KG Constructions Group UAB Berzu g. 14, Jadvygiskes, LT-14258 Vilnius reg., Lietuva

KGC Facades UK Ltd
Studio 311, Metal Box Factory 30
Great Guildford Street, London,
SE1 0HS

info@kgcgroup.com
www.kgcgroup.com

Project

One Medlock Street PBSA, Block B, Manchester (UK)

No.: 0711-23

Project Quality, Health and Safety and Environmental Plan

Report number revision

P644-KGC-XX-XX-HS-X-HS001 C01



Document Verification

Revision	Description	Prepared by	Approved by	Date
C01	First issue – For Information	V. Vepstaite	W. Crewe	23/6/2025

Project Details and Contacts

Project Name:	**One Medlock Street PBSA**		
Address:	**Block B, Manchester (UK)**		
Client:	**HG Construction Ltd**		
KGC Job No.	**0711-23**		
KGC Project Director	**William Crewe**	**Email**	**william.crewe@kgcgroup.com**
		Telephone	**+44 (0) 7714766732**
KGC Project Manager	**Vilte Vepstaite**	**Email**	**vilte.vepstaite@kgcgroup.com**
		Telephone	**+44 (0) 7523 271 564**
KGC Installation Manager	**TBC**	**Email**	
		Telephone	
Façade installation Subcontractor	**TBC**		
Subcontractor point of contact on site (1)		**Email**	
		Telephone	
Subcontractor point of contact on site (2)			
Other subcontractors	**TBC**		
Contact person		**Email**	
Scope of work		**Telephone**	
Other subcontractors			
Contact person			
Scope of work		**Telephone**	

Contents

1. **Introduction**
2. **Document Structure**
3. **Responsibility**
   a) CDM
   b) The KGC Project Manager (PM)
   c) The KGC Installation Manager (IM)
   d) Head Office Management Teams
   e) Installation Subcontractor
4. **Planning**
   a) Health, Safety and Environment
   b) Quality
5. **Training and awareness**
6. **Arrangements for Controlling Significant Safety & Health Risks**
7. **Health Hygiene and Enviromental Risks**
8. **Documents**
9. **Audits**
10. **Improvement**

1. Introduction

This project quality, health and safety and environmental plan (QHSEP) describes the KGC (UK) approach to the management of:

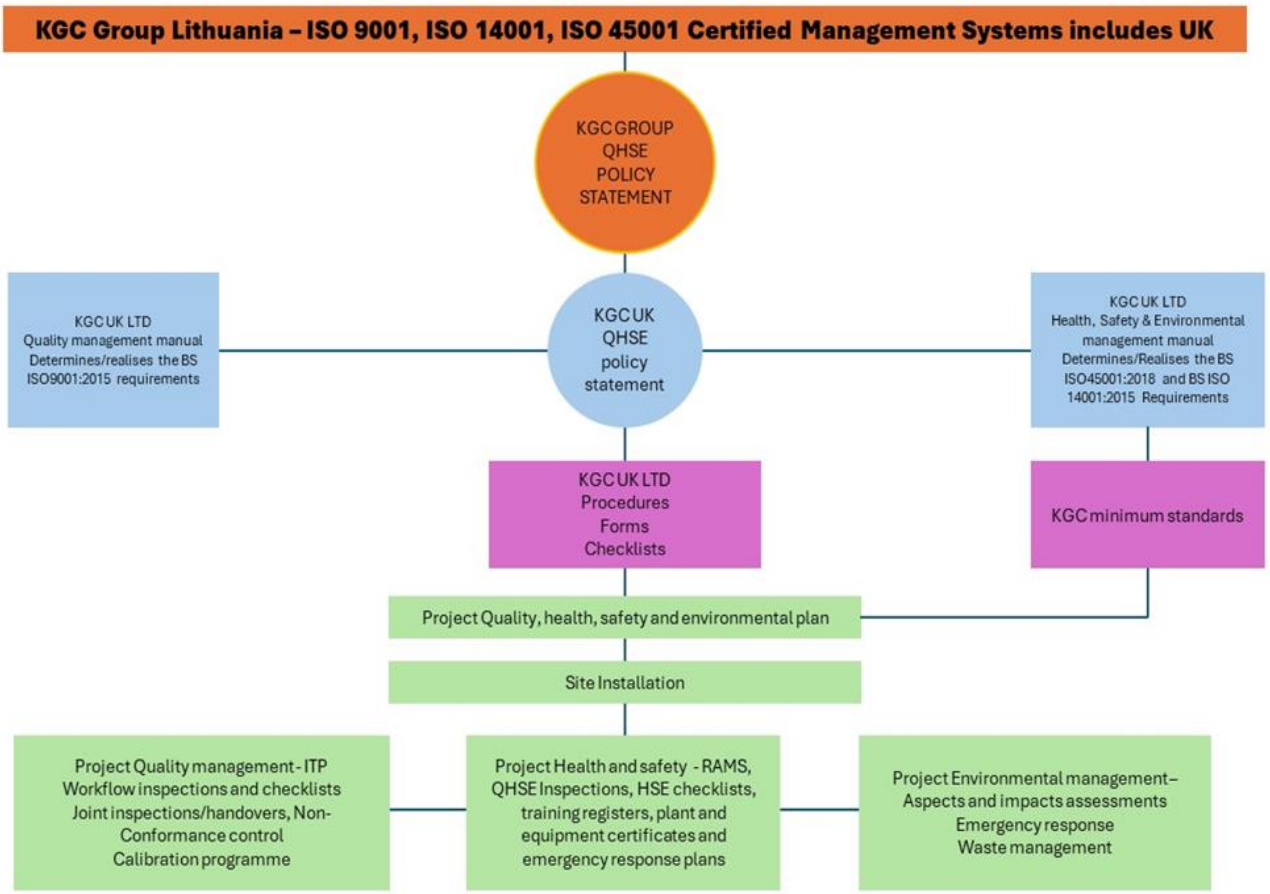
- Health and safety;
- Quality;
- Environment.

