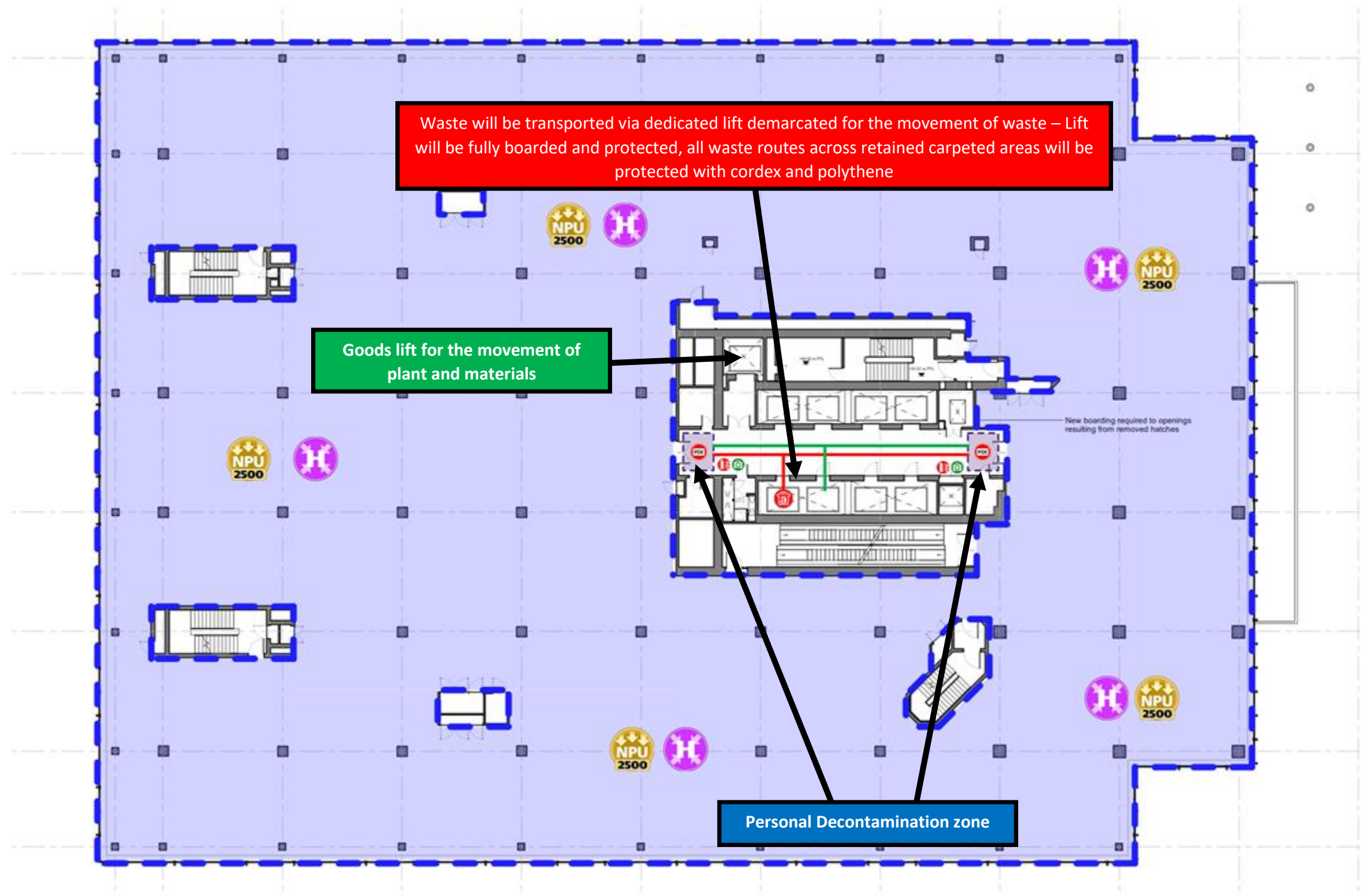
-  Enclosure
-  Baglocks
-  Airlocks
-  Primary Decontamination
-  NPU 2500 - 150
-  Viewing Panel
-  CCTV
-  Transit Route
-  Waste Route
-  H-Type Vacuum
-  Roaming Head
-  Airflow Filter
-  Air Inlet Cube
-  Mobile Hygiene Unit
-  Modular Hygiene Unit
-  Skip
-  Operations Vehicle
-  Water
-  Power
-  Asbestos Waste
-  Dustless Blasting
-  Drain
-  Respirator Zone



