



CONSTRUCTION PHASE PLAN

LINK BRIDGES DEMOLITION 98 DEANS GATE MANCHESTER M3 2QG

for
INVESTEC

Project No: CBL 506

Prepared by: C. Graham				Approved by: M. Riley							
Copy No: 1 PROJECT FILE						Copy No: 3 CLIENT					
Copy No: 2 SITE						Copy No: 4 PRINCIPAL DESIGNER					
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<i>REVISIONS ARE IDENTIFIED BY A VERTICAL LINE TO THE RIGHT OF THE AMENDED/ADDED TEXT</i>											

**ALL PERSONNEL MUST RECEIVE INDUCTION RELATING TO THIS
DOCUMENT BEFORE STARTING WORK**

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INTRODUCTION

This Construction Phase Plan (CPP) is generated in accordance with the requirements of the Construction (Design and Management) Regulations 2015, hereafter called '**CDM 2015**', specifically Regulation 12 and Appendix 3.

The CPP sets out our arrangements for securing health and safety during the demolition (construction) works period; generation of the CPP has involved input from various parties, including the Client, Principal Designer and other Contractors, as appropriate.

As detailed in Section 2.1, the CPP is a 'live' document and will be developed on an ongoing basis during the demolition (construction) works period

1.0 NATURE OF THE PROJECT**1.1 Project Directory**

Client:	Kendals Regeneration Limited c/o Investec Bank PLC 30 Gresham Street LONDON EC2V 7QP		
Contact	Alex Durrans		
Telephone:	0207 597 3512	e-mail	Alex.durrans@investec.co.uk
Project Manager/ Contract Administrator:	Cumming Group EMEA 1 Fellmonger's Path Tower Bridge Road London SE1 3LY		
Contact	Luis Zarraoa		
Telephone:	0207 323 6809	e-mail	Luis.Zarraoa@cumming-group.com
Architect:	Sheppard Robson City Tower Piccadilly Plaza Manchester M1 4BT		
Contact	Richmal Wigglesworth		
Telephone:	0161 233 8946	e-mail	Richmal.Wigglesworth@sheppardrobson.com
Principal Designer:	Fairhurst Harlequin Building 65 Southwark Street London SE1 0HR		
Contact	Graeme Smith		
Telephone:	0207 828 8205	e-mail	graeme.smith@fairhurst.co.uk
Structural Engineers:	Fairhurst Harlequin Building 65 Southwark Street London SE1 0HR		
Contact	Nick McSpadden		
Telephone:	0207 828 7825	e-mail	nick.mcspadden@fairhurst.co.uk

Planning Consultant:	Turley 1 New York Street Manchester M1 4HD		
Contact	Lewis Evans		
Telephone:	0161 233 7676	e-mail	Lewis.evans@turley.co.uk
Principal Contractor:	Connell Brothers Limited Orchard House Orchard Street Salford Manchester M6 6FL		

Contacts:

Contract Director	John Connell	0161 925 0606
Commercial Manager	Mark Riley	07929 366 300
Contract / Asbestos Manager	Gareth Sharvin	07761 177 054
Technical Manager	Chris Graham	07779 582 143
QHSE Manager	Vernon Watson	0161 925 0606
Site Manager ¹	TBC	

Fire Safety

Responsible Person (Fire Safety) ¹	TBC
Fire Marshall ¹	TBC

Temporary Works

Temporary Works Co-ordinator	Chris Graham	07779 582143
Temporary Works Supervisor ¹	TBC	

¹ Responsibilities assumed by Site Manager / Supervisor

The above emergency telephone numbers will be posted in prominent positions on site and their location and contents communicated to the workforce via toolbox talks and inductions.

EMERGENCY SERVICES 999

NEAREST ACCIDENT & EMERGENCY	NEAREST POLICE STATION	NEAREST FIRE STATION
Cadent Gas (24-hour emergency line)		0800 111 999
United Utilities Electrical Emergencies (24-hour emergency line)		0800 195 4141
United Utilities Water Leak Line (24-hour emergency line)		0800 330 033

The above emergency telephone numbers will be posted in prominent positions on site and their location and contents communicated to the workforce via toolbox talks and inductions.

1.2 Location of the Project

Southgate
Manchester
M3 4QL

Location is also detailed on the F10 (Appendix A)

1.3 Description of the Project

The Project scope is:

- Dilapidation survey
- Site establishment
- Erection of perimeter fencing
- Temporary road closure
- Erection of internal timber hoardings
- Disconnection of services to the pedestrian bridges
- Asbestos removal to pedestrian bridges
- Demolition of 2 Nr pedestrian bridges
- Brickworks to department store façade
- Installation of louvres to department stores façade
- Concrete and brick infill to car park openings
- Installation of crash barrier to car park
- Removal of all arisings

1.4 Records & Plans

Records and Plans, as required by CDM 2015, specifically Regulation 4(4) - *Client duties in relation to managing projects* and *Appendix 2 – Pre-construction information* and as detailed in the Client Pre-Construction Information (Appendix B) – may be retained separately.