During the façade installation phase of the One Medlock Street PBSA Project

The QHSEMP applies to all installation related aspects of the project

The QHSEMP is intended to provide KGC (UK) staff with the relevant information and references and will be used in conjunction with the supporting KGC QHSE management system.

2. Document Structure



KGC maintains a quality, health and safety and environmental management system (QHSEMS) based on the following standards:

ISO 45001:2018	Occupational health and Safety management Systems, requirements with guidance for use
ISO 9001:2015	Quality system systems, requirements
ISO 14001:2015	Environmental management systems, requirements with guidance for use

The QHSEMP has been established to provide a robust basis to ensure compliance to our related QHSE policies and procedures with the priority being that our works are carried out safely without causing injury or harm to workers or any others that may be affected by our operations whilst providing a lean process designed to reduce unnecessary paperwork and administration on site.

3. Responsibility

All KGC staff has received appropriate training in respect to their responsibilities relating to the installation activities under the contract works.

a) **Roles and Responsibilities CDM Regulations**

- The Client https://www.hse.gov.uk/construction/cdm/2015/commercial-clients.htm
- The Principal Contractor https://www.hse.gov.uk/construction/cdm/2015/principal-contractors.htm
- The Principal Designer - https://www.hse.gov.uk/construction/cdm/2015/principal-designers.htm
- The Contractor https://www.hse.gov.uk/construction/cdm/2015/contractors.htm
- Workers https://www.hse.gov.uk/construction/cdm/2015/workers.htm
- HSE Summary of duties under Construction

CDM Dutyholders* – Who are they?	**Main duties – What they need to do**
Commercial clients – Organisations or individuals for whom a construction project is carried out that is done as part of a business.	Make suitable arrangements for managing a project, including making sure: ▪ other dutyholders are appointed as appropriate ▪ sufficient time and resources are allocated Make sure: ▪ relevant information is prepared and provided to other dutyholders ▪ the principal designer and principal contractor carry out their duties ▪ welfare facilities are provided
Designers - Organisations or individuals who as part of a business, prepare or modify designs for a building, product or system relating to construction work.	When preparing or modifying designs, eliminate, reduce or control foreseeable risks that may arise during: ▪ construction ▪ the maintenance and use of a building once it is built Provide information to other members of the project team to help them fulfil their duties.