LEVEL 3 - RESPIRATOR ZONE PLAN

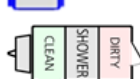
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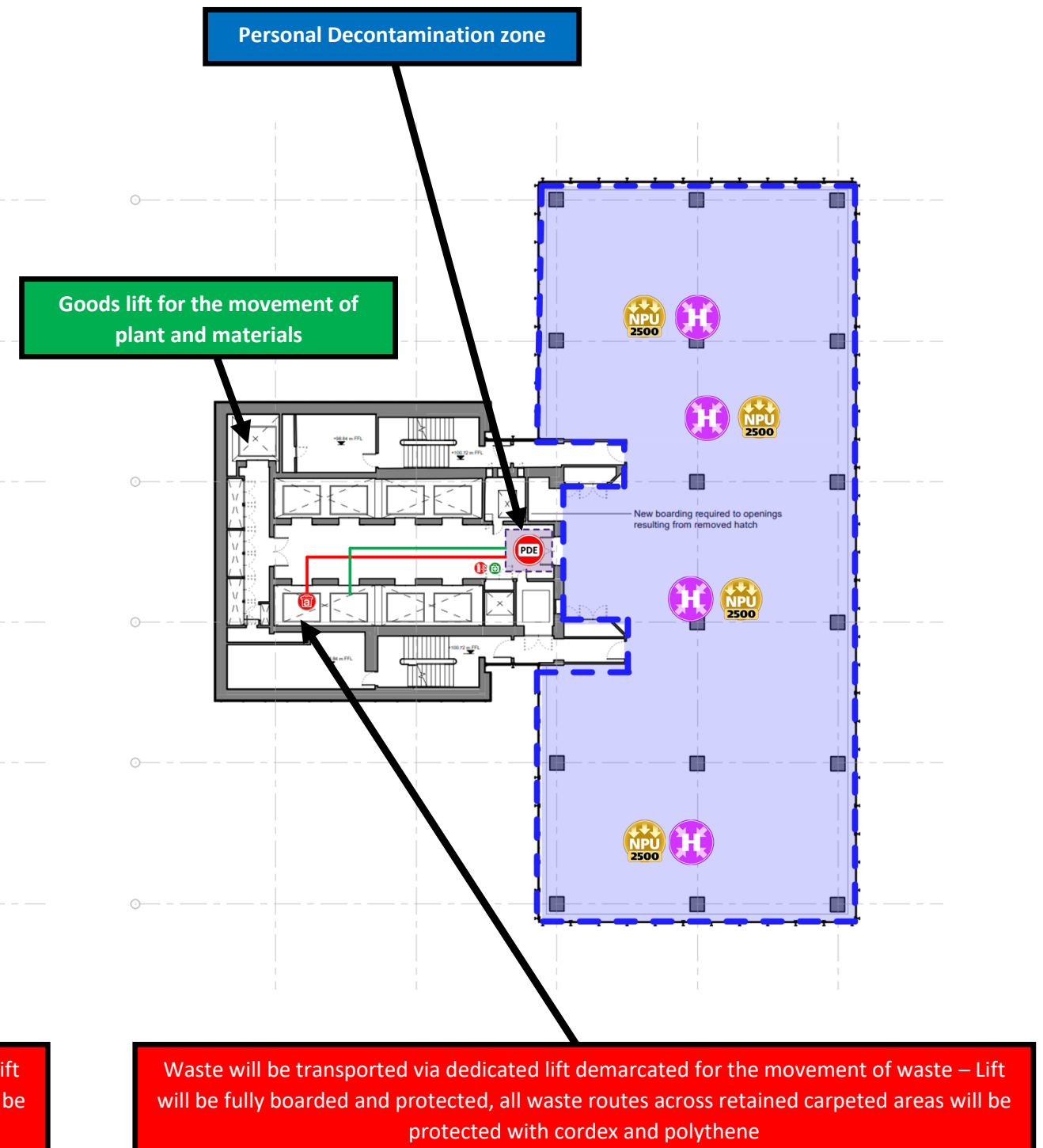
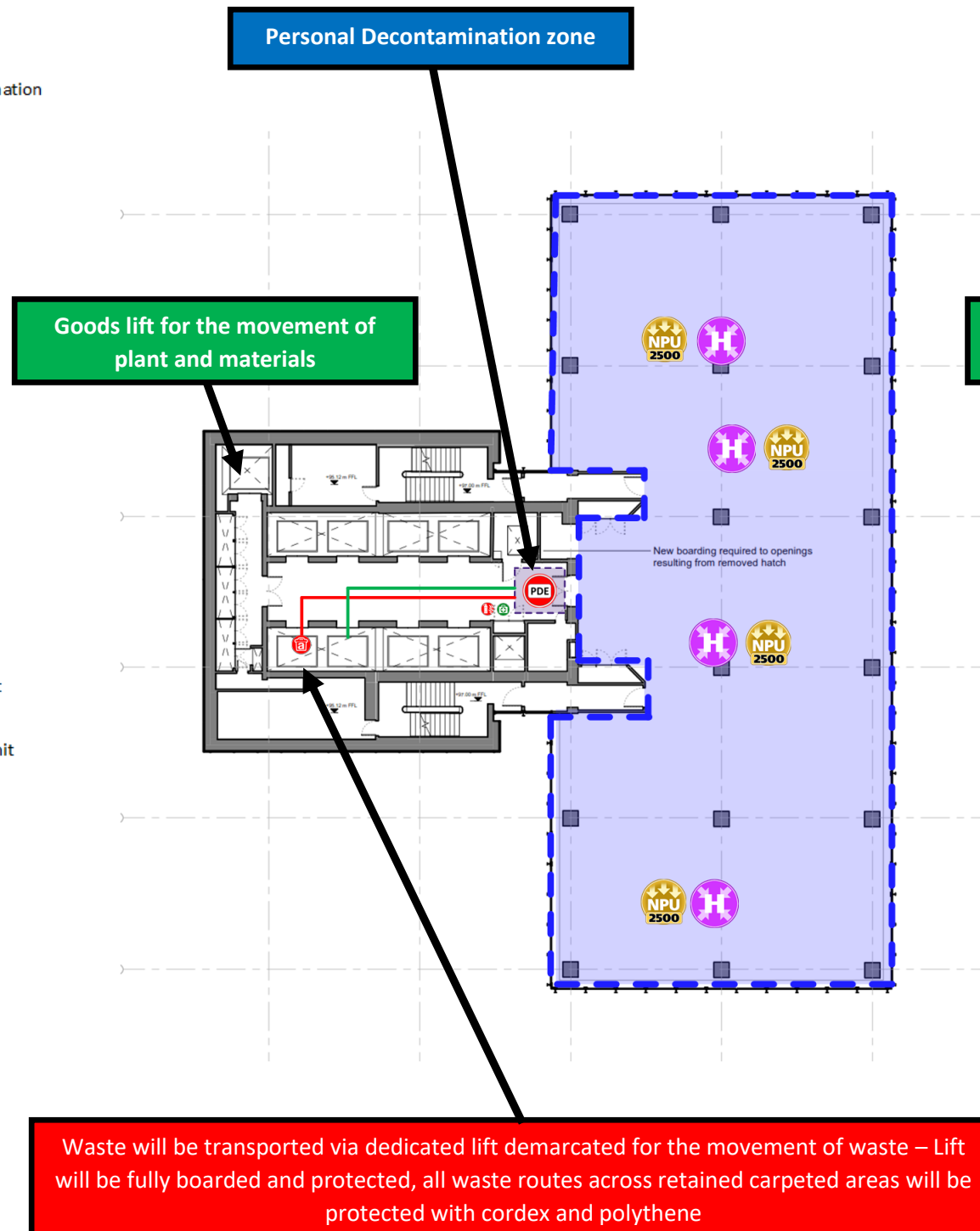
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-  Roaming Head
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-  Air Inlet Cube
-  Mobile Hygiene Unit
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-  Skip
-  Operations Vehicle
-  Water
-  Power
-  Asbestos Waste
-  Dustless Blasting
-  Drain
-  Respirator Zone