In addition to the Client Pre-Construction Information, the Site Layout drawing (Appendix C) will be available and/or displayed at appropriate locations.

1.5 Programme

It is envisaged that the site works will commence in 22nd January 2024 and will be completed within 4 working weeks.

2.0 COMPANY INFORMATION

2.1 Development of the Construction Phase Plan

To conform to the requirements of CDM 2015, the Construction Phase Plan is part of the integrated site safety documentation. Additional documentation includes:

- Risk Assessments as required by current legislation
- Method Statements
- Other assessments as required by current legislation including COSHH, PPE, Manual Handling etc.;
- Environment Plan and related Environmental Aspects, Impacts and Risk Assessments.

} RAMS

The Construction Phase Plan and the above documentation form the site safety documentation.

Development of this Construction Plan, as required by the CDM Regulations will be by ongoing review of methodology together with issue of new RAMS and revisions to RAMS and this document as the Project progresses.

2.2 Health and Safety Aims for the Project

The policy of the Company is to promote the highest practicable standard of health, safety and welfare throughout the organisation in the performance of its activities.

It is our aim that the project should be carried out to avoid or control all foreseeable risks to the health and safety of those involved in demolition work and third parties who may be affected by such work.

The aim of the Project is ZERO accidents or incidents (safety, health or environmental related)

2.3 Health and Safety Standards

All risks to the health and safety of all persons directly concerned with or liable to be affected by the demolition works will be eliminated or reduced to the lowest practicable level within the terms of all general Health and Safety Legislation including the following Acts and Regulations, and, where appropriate, related Approved Codes of Practice (ACOP's), and HSE Guidance Notes and guidance documentation:

- Health & Safety at Work etc. Act;
- Management of Health & Safety at Work Regulations;
- Construction (Design & Management) [CDM] Regulations;
- Provision and Use of Work Equipment Regulations [PUWER];
- Manual Handling Operations Regulations;
- Electricity at Work Regulations;
- Control of Substances Hazardous to Health Regulations;
- Personal Protective Equipment at Work Regulations;
- Workplace (Health, Safety & Welfare) Regulations;
- Highly Flammable Liquids and Liquefied Petroleum Gases Regulations;
- Environmental Protection Act;
- Control of Lead at Work Regulations;
- Health & Safety (First Aid) Regulations;
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations;
- Carriage of Dangerous Goods by Road and Rail (Classification, Packaging and Labelling) Regulations;
- Confined Spaces Regulations;
- Lifting Operations and Lifting Equipment Regulations [LOLER];
- Health & Safety (Safety Signs & Signals) Regulations;
- Working at Height Regulations;
- Control of Asbestos Regulations;
- Hazardous Waste Regulations + amendment

In addition to legislation, cognisance is taken of:

- BS 6187:2011 Code of Practice for Full and Partial Demolition;
- BS 5975:2019 Code of practice for temporary work procedures and permissible stress design of falsework;
- BS 7228.1 Part 1 Code of practice for noise and vibration control on construction Sites – noise;
- BS 7228.2 Part 2 Code of practice for noise and vibration control on construction Sites – vibration;
- BS 7121 (Various parts) Use of Cranes