Principal designers - Designers appointed by the client in projects involving more than one contractor. They can be an organisation or an individual with sufficient knowledge, experience and ability to carry out the role.	Plan, manage, monitor and coordinate health and safety in the pre-construction phase of a project. This includes: ▪ identifying, eliminating or controlling foreseeable risks ▪ ensuring designers carry out their duties Prepare and provide relevant information to other dutyholders. Liaise with the principal contractor to help in the planning, management, monitoring and coordination of the construction phase.
Principal contractors – Contractors appointed by the client to coordinate the construction phase of a project where it involves more than one contractor.	Plan, manage, monitor and coordinate health and safety in the construction phase of a project. This includes: ▪ liaising with the client and principal designer ▪ preparing the construction phase plan (PDF) ▪ organising cooperation between contractors and coordinating their work Make sure: ▪ suitable site inductions are provided ▪ reasonable steps are taken to prevent unauthorised access ▪ workers are consulted and engaged in securing their health and safety ▪ welfare facilities are provided
Contractors – Those who carry out the actual construction work, contractors can be an individual or a company.	Plan, manage and monitor construction work under their control so it is carried out without risks to health and safety. For projects involving more than one contractor, coordinate their activities with others in the project team – in particular, comply with directions given to them by the principal designer or principal contractor. For single contractor projects, prepare a construction phase plan (PDF) .
Workers – Those working for or under the control of contractors on a construction site.	Workers must: ▪ be consulted about matters which affect their health, safety and welfare ▪ take care of their own health and safety, and of others who might be affected by their actions ▪ report anything they see which is likely to endanger either their own or others' health and safety ▪ cooperate with their employer, fellow workers, contractors and other dutyholders

b) **The KGC Project Director** (PD) (not limited to:)

- Championing QHSE and ensuring as far as is reasonably practicable compliance to all requirements including, legal, CDM, contractual, KGC policies;
- Designated Individual (TW)
- Where required, the PD will support the PM and other PT members during the project Phases
- Lead the Start of the Project Management process
- Organises with the PM, the KOM for the project and attends the Project Meetings
- Support in key meetings with Consultants, Legal authorities and client project teams for critical matters.
- Intervene in severe and reoccurring QHSE issues
- Supports near miss / incident investigation and reporting
- Work conform the KGC Minimum standards preconstruction & construction

c) **The KGC Project Manager** (PM)

Responsible for the day-to-day management of the project including but not limited to:

- Championing QHSE and ensuring as far as is reasonably practicable compliance to all requirements including, legal, CDM, contractual, KGC policies;
- Temporary Works Coordinator
- Contract and client coordination;
- Commercial;
- Programme and material call-off;
- Coordinating procurement requirements with KGC (LT) (design and production) and/or head office procurement team;
- Coordination with KGC (LT) on general commercial issues.
- Work conform the KGC Minimum standards preconstruction & construction

d) **The Installation Manager** (IM)

Responsible for the day-to-day management of installation activities including but not limited to:

- Championing QHSE and ensuring as far as is reasonably practicable compliance to all requirements including, legal, CDM, contractual, KGC policies, subcontractor approved RAMs;
- Temporary Works Supervisor
- Ensuring that any required documentation is generated and externally approved (where contractually required) prior to commencement of works;
- Day to day management and coordination of site installation teams;
- Coordination with the respective client representatives as required;
- Monitoring and measuring installation progress against targets;
- Coordinating with Pre-Construction Manager on relation to programme, design, delivery requirements and other matters;
- Environmental management and implementation of the aspects and impacts register.
- Managing / coordination site logistics
- Work conform the KGC Minimum standards preconstruction & construction

e) **Head Office Management Teams** (inclusive Project Director)

The KGC Head office resources will provide any necessary support to the project teams including:

- Health and safety
- Quality management
- Environmental management
- Legal;
- Commercial;
- Technical;
- Procurement;

f) Installation Subcontractor

The site installation subcontractors and other site subcontractors are responsible for

- Compliance to all requirements including, legal, contractual, KGC policies, approved RAMs;
- Cooperating with KGC and reporting QHSE and other data in accordance with the subcontract agreement;
- Highlighting any QHSE or other concerns and seeking resolution prior to carrying out affected work tasks.
- Work conform the KGC Minimum standards preconstruction & construction

g) QHSE Manager

- Championing QHSE and ensuring as far as is reasonably practicable compliance to all requirements including, legal, CDM, contractual, KGC policies;
- BI-Weekly QHSE inspections
- Reviewing weekly packs and checking compliance of all submitted documents
- Auditing internally before, during and ending of the project