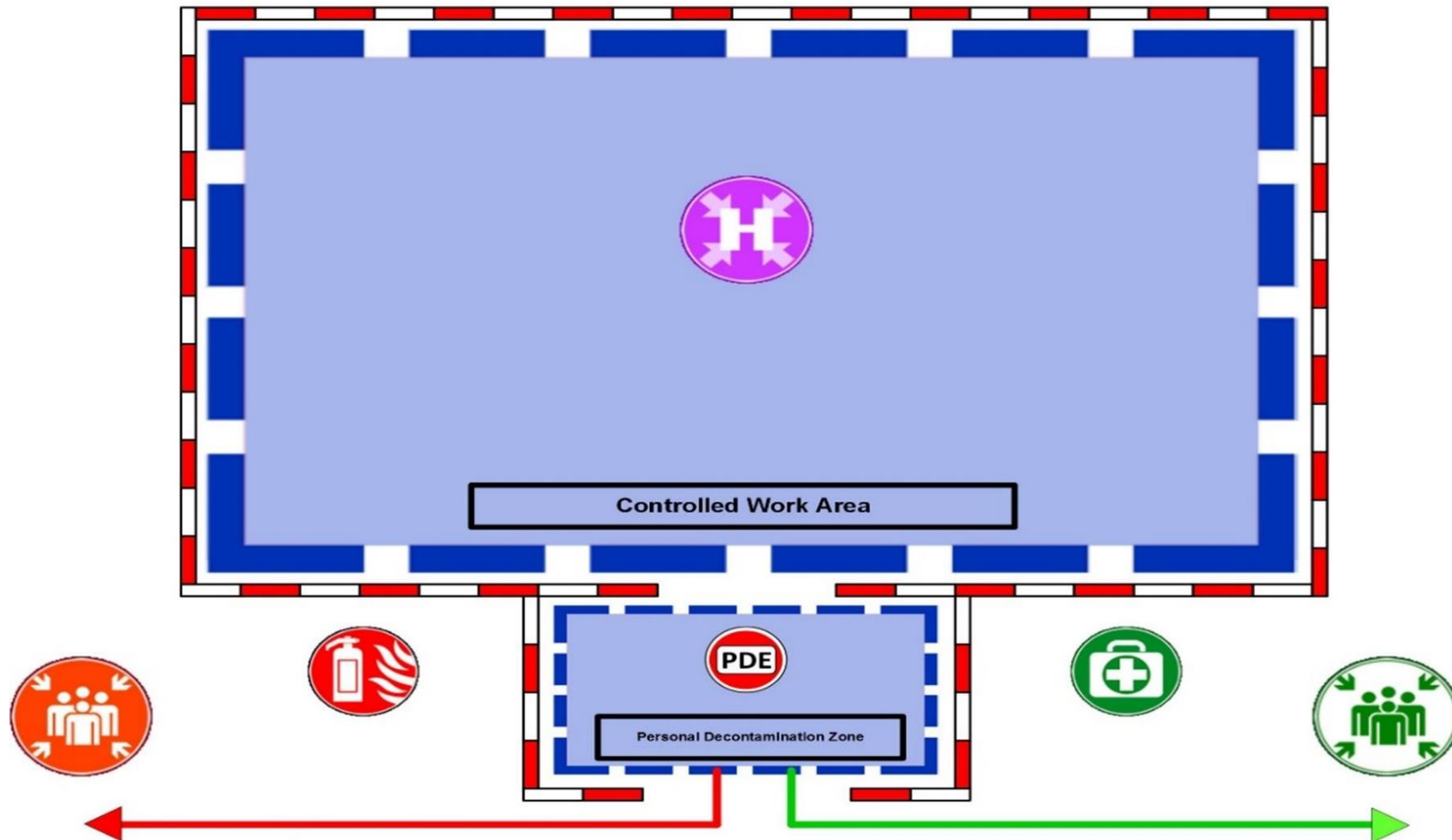
LEVEL 14 & 15 - RESPIRATOR ZONE PLAN

ASBESTOS WORKS KEY

-  Enclosure
-  Baglocks
-  Airlocks
-  Primary Decontamination
-  NPU 2500 - 150
-  Viewing Panel
-  CCTV
-  Transit Route
-  Waste Route
-  H-Type Vacuum
-  Roaming Head
-  Airflow Filter
-  Air Inlet Cube
-  Mobile Hygiene Unit
-  Modular Hygiene Unit
-  Skip
-  Operations Vehicle
-  Water
-  Power
-  Asbestos Waste
-  Dustless Blasting
-  Drain
-  Respirator Zone



Example of Rhodar Exclusion Zone



SCOPE OF WORKS

Works involve the removal of floor tiles and bitumen adhesives

Floortiles and bitumen adhesives found to contain asbestos identified as chrysotile

An exclusion zone will be constructed around the work area, and warning signs put in place to stop unauthorised access as per setup plan.