2.3 Management System

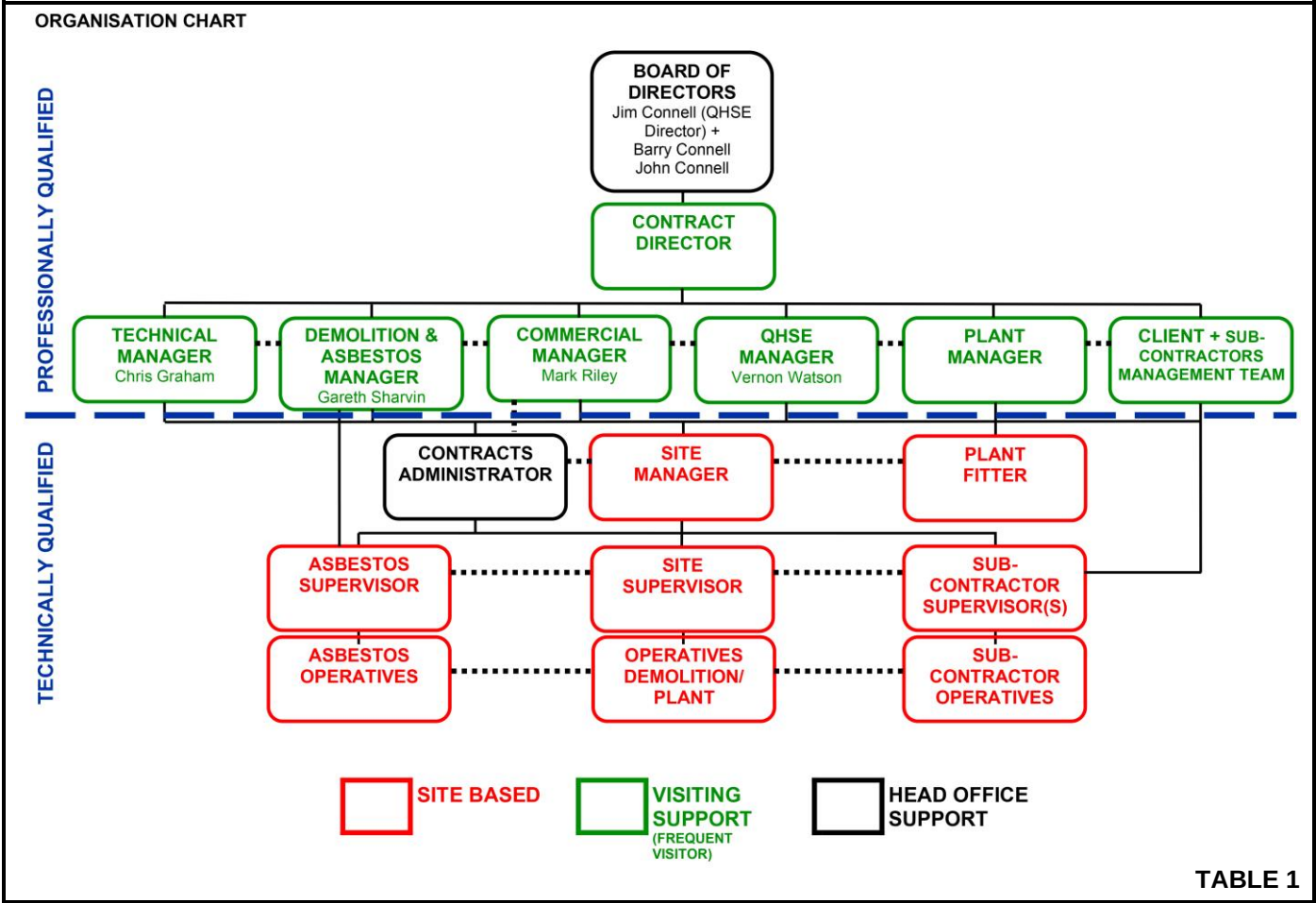
The Company operate a pro-active Management System in accordance with management standards as below:

- BS EN ISO 9001:2015
- BS EN ISO 14001:2015
- BS EN ISO 45001:2018

The requirements of the Integrated Management System [IMS] are operated on all the Company's sites, this requires strict compliance with the procedures which control all operations on site relating to safety, health, environmental and quality issues; these requirements are embedded within the IMS procedures – compliance with these procedures ensures compliance with our statutory requirements.

3. MANAGEMENT OF THE WORK

3.1 Management Structure & Responsibilities



Details of the Company Site organisation for this project are as detailed in Table 1.

The nominated Contract Director is John Connell, contact details as Section 1.1

The nominated Demolition Site Manager is TBC, contact details as Section 1.1

The Site Supervisor will be present as far as practicable at all times that works are being carried out on site; if the Site Supervisor has to leave site for short periods of time then a competent person will be appointed to monitor the works.

The nominated Site Supervisor has overall responsibility for supervising, managing and monitoring site activities; this responsibility takes into account contractual, safety, health and environmental considerations and the completion of relevant Integrated Management System documentation.

In addition, he also assumes responsibilities of Fire Marshal; this involves carrying out fire safety inductions, carrying out inspections of fire equipment on a weekly basis, ensuring fire drills are carried out, ensuring evacuation and head count is carried out in the event of a fire and liaising with the local fire brigade.

Weekly inspections of fire equipment will be recorded on the Emergency and Fire Register (Appendix D). This weekly inspection will include, but is not limited to, checking the operation of any audible warning devices and ensuring that the fire extinguishers are fully charged and within the test date.

In addition to the weekly inspection, an emergency evacuation/fire drill will be carried out at designated intervals, generally every four weeks, details of this drill will be recorded onto the Emergency and Fire Register.

In addition to the formal inspection, the Site Supervisor will carry out a daily check to ensure that the extinguishers have not been discharged/maliciously set off.