4. Planning

KGC has considered and treated all foreseeable risks to an acceptable level in accordance with established procedures; these risks include:

a) Health, Safety and Environment

What	How	Deliverable
Develop safe systems of work	This activity starts at design stage with due regard to the CDM regulations. The design team will coordinate with the KGC installation teams to develop 'as far as reasonably practicable' an installation process which will design out both health and safety and quality risk.	Project Execution Strategy (PES) PM-FM-003 RAMS - LP Review Form – HS-FM-022

What	How	Deliverable
Hazard identification and assessment of risks and opportunities;	Processes for early identification of hazards and development of risk assessments and/or review and comment/acceptance of subcontractor's RAMS and other related documents by KGC.	Risk assessments - RAMS - LP Review Form – HS-FM-022 CoSHH assessments and Register HS-FM-013, HS-FM-007
Develop lifting plans	Based upon the initial design data and installation strategies lifting plans and schedules will be developed for all lifting operations in accordance with LOLER including lifting equipment inspection regimes. The lifting appliance requirements extend to the equipment used by KGC Group (Lithuania) to ship components to site where they are being used as lifting appliances.	Lifting plans – RAMS - LP Review Form – HS-FM-022 Lifting Equipment Register - HS-FM-012
TBT/inductions/DABS	All KGC and subcontractor staff will be made aware of the methodology, risks and controls associated with their work activities. Additionally, TBT's will be carried out regularly to both address new risks/poor practice and to broadcast new methods/improvements to be implemented DABS is be to be done daily by subcontractor manager/supervisor and must be done per working area/team to ensure Risks and hazards are identifited in that working area	Registers signed by attendees HS-FM-008 DABS HS-FM-015
Preventive inspections e.g. electrical/ PPE, PAT, PUWER)	Inspection schedules are established to ensure that mandatory/routine inspections of equipment	Registers with evidence of defined inspections being carried out PPE Equipment Register HS-FM-005 Plant & Equipment Register HS-FM-010 Plant Daily register HS-FM-009 PAT Testing Register HS-FM-021 Harness Register HS-FM-006
Emergency preparedness & response	Health and safety and environmental. Generally aligned with the requirements of the client. KGC provides First Aid trained staff (KGC and/or subcontractor) and spill kits and trained staff where required by aspects and impacts register.	Training Plan nad Matrix HS-FM-002 Fire Risk Assesment HS-FM-023

What	How	Deliverable
	Other emergency response plans such as work at heigh rescue will be included within RAMS	
Site inspections	Carried out by the project team, KGC head office and the subcontractors on a regular basis. KGC has also established a 'top management' inspection programme.	H&S Site Visit Checksheet (Project and Site Management) HS-FM-036 H&S Site Visit Checksheet (Senior Management) HS-FM-035 QHSE Inspection HS-FM-040
Site audits	Refer to section 7 below. Pre construction, mid construction and final audits will take place on the project to ensure Project team are still meeting the requirements of KGC procedures	Audit reports showing good, bad and opportunities for improvement Audit Plan Template QA-FM-001 Pre-Construction audit QA-FM-027 Mid-Construction audit QA-FM-029
Environmental Aspects and Impacts	Details the project specific environmental aspects and impacts along with the controls in place to manage them to acceptable levels.	Environmental Aspects and Impacts register EV-FM-002
Incident investigation	Carried out in accordance with KGC procedures to identify root causes of H&S incidents/near misses and establish preventive actions and general improved working practices.	Accident Incident Near Miss Report HS-FM-001

b) Quality

What	How	Deliverable
Quality planning	Quality planning is essential to achieving compliance by building in quality through all stages of design, manufacture and installation. Quality planning is generally covered within "Develop safe systems of work" as above	Project Execution Strategy (PES) PM-FM-003 RAMS - LP Review Form – HS-FM-022 Project QHSE Plan HS-PR-004
Inspection and Test Plan (ITP)	Defines the quality critical inspection and test methods, frequencies and records. Provides a facility for the client/KGC/other authorised interested parties to include any contractual interventions such as witness, hold/approval/acceptance points	Site Inspection and Test Plan QA-FM-30 Off-Site Inspection and Test Plan QA-FM-31