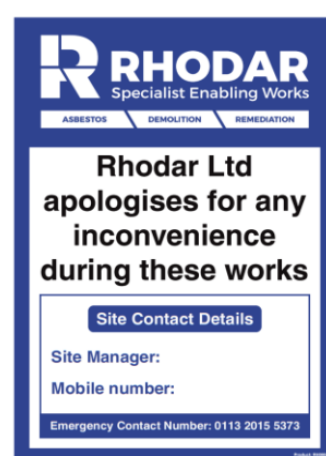
Floortiles will be removed by hand using hand tools i.e. floor mutts & hand scrapers, were required a medium breaker can be used to remove tiles securely adhered ensuring no damage is caused to the floor surface below.

Bitumen adhesives will be removed using a blast track system – blast track to be directly connected to a htype vacuum to provide LEV (Local Exhaust Ventilation) at source, a negative pressure unit will also be positioned at the work face to provide a secondary source of ventilation.

Once removal works completed a full clean will be conducted to ensure all dust and debris are fully removed

SITE SET UP

The site shall be set-up as per drawing and following **CSP AA/02 (page 109)**. An exclusion zone will be set up around the work area using red and white barrier tape and warning notices visible to prevent unauthorised access.



Example: Rhodar Site Signs

ANTICIPATED FIBRE LEVELS

Our anticipated exposure levels are assessed six monthly in line with the results obtained during personal monitoring.

Pre-cleaning of dust and debris that may contain minor/trace amounts of asbestos debris (<0.010 f/ml)

Removal of Asbestos Containing Vinyl Floor Tiles & Plastics (<0.01 f/ml)

HERITAGE PROTECTION METHODS

LIFTS

Rhodar will use 3no lifts for work activates as indicated within the respirator zone plans

Lift 1 – This lift will be for the movement of asbestos waste and will be fully protected as detailed below, lift will also be protected with cordex and polythene sheeting to allow surfaces to be cleaned and air test completed by Socotec post works

Lift 2 – This lift will be for the movement of Rhodar operatives to the work area and will be fully protected as detailed below.

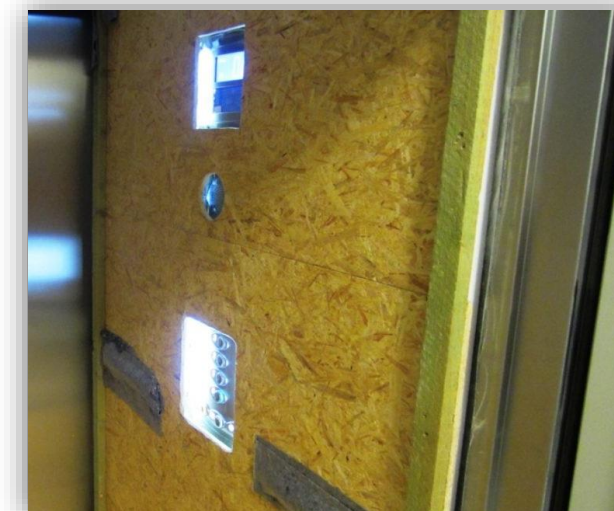
Lift 3 (Goods Lift) - The goods lift will be used for the movement of plant and materials to the work level, the goods lift will be fully protected as detailed below

Lifts will be fully boarded on all sides with non-structural 18mm Ply board



Example: 18mm Ply board

A frame will be constructed and the ply wood fitted to provide a flush surface finish, cut outs will be pre-constructed to provide access to the controls and emergency access panels



Example: Lift Protection with Ply board and pre-made cut-outs

Additional protection will be provided by 5mm cordex sealed to the ply board with cloth tape, were waste is transported the cordex will be further protected with 1000guage polythene to provide a clean wipe able surface that can be cleaned post works.

SKIRTING BOARDS

Were required skirting boards that are being retained will be suitably protected by Rhodar Demolition. (Please Ref: Rhodar soft strip RAMS)



RETAINED WALLS

Retained walls will be suitably protected by Rhodar Demolition (Please Ref: Rhodar soft strip RAMS) – Were walls are present within controlled asbestos working zones the Rhodar asbestos teams will make further provisions for protection.

5mm Cordex will be fixed into position using cloth tape, masking tape will firstly be applied along fix points and cloth tape fixed to the masking tape to ensure when removing cloth tape it does not damage surfaces below.



Example: 5mm Cordex

Further protection will be installed on top of the cordex provided by 1000guage polythene this will be fixed into position using cloth tape, providing a clean surface post asbestos removal works.



Example: 1000guage Blue Polythene

SUB SURFACE FLOORS

Current carpets tiles to work areas are to be removed by Rhodar demolition teams (Please Ref: Rhodar soft strip RAMS) – The asbestos floor tiles below including bitumen adhesives will then be removed as per the method of work detailed below.

Floors will be have the surface face removed to 2mm to ensure all asbestos bitumen adhesives are removed, cable runs will be retained.