The Site Supervisor will also inspect any other emergency or security equipment and record these inspections onto the Emergency and Fire Register.

To supplement Site Supervisor inspections, regular supplementary inspections are carried out by the Contract Director, Safety Advisor and/or other Directors or Managers. This inspection takes into account quality, safety, health and environmental performance/issues. (A third-party Health and Safety advisor will attend site on a fortnightly basis to carry out a site safety inspection. Copies of the report will be made available for inspection and review.)

Individual responsibilities, commensurate with job description, are detailed fully within the Safety, Health & Environmental Policy.

All documentation and usage are detailed within our IMS Procedures as previously described.

3.2 Health & Safety Arrangements - Monitoring & Review

Safety, health and environmental performance have significant importance alongside other aspects of our business, financial, programmes, etc; effective monitoring ensures our performance fulfils our statutory and contractual obligations.

Monitoring takes into account standards of safety, health, environmental and quality performance taking cognisance of the rapidly changing nature of demolition works.

Our monitoring is a mix of active and reactive measures; active being routine site and plant inspections and health risk management, accident prevention, etc., reactive being the investigation of near misses, dangerous occurrences, injuries or cases of ill health.

Active Measures

The nominated Site Supervisor has overall responsibility for supervising, managing and monitoring site activities. This responsibility takes into account contractual, safety, health, environmental and quality considerations and the completion of relevant IMS documentation.

The IMS documentation requirements include but are not limited to maintenance of a daily Site Diary and daily site and weekly site safety checks, these are formally recorded onto the Site Check List.

In addition, regular supplementary inspections are carried out by the Contract Director and/or other Directors or Managers, this inspection takes into account quality, safety, health and environmental performance/issues; details of these safety inspections are recorded onto Safety Inspection Reports.

Frequency of site inspections by Directors/Managers is dependent upon the complexity and/or technical aspects of the works activities.

In addition to inspections by Company personnel, a third-party Health and Safety advisor will attend site on a fortnightly basis to carry out a site safety inspection; copies of the report will be made available for inspection and review.

Reactive Measures

Incidents, accidents or dangerous occurrences, reportable under RIDDOR will be investigated; Non-reportable accidents, dangerous occurrences or near misses will be investigated at the discretion of the QHSE Manager or if required by the Client.

Investigation will be carried out by the QHSE Manager, where appropriate, in association with other personnel; accident investigations will be formally documented either onto the Investigation Record or other suitable third-party/Client required documentation.

Any corrective/preventive actions identified as a result of the investigation will be recorded and reviewed by the QHSE Manager in association with other personnel deemed appropriate; any identified actions will be actioned by the QHSE Manager and/or designated personnel.

If an investigation is carried out an Incident File will be generated, the HSE reporting documentation, Investigation Record and all related documentation will be retained in the Incident File.

3.3 Other Arrangements

3.3.1 Safe Systems of Work (*Risk assessments and method statements*)

Safety and Health Risk Assessments are carried out as required by the Management of Health and Safety at Work Regulations and related Approved Code of Practice (ACOP).

Risk Assessments will be carried out taking cognisance of the principles of prevention detailed within the Management of Health & Safety at Work Regulations 1999, Regulation 4 and Schedule 1, and CDM 2015, Appendix 1, these require application of principles of prevention when implementing any preventive and protective measures.

To ensure that collective protective measures take priority over individual protection, measures which protect the whole of the workplace, everyone who works there and others who may be affected by our work activities are given priority.

Environmental Risk Assessments are carried out using the same rationale, taking into account the Environmental Aspects and Impacts of our works activities.

All identified safety and health risks are reviewed, with emphasis being given to any risk with a 'HIGH' rating after implementation of Control Measures; this review, taking into account the Risk Assessment, enables the establishment of suitable methodology for demolition/ dismantling and generation of the 'safe system of work' (SSW).

Due to the nature of demolition works, the environmental risks are present in virtually all works to a greater or lesser extent; strict application of the defined Control Measures and selection of methodology minimise the impact on the environment.

All other assessments are carried as required by the appropriate legislation, COSHH, PPE, Manual Handling, Noise, etc.

The SSW addresses issues of health, safety and environmental protection and comprises:

- Assessments – risk, COSHH, PPE, Manual Handling, Noise etc.
- Task/area specific Method Statements (Plans of Work – for licensable asbestos works)
- Environmental Risk Assessments
- Environment Plan

3.3.2 Co-operation and Co-ordination

As required by CDM 2015 and other health and safety legislation, the Company will coordinate all work activities to ensure communication, co-operation and interface with Clients, Designers, Principal Designer, Contractors and other third parties are maintained in order to ensure the maintenance of a safe working environment.

The management of the interface is dependent upon various factors, including, but not