What	How	Deliverable
Inspection Checklists	Provide detailed inspection points and verification thereof. Checklists are determined by the ITP	Completed inspection checklists: Panel Inspection report QA-FM-013 Bracket Inspection Report QA-FM-016 Saddle Gasket Inspection QA-FM-018 Sealant Application Report QA-FM-019 Doors and Vents Installation QA-FM-021 Soffit Inspection QA-FM-035 Benchmark Inspection QA-FM-028 Stickwork Inspection QA-FM-030 Rainscreen Inspection QA-FM-033 Coping Inspection QA-FM-034
Identification and tractability	Product/inspection identification and traceability will be maintained where required by referencing: drawing numbers, levels/grids/element references, calibration traceability, structural silicone, marked up drawings. Generally, the ITP and/or the inspection checklists will define the level of traceability required.	As noted
Non-conformance reports (NCR)	Used to record product/interface non-compliance, and cost where required and to verify that the necessary work has been completed and verified as compliant.	NCR register – QA-FM-002 Internal NCR – QA-FM-003 External NCR – QA-FM-004
Take over of work areas from client	Inspections by KGC will consider health and safety and quality aspects of the area to be taken over, this will include; edge protection suitability, lighting, access, emergency response and dimensional surveys	Pre-Installation Handover Form PM-FM-016
Protection of product	Components awaiting installation, installed and finished works will be protected through all stages of the process using recommended Corex (fire retardant) or similar. Where practical original shipping protection will be left in place. Protection is to be secured with sticky pins. Sticky Pins are not to be put directly onto the finished produce, the in between layer should be LOW-TACK tape	Project Execution Strategy (PES) PM-FM-003
Handover of works	Hand over (full or partial) of work areas will be made in accordance with the contract programme and/or as agreed.	Handover Schedule QA-FM-020 Handover Record QA-FM-026

What	How	Deliverable
	A handover represents a final inspection at which point KGC will review the inspection and test status (including NCR's) of the designated area.	
Certificate of compliance	Certificates of compliance represent a statement from KGC (usually to the client) that the works have been completed in accordance with the contract requirements (in some cases with agreed snagging lists)	Certificate of compliance signed by interested parties
Snagging lists	"Snags" are usually minor defects which are not critical to the contract works milestones and can be completed at a later date by agreement.	Snagging list/register

5. Training and awareness

KGC is committed to ensuring that all staff including subcontractors have the relevant training and experience by:

What	How	Deliverable
KGC job descriptions and training matrix	KGC appoints project staff based on their skills, knowledge and experience and ongoing assessment/training needs.	Training Plan and Matrix HS-FM-002
Subcontractor staff	The subcontractor is required to maintain all relevant training certifications such as plant and equipment operator, WAH along with a training matrix which is accessible to the KGC project and Head office team for review.	Sub-Contractor Training Matrix
Site inductions	Site inductions are presented by the PMC/client to all KGC and subcontractor staff.	PCM Issued validation information
Toolbox talks	Short, focussed briefings given by KGC/Subcontractor management to the installation teams.	Registers signed by attendees HS-FM-008
Task specific inductions	Such as RAMS explained to installation teams by their supervisor often in English and workers native language.	RAMS sign off sheets WP-PM-010

6.

a. Production and approval of Method statements and Risk assessments

Wherever practicable, significant risks have been designed out of the works. Where this was not practicable, suitable method statements and risk assessments will be developed to reduce the risks to manageable levels.

Where appropriate, suitable method statements linked to the programme of works shall be prepared to take into consideration the hazards and relevant associated risks, to ensure that operations are undertaken so as to minimise risk to employees and others affected by our activities arising from the works.

Risk assessments and method statements in respect to those hazards identified will be prepared as work progresses, considering the individual peculiarities that are relevant to each location of working and the activities to be undertaken.

Risk assessments and method statements will be prepared by the relevant sub-contractors and submitted to the KGC Project Manager/Project director and the QHSE manager a minimum of 1 month prior to commencement of works. All risk assessments and method statements must be site specific. The KGC Project Manager and a member of the QHSE team will review the risk assessments and method statements using the KGC RAMS Appraisal Form and request changes if required. Once satisfactory, KGC will sign the documents off as suitable for works to commence and submit to the client for approval.

b. Permits to Work

The Clients permit to work system will be used for all works within the CDM boundary of the project.