Electrical box covers are to be retained as pictured below – these will be retained by the Rhodar Demolition team prior to asbestos removal works.



Example: Electrical Box covers

ORIGINAL FEATURES “WATCH AND BRIEF”

Rhodar Operatives are to be made ware via a toolbox talk that during any removal works if any subsurface original or suspected original features are uncovered works will cease and the area made safe to allow for Heritage to conduct a watch and brief as features are exposed and advise on how to proceed with the removal of suspected Heritage items

RHODAR HOLD POINT

Heritage Items – During removal works all operatives are to be aware that they may uncover original features of the building that we are not currently aware of, this could be original building finishes below the asbestos tiles to be removed – if any suspected heritage items are discovered, operatives will cease works, make safe and if required obtain a reassurance air test conducted by Socotec – this will then allow Heritage to enter the location and review the discovered items

TOOLBOX TALK TO BE UNDERSTOOD AND SIGNED BY ALL OPERTAIVES BEFORE PROCEEDING FURTHER WITH WORKS

EMERGENCY PROCEDURES

The site supervisor will liaise with the appropriate representative where applicable, and will ensure that all operatives on site are aware of the site specific fire exits and fire escape routes and existing site hazards

On hearing the fire alarm (continuous bell ring and/or air horns) leave the work area immediately and leave the building by the nearest available exit highlighted on the Plan of Work drawing.

AFFF fire extinguisher to be placed outside the air lock/enclosure. Two First Aid Kits will be on site at all times at the work area and in the vehicle.

Please Note: Emergency Response may be delayed due to the ongoing covid-19 epidemic

WELFARE

Rhodar welfare will be located in the Basement 2 rest area

Welfare will include a suitable seating area, hot and cold running water, toilet facilities and facilities for warming food.

Due to the current COVID-19 situation breaks will be staggered and social distancing measures maintained – as per Rhodar site procedures document V3

The welfare facilities are for the use by Rhodar teams and other onsite contractors, Rhodar operatives are advised to bring their own cutlery and cups – Microwaves and kettles can be used by all.

Hand sanitizers are situated inside the welfare unit and are to be used on entry and exit – disinfectant sprays and wipes will be located internally and operatives should ensure all surfaces are wiped clean following there use – used wipes and towels to be disposed of in bins provided

PERSONAL DECONTAMINATION

1. Within the exclusion zone a decontamination zone shall be formed. This will be demarcated with red and white barrier tape and warning notices on display.
2. A Rhodar Hygiene Station including a bucket/sponge and H-Type vac shall be sited within decontamination zone for decontamination purposes. This will include vacuuming dusts from overalls and wiping down half face respirators.



Example: Rhodar Hygiene Station

Carpets within the personal decontamination zone will be protected with cordex, any waste routes will also be protected with cordex, this will be tape down to avoid tripping, were cordex is laid on items to be retained masking tape will firstly be laid prior to cloth tape to ensure no sticky residues are left over.

RHODAR HOLD POINT

Once setup works are completed, the supervisor is to again fully brief the operatives on the task, the specific removal method, and specific waste routes. This will be addressed via a toolbox talk.

TOOLBOX TALK TO BE UNDERSTOOD AND SIGNED BY ALL OPERATIVES BEFORE PROCEEDING FURTHER WITH WORKS

METHOD OF WORK – REMOVAL OF FLOORTILES & BITUMEN

1. The operative will carry out the works in a half face mask, white overalls and steel toe cap safety boots.



Example: Rhodar operative ready to enter exclusion zone

2. Operatives wearing white type 5/6 coveralls, half face Respirator and standard gloves will enter the work area and commence with the removal of floor tiles.
3. Hand tools will be used i.e. a long handled scraper. The scraper is to be placed into the joints between the tiles and gently lifted to minimise breakage. Fibre suppressant will be continuously sprayed under the tiles during the process of removal.
4. The debris can then be cleared by hand shovel and bagged - Max 4 hand shovels per bag to maintain a suitable weight. Waste materials produced will be placed directly into clear asbestos waste bags and sealed with 75mm poly cloth tape.

If required, operatives may use a small breaker with floor attachment to remove stubborn areas - see below HAV and noise assessments for the power tool.

HAND ARM VIBRATION CONTROL MEASURE FOR BREAKER

The equipment that has been assessed for use on this site is the Hilti TE 585AVR breaker for the removal of floor coverings.

Based on the breaker instruction manual the vibration emission is no more than 10.1m/s² an assessment completed by the contracts manager using the HSE hand arm vibration calculator this piece of equipment can be used for a maximum of 29 minutes trigger time per day.

The site supervisor will take into account the actual trigger time applied during any combined period of use ensuring the maximum time is not exceeded. For this piece of equipment you must not exceed a trigger time of 5 minutes in any one session. Once you have used this piece of equipment for the time specified you must revert to other duties and rotate if necessary the piece of equipment.

Records of any noise and HAV monitoring undertaken will be kept on site by the supervisor and recorded on the noise and vibration exposure record form.

NOISE CONTROL MEASURE FOR BREAKER

Based on previous noise assessment data we anticipate the noise levels within the enclosure to be no more than 104 dB (A).

Ear protection zones shall be marked with notices as far as is reasonably practicable; workers who enter the work area will wear ear defenders (SNR 33).

Site staff that are working within 4m of the breaker equipment outside the work area shall also wear ear plugs, based on previous noise monitoring data we anticipate a maximum exposure level of 80 d B (A) whilst working within 4 metres of the equipment outside the enclosure.