Permits to Work to be used on this project may include the following:

- **Work at Height Permit**
- **Hotwork Permit**
- **Edge Protection removal**

Live permits will be kept by the client and a copy kept with KGC project manager. This provides a visual indication of what works are being undertaken and in which areas. It is the responsibility of the permit issuer and acceptor to ensure permits are signed off on completion of the task.

c. Hot works

Hot works should be avoided wherever practicable and substituted for a safer means i.e. – mechanical jointing, cold cutting, off site fabrication etc. Significant justification must be provided prior to any hot work being permitted.

Prior to any hot work commencing a hot work permit must be obtained from the relevent client manager

The stated control measures must be strictly adhered to at all times.

As a minimum, all hot works must have a valid hot work permit, two suitable media fire extinguishers on location which are readily accessible, suitable fire-retardant screening to contain the spread of sparks and spatter and fire-retardant sheeting to prevent the fall of sparks from height.

All hot work and naked flame work must cease 30 or 60 minutes before end of the shift to enable a suitable fire watch to be undertaken, prior to cancellation of the permit.

All hotwork areas must be located away from combustible materials and remain in a clean order at all times.

d. Electrical equipment

All electrical items including extension leads and portable equipment must be checked prior to use and taken out of service if defective. All portable equipment must be 110v maximum and carry a valid PAT certificate and label and conform to the HSE Guidance HS (G) 141 – Electrical safety on construction sites and HSG GS38.

240v electrical equipment must not be used unless required by a specialist process and only with the express permission from the Project Manager once a thorough assessment of the risk has been submitted, approved and suitable control measures implemented.

e. Working at height fall prevention

As per the Work at Height Regulations, “Hierarchy of Control”, Work at height must be avoided wherever practicable. Where work at height is not avoidable, suitable means of safe access and egress will be provided

All works which require working at height will be controlled using the Clients work at height permit to work. Suitable method statements and risk assessments must be submitted and approved prior to permit issue and commencement of works. These documents will be appraised by the Project Management team to ensure suitable access, egress, safe working areas and fall prevention measures have been identified and implemented

f. Height Access equipment

All Mobile Elevated Working Platforms (MEWPs) will have current 6 monthly Certificates of Thorough Examination as required under LOLER 98 and will be operated by CPCS / IPAF certified personnel.

Operatives operating Cherry pickers must wear a suitable body harness and fixed lanyard which must be clipped onto the designed anchor point located in the basket. Guard rails of the basket must not be used to climb on to reach higher.

All areas where Cherry pickers and Scissor lifts are operating are to be of a flat, level construction with suitable barriers and warning signs erected to prevent unauthorised access into the area below.

Should MEWP's be required to work in uneven / soft ground conditions, then rough terrain models must be used, and the task must be thoroughly risk assessed.

A suitable rescue plan must also be included in the method statement for works at height in the event of an operative becoming suspended by a safety harness, falling into safety netting or stranded in a MEWP at height.

MEWP's must only be used as access equipment for operatives and not for lifting equipment at any time unless they are supplier fitted with lifting devices / brackets and SWL are adhered too.

g. Scaffolding

All scaffolding must be manufactured to British Standards, and be erected in compliance with SG4:15, BS EN 12811-1 Temporary Works Equipment and NASC Guidance Notes TG20:13. In addition to the main guard-rail, an additional, mid height guard-rail is required, such that the gap between the toe-board and mid guard-rail does not exceed 470 mm. All boards must be secured, without causing a tripping hazard.

All scaffolding will be erected, modified and inspected periodically by qualified competent scaffolding personnel holding a valid Construction Industry Scaffolder Registration Scheme (CISRS) card at the appropriate competence level. Scaffolds will be inspected and re tagged by a competent person at periods not exceeding 7 days or after severe weather conditions, collision by vehicle / plant or modification.

Where materials are to be positioned on scaffolding the Contractor supervision must ensure that the scaffolding is not overloaded and wherever required a designed scaffold structure be recommended.

The trained and authorised scaffold inspector shall sign and date the "Scaffold Tag" after each inspection. Scaffolding not considered safe or incomplete scaffolds must have the scaffold tag withdrawn and a prominent "DO NOT USE" signed displayed.

Any unauthorised persons observed tampering with a scaffold structure will be removed immediately from site on a permanent basis and banned from all future projects.

In some cases where the price is not included in our contract, the PC will manage the scaffolding erect, inspection and dismantle. KGC project management team shall report any defects, damages or issues with scaffolding to the PC and will not use intill made safe for the team to use.

h. PASMA

mobile scaffold towers must only be erected, modified, inspected and tagged by PASMA trained operatives only.

All wheels must be locked down once the tower is in the required position and outriggers deployed dependant on the height of the tower. (Refer to the manufacturers' instructions for this information). Towers must never be moved whilst operatives are on board.

i. Podium Steps and Step ladders

Podium steps fitted with suitable guard rails and inward opening gates are to be used wherever practicable.

Before accessing Podium steps, operatives must ensure that wheels are locked (if fitted) and suitable outriggers are fitted if applicable. Care must be taken to ensure that Podiums are not erected within proximity to ledges, kerbs or soft ground which could result in the toppling over of the Podium. The working platform within any podium must free from debris / obstacles at all times. Operatives must always leave the Podium before relocation.

The use of standard stepladders without outriggers and a guarded platform is **ONLY** allowed with the permission of the Project director and client/PC

Suitable safer alternatives must be used / considered before attempting to obtain permission from the PD and PC. In this event, a thorough risk assessment must be undertaken to justify their use.

j. Control of lifting operations

Where lifting operations have been identified for facade installation, various pieces of plant and equipment, a detailed risk assessment will be carried out by the lifting supervisor controlling the works. This should consider the access route, the stability of the ground where the lifting equipment would be sited, overhead obstructions and weather conditions etc. Where applicable, once the operation has been risk assessed the appointed person will submit a detailed lifting plan for approval by KGC Project Manager and the PC. These documents will then be assessed for suitability prior to permit issue and commencement of works.

All lifting operations will be strictly co-ordinated with other works being carried out in the vicinity and will be one of the topics discussed at the daily Co-ordination meetings.

A lifting equipment register including LOLER certification must be provided to the Project Manager for any cranes, clad boys and associated lifting equipment including slings, chains and strops. All associated equipment must be inspected for damage before every use by the lifting supervisor and any defective equipment must be quarantined.

The lifting operations areas must be controlled at all times by a qualified and competent lifting supervisor to prevent unauthorised access into the area. Other measures will include the placement of suitable, clear hazard warning signs, hard barriers and area segregation.

It is critical to everyone's safety that only authorised persons are allowed into controlled lifting operating areas and that all loads to be lifted are fitted with a tag line in order to aid direction and control from a safe distance.

k. Temporary works

All temporary works identified must be suitably designed by a qualified engineer prior to works been undertaken.

Any works requiring additional stabling / propping, shoring etc will also be identified by a suitably qualified engineer and a design put in place to identify remedial works prior to works.

Regular inspections will then be undertaken by a competent person on any props, scaffolds, slabs etc. with the findings of the inspections recorded in the project temporary works file. These inspections will be undertaken by competent persons at intervals specified by the relevant Design Engineer.

l. Protection of holes/penetrations

Under no circumstances should any manhole covers, services ducts, drainage gullies or anything else likely to present a trip / fall hazard be left unprotected at any time.

All holes / penetrations should be suitably covered with steel road plates or a suitable board capable of taking a person's weight and clearly marked in yellow "Hole Below", or at the very least solid guard rails around the perimeter with suitable warning signage affixed.

Plastic chapter 8 barriers or barrier tape must not be used around any hole or penetration as they offer little protection against the weight of a person in the event of a fall.

m. Vehicle and plant movements

All vehicle and plant movement must always be under supervision of a competent person. Due to the Heavy Goods Vehicles on site undertaking deliveries, designated pedestrian walkways and crossing points must always be used. High visibility vests / jackets must always be worn in all areas of the site and the Construction project areas.

Under no circumstances must vehicles be parked in such a way that they obstruct walkways, roadways or emergency access routes.

All above is to managed and controlled by the main contractor. KGC will ensure we do not obstruct any route on site.

n. Plant inspections

All plant and work equipment must be visually inspected prior to use and be in a good state of repair. Any applicable certification required in order to comply with PUWER & LOLER 98 must also be available and provided to KGC.

Should any defects be observed then the item must be taken out of service and reported to the hire company and KGCs Project Management team.

Any supplied or hired plant must be inspected on a daily basis prior to operation by the user. KGC Daily Plant inspection check sheets will be affixed to all items of plant for the user to complete. Failure by the operator to complete these check sheets may result in a Yellow Card Warning being issued.