Hearing protector selection

You can use this method if you know the C-weighted noise levels

Data on the hearing protector

SNR

Noise levels

C-weighted noise level, L_c dB

Calculated level at the ear according to BS EN ISO 4869-2:1995 ($a=1$) 71 dB

Select a protector so that daily exposure is reduced to at least below 85 dB ideally, aim for between 80 and 75 at the ear. Avoid protectors resulting in less than 70 dB at the ear - this is 'over-protection' (see BS EN 458:2004).

Colour codes:

Protector gives adequate protection, and does not 'over-protect'
Protector does not give adequate protection, or it 'over-protects'

5. Waste bags will then be cleaned externally and double bagged into a second clear bag, wiped down then transported to the onsite skip via a lockable wheelie bin in accordance with **CSP AA/08 (page 136)**. Operative will utilise the lift to take the waste to ground level and transport to the skip.
6. Once the floor tiles have been removed, the team will remove the bitumen adhesives using a 415v DFG 250 Floor grinder with an S3B dust collector directly attached to ensure dustless removal.



7. Operatives are to wear hearing protection due to the noise reaching 87db, the dust collector will be fitted with a red bag attached to contain the bitumen once removed – once the machine bag is full the red bag will be removed and double bagged ready for disposal as asbestos waste.
8. Operatives will continue this process until all bitumen adhesives are removed.
9. Once complete operatives will complete a fine clean of the entire area including any protective sheeting and surfaces using tak rags and H-type vacuums.
10. The Supervisor will then conduct a thorough visual of the work area minimum of 20 minutes.
11. A reassurance airtest will then be conducted by the clients appointed analytical consultant (Socotec) prior to the removal of respirator zones and segregations

On completion a post remediation checklist should be completed by the supervisor covering all areas of work.



15.0 - Risk Scoring Matrix

Site Job Number: 1.0 Assessor Name: Donavan Slee

Assessor Signature:

Date: 13/10/2020 Verifier Name: Adam Howard

Verifier Signature:

Risk Rating Categories & Scoring Matrix. (Assessment to be completed in line with HSEQMS Section No. 20 Risk Assessment)

LIKELIHOOD		Loss, accident or illness could occur under freak conditions. The situation is well managed and all reasonable steps have been taken. Ideally this should represent normal operations.	The situation is well managed. However occasional lapses will occur. This also applies to situations where people are required to behave in a safe manner and are well trained with documentation in place.	Controls in place but loss may likely during normal operation due to emergencies or non-routine events, where unsafe conditions are not controlled or unsafe acts are unchallenged.	Serious failures in management controls. The effects of human behaviour or other factors could cause and accident but it is unlikely without other unsafe conditions present.	Absence of any Management Controls. If conditions remain unchanged there is an almost 100% certainty that an accident will occur.
SEVERITY		1	2	3	4	5
Near miss or minor property damage	1	1	2	3	4	5
Causing significant injuries (cuts, sprains, bruises e.g. First aid case)	2	2	4	6	8	10
Causing temporary disability (Lost Work Day Case / Lost Time Accident, fractures etc.)	3	3	6	9	12	15
Causing permanent disability or long life latency health risk (e.g. loss of limb, sight or hearing, industrial diseases)	4	4	8	12	16	20
Causing death to one or more people. Loss or damage is such that it could cause serious business disruption (major fire, explosion or structural damage)	5	5	10	15	20	20

NB. Select values for Severity (S) and Likelihood (L) according to risk and add values to related columns found in assessment tables. S x L = Risk Rating.

Activity	Significant Hazard/Risk Include environmental risks & any residual risks identified by designers.	Severity - S	Likelihood - L	Risk - S * L = ?	Persons at Risk =				Control Measures Actions required to eliminate, substitute, reduce, or control risks.	S	L	Risk	Action To Be Taken By
					Site Team	Public	Subcontractor	Other					
Working with an ACM (non-enclosure works)	Exposure to Asbestos: Spread of asbestos Hazardous waste	5	4	20		##			All works will be carried out in accordance to the plan of works and RHODAR standard procedures to reduce the air borne fibre level. All operatives will be wearing the appropriate RPE throughout the works as identified within the plan of works Sprays of fibre suppressant to be utilised. RPE/PPE Full / part time reassurance/ leak testing Personnel monitoring Respirator zone segregation Double bag waste to secure and dispose in line with waste management processes	5	2	10	Supervisor
General Works	Injury to eyes Exposure to COSHH substance(s) Injury to hands Contact with Sharps	3	3	9					Safety glasses / goggles to be worn for the duration of the works. COSHH controls to be applied, including wearing of gloves as required for work with substance hazardous to health. Gloves to be worn for duration of the works. Cloth/Grip Glove (General Purpose)	3	1	3	Supervisor
Use of Hand Tools	Contact with sharp edges resulting from failure of hand tools i.e. loose heads, handles etc. Contact with blade of open bladed tools whilst cutting and shaping visqueen sheeting for formation of enclosures Contact with scraper of bladed scrapers removing textured coatings	4	3	12		##			Supervisor to ensure that the correct tools are being used for the tasks. Use scissors/safety knives with concealed blades and safety bladed hand tools where possible All open bladed knives in use to have re-tractable blades Visual inspection of equipment prior to use ensuring defective tools withdrawn from service All blades on open bladed knives to be retracted when not in use Users to wear gloves wear possible to reduce risk from injury Bladed scrapers to have blades removed when scrapers not in use Cuts to be made away from user	4	2	8	Supervisor
Manual handling	Removal of Waste / risk of dropping / spill / litter Handling of Plant and materials	4	3	12					All waste will be removed using appropriately signed bags and will be loaded to a manageable weight for the individual, assessed by competent persons. Carrying of plant to be a two man operation Use of rubble trucks/wheelie bins/stair trolleys or other carrying equipment to be used. Housekeeping, double bag and clean up process	4	2	8	Supervisor

Use of breaker	Electric shock, electrocution or other electrical hazards Noise see also Appendix – Noise assessment Vibration - see also Appendix – HAVS assessment	5	4	20	✓##				Visual inspection of equipment and leads prior to use for exposed cables or damage to equipment. All electrical cabling to be isolated and certificates issued by client. Plant to be serviced and recorded electrical inspection and test every six months (if hired certificate of inspection to be with equipment) Tools maintained in good working condition Low noise equipment to be used and ear protection to be worn when identified by the equipment manufacturers. Eye protection to be worn. (High impact goggles or full face Sabre Phantom powered respirator) Debris to be removed from enclosure as work progresses to prevent build-up of waste along with providing periods of rest from using equipment. Breakers to be maximum of 110 volt Vibration measurement of medium duty breakers (worst case scenario) is 10 m/s ² allowing 30 minutes trigger time per day to reach Exposure Action Value and 2 hours per day (10 per week) to reach Exposure Limit Value. Supervisor to monitor and record exposure times to ensure Action value is worked to and employing task rotation where applicable.	5	2	10	Supervisor
Use Of Blastrac Floor Grinder	Electricity Supply 3 Phase Rotary Blade Inspection Slips, Trips, Falls Manual Handling	5	4	20					Only fully trained competent operatives are to operate this equipment Phase distribution board or transformer must be visually inspected for and tested including testing all trip switches and isolators prior to connection. All 3 phase leads must be visually inspected including connectors prior to use. Whilst the grinder is still isolated and in the raised position, the rotary cutting blade must be inspected also ensuring bolts checked as present and tight prior to use. The floor grinder must always be positioned near to the work area and placed on the blade lifted stand. The machine must be tested as live prior to connecting the vacuum hose. On confirmation of the power connection the grinder must be isolated whilst the vacuum hose is connected. The 3 phase lead should then be tie-wrapped to the vacuum hose to prevent entanglement or trips by operatives. Floor grinder weight is 148kg and an assessment of access to the work area must be completed prior to any operation. The floor-grinder is a minimum two man manoeuvre on a level accessible access area using the factory fitted handles and blade housing handles. If the machine has to be lifted then an assessment of the site conditions and compatibility of the operatives will have to be completed by trained operatives and it is recommended to be a minimum four man lift. - add site specific assessment controls here	5	2	10	Supervisor

General Activities –interaction with others	Coronaviruses are common across the world. Typical symptoms of coronavirus include fever and a cough that may progress to a severe pneumonia causing shortness of breath and breathing difficulties.) Can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease.	5	5	25	✓##	✓##	✓##		Always carry tissues and use them to catch coughs and sneezes Dispose of tissues in waste bins immediately following use Wash hands regularly using soap and water Alternatively use sanitizer gel regularly Avoid touching face especially around mouth, nose and eyes unless hands have been sanitised Avoid close contact with other people as much as possible, especially those displaying symptoms – as one would with other flu viruses. Germs can live on surfaces for several hours or longer. Disinfect work surfaces, rest room tables etc regularly The use of disposable respirators is not recommended as any benefits are not been fully determined.	5	2	10	
Slips, Trips & Falls	Slips and Trips Loose leads Poor house keeping Chemical spillage Uneven floors	4	3	12	✓	✓	✓		The surrounding area to the work site is to be kept clear of excess materials, well lit & all staff will wear safety shoes. Any potential trip hazards will be removed or highlighted if they can't be removed. Clean any spillage immediately. All cables to be elevated where possible and taped. Tape cables crossing the floors. Cover floors with cordex/boards Use spill kit to clean up.	4	1	4	Supervisor
Vehicle / Plant Movement	RHODAR staff and other site personnel coming into contact with the vehicle Leaks / spills of oil	5	3	15	✓##	✓##	✓##		Vehicle reversing activities are to be avoided wherever possible. Where reversing activities are unavoidable particularly whilst manoeuvring decontamination units / vehicle movement will be supervised by the Site Supervisor or a banks man. Follow site traffic routes at all times. Operatives are to keep to designated walkway routes at all times. Cross roads at designated points only. Vehicles must be parked in a manner that does not cause obstruction to other vehicles or pedestrians. Do not use mobile phones whilst driving Vehicle and pedestrian routes to be segregated. All staff working outside including contractors will wear hi-visibility clothing. A competent (only if has banksman training) / designated operative to be appointed by the client to act as banksman during all vehicle movements. Use spill kit to clean up spills.	5	1	5	Supervisor

Standard Site Manual Handling Operations

MANUAL HANDLING

MH-001 - Lifting and Moving 10kva Transformers
 MH-003 – Un/Loading Wheeled Bins With Bagged Asbestos
 MH-007 – Lifting and Handling 110v Site Distribution Boards
 MH-013 – Lifting and Handling Negative Pressure Units NPU 1500
 MH-019 – Lifting, Handling and Carrying Paints, Liquids and Chemicals up to 20kgs / 20ltrs
 MH-021 – Lifting, Handling and Carrying Boxed Items up to 20 kgs
 MH-023 – Lifting, Handling and Carrying Power Tools up to 10 kgs
 MH-025 – Lifting, Handling and Carrying the 25 kg Power Breaker
 MH-027 – Lifting, Handling and Carrying Bagged Items up to 25 kgs
 MH-030 – Lifting, Handling and Carrying Mac Vac's