Certificates of thorough examination for all plant must be provided to KGC and will be held in the project plant file. Plant with no thorough examination certificate available must not be used. Any defects or faults identified will be recorded and reported to the Project Manager. As part of the weekly inspection procedures, the KGC Project Manager will check all records for plant and equipment and ensure maintenance and repairs have been actioned accordingly.

7. Health, Hygiene & enviromental risks

a. Contamination

The consumption of food and drink is only allowed in the welfare facilities on site, this is also based on the clients requirements and rules

The consumption of food and drinks are strictly prohibited within the construction area, unless due to excessive heat, bottled water may be allowed at the discretion of the Principal Contractor, this is also based on the client requirements and rules

b. COSHH & construction dusts

Hazardous substances will only be used as a last resort should no safer alternative be available. If any such substance is deemed to be essential to the works with no safer alternative, then the following guide must be adhered to;

- A Safety Data Sheet (SDS) for the product must be issued for assessment prior to being allowed onto site.
- A suitable and sufficient COSHH assessment must be completed.
- Suitable storage conditions must be in place.
- A safe method of use can be performed without endangering personnel.
- Appropriate PPE is available.

Potentially hazardous materials that may be encountered during this project are detailed below. This list is by no means an exhaustive list and further additions may be added prior to

the project commencing or as the site is examined further, particularly in relation to any potential contaminants found relating to the sites' previous usage.

- Concrete & dusts;

- Silica Dust (from cutting / deconstruction activities). Substances likely to give rise to dust are gypsum plasterboard, non-gypsum-based accessories i.e. joint cement, primer, paint, adhesive and sealants, and cement-based products;
- Diesel – used for fuelling plant;
- Oil – for plant & machinery;
- Insulation material dusts;
- Paints & solvents.

SDS sheets will be included in the site file and COSHH assessments will be prepared as required by the subcontractors which relate to their individual package of works prior to materials being brought to site.

Storage of any these potentially hazardous materials will be in segregated areas i.e. gas cylinder cages, Flammable material storage cabinets etc. as per the data sheet requirements.

Storage of any potentially hazardous material or substance must be located away from any watercourse, open drainage or building.

The contractor responsible for the hazardous substance is required to provide suitable and sufficient storage facilities.

c. Manual Handling

Manual handling should be avoided wherever practicable by using mechanical lifting aids or similar. If manual handling cannot be avoided, then tasks requiring the manual handling of goods must be risk assessed and a copy of the manual handling risk assessment submitted to the Project Management team for review and approval.

Method statements and risk assessments must be undertaken for all activities to be carried out that involve the lifting and / or moving of materials. Tool box talks will also be given on manual handling as part of the briefing to the operatives undertaking the work.

d. Strong Winds and Adverse weather

All sub-contractors must ensure that any loose materials that could be blown away during the works are suitably secured, given the proximity of passing traffic and pedestrians.
Consideration should be given to weather conditions that could affect the welfare of operatives especially when working at height.

8. Documents

All KGC required documents are available on the KGC server and accessible by the project team.

Documentation will be controlled in accordance with the KGC procedure QHSE management system.

Documents submissions will be made using the client document management platform and any specific requirements/referencing.

Records are maintained on the KGC server through the life of the project and retained for the contract/KGC retention period.

Drawings will be controlled by KGC based on drawing and register issues from the KGC Group (Lithuania). The drawings will be made available to the subcontractors by way of formal issue.

the KGC Group (Lithuania) will be responsible for design and drawing submissions to the Client.

9. Audits

Health, safety, quality and environmental (HSQE) audits are carried at regular intervals (throughout the life of the installation works in accordance with the KGC audit policy (currently 3-4-month intervals).

10. Improvement

KGC are continually striving to improve all aspects of our products and services and has established a robust management system process based on a “System non-conformance and opportunities for improvement” register which is regularly reviewed and updated.

Strengths, weaknesses, opportunities and threats may be identified based on results of key performance indicators such as:

- Existing Swot data is covered by ASAICHI as well as monthly QHSE dashbaord
- Non-conformance type/trend analysis;
- incident statistics such as accidents, near misses;
- HSQE inspection results;
- audit results;
- client/interested party feedback;
- subcontractor review and performance;
- post contract reviews.

--END--