Specific Site Manual Handling Operations

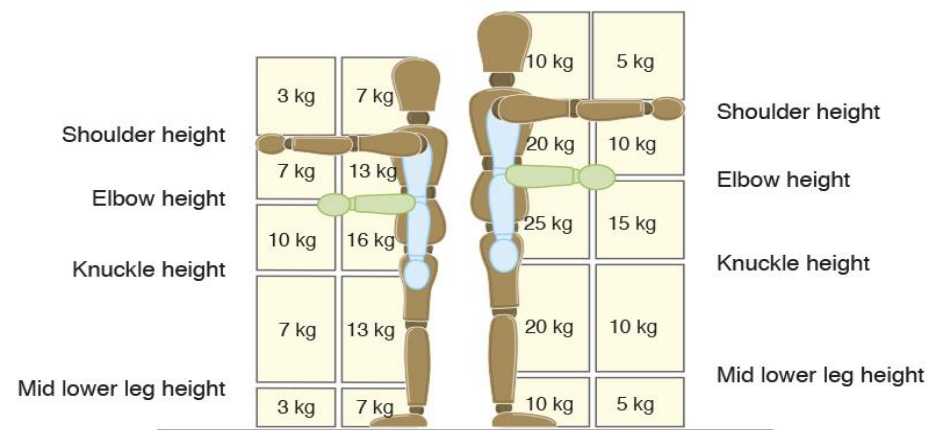
Category	Item	Length	Width	Depth	Weight	Lift (If applicable)	Control Measures	Distance if Transfer	Staircare Required	Transfer Control Measures

Manual Handling Guidance

Principles of Safe Lifting Practice

Take Two - Carry out a self assessment of each load

- Think about the load, does it need carrying, or can a trolley or other equipment be used instead?
- Think about what you are going to do before you do it:
- Where is the load going?
- Does it need more than one person to lift safely?
- Is there enough room? How can you avoid having to twist when lifting or putting the load down?
- Think about you, are you dressed for the job?
- Tight clothing can restrict movement.
- Do you have a health problem that might make you vulnerable to injury?
- If you are not sure of how heavy a load is, test it out before you try to lift it. Gently rock the load to test the weight and its distribution
- Remove any obstructions/tripping hazards from the route
- Work out where and how to take a rest if moving a heavy load over a long distance
- Are there any sharp edges? If so, then you may need to wear gloves to protect yourself
- If load is too bulky, look at ways in which to break it down



Lifting Technique

- Place your feet apart to make a stable base for lifting.
- Placing one leg forward in front of the other will help improve balance and control.
- If you have to reach out to the load, try sliding it towards you before attempting to lift it. If lifting from a low height, bend your knees, NOT your back.
- Stand correctly, keeping your back straight and your chin tucked in.
- Keep your shoulders level and facing the same direction as your hips.
- Lift smoothly, avoiding jerking movements.
- Lift your head first – your back then straightens automatically.
- Grip the load with your palms, rather than just your fingers – If you need to change your grip, rest the load first.
- Keep your arms close to your body to help support the load.
- Do not allow the load to obstruct your view – seek assistance if it is too large.

Moving the Load

- When carrying, keep the load as close to the body as possible.
- Keep the heaviest side of the load closest to your body.
- When pulling or pushing, use your body weight to move the load – if possible, let the momentum of the load do some of the work e.g. when pushing trolleys.
- When pulling, keep your back straight and your arms as close to your body centre line as possible.
- Avoid twisting your body when turning.

All manual movement of items and materials will be undertaken in accordance with the manual handling assessment utilising manual handling aids where specified. Where items are designated for manual handling operatives are to notify the site supervisor in the event there are not comfortable with either the weight or dimensions of a load in question where the supervisor will undertake a review of the assessment and implement additional controls and procedures or assign more suitable resource to the task.

Appendix B - Hand Arm Vibration & Noise Assessment

HAV and Noise Assessment

Tool or Equipment Type	Tool Manufacturer	Model	Vibration Magnitude m/s ² r.m.s	Exposure points per hour	Exposure points per minute	Time to reach EAV 2.5m/s ² A (8)		Time to reach ELV 2.5m/s ² A (8)		Noise Level (db)	Assigned Hearing Protection SNR25 Ear Plugs	Assigned Hearing Protection SNR37 Ear Defenders
						Hours	Minutes	Hours	Minutes			
Medium Duty Breaker	Hilti	TE585 - AVR	10.1	204.0	3.40	0	29	1	58	94	✓	✓
Floor Grinder	Blastrac	BGS-250A	1.9	7.4	0.12	13	25	53	42	90	✓	✓

All works involving exposure to Noise and Vibration to be carried out in conjunction with CSP HS/13

The above equipment has been selected and assessed for use on this project. Operatives will use the assessed equipment to carry out activities as detailed in the plan of work in rotation, working to the Exposure Action Value, exposure will be pro-rata where multiple tools are used in a session to ensure 100 exposure points are not exceeded before taking the required break. Works will take place in a series of 4 sessions within an 8 hour shift working to a maximum usage of the Exposure Limit Value where a single tool is used or 400 exposure point where multiple tools are used and where it is not possible to reasonably undertake the task working to the Exposure Action Value.

The site supervisor will take into account the actual trigger time applied during any combined period of use ensuring the maximum time is not exceeded.

Ear protection zones will be formed and shall be marked with warning signs and notices as far as is reasonably practicable, workers who enter the enclosures or designated zones will wear the assigned ear protection at all times whilst in the zones.

Records of any noise and HAV monitoring undertaken will be kept on site by the supervisor and recorded on the noise and vibration exposure record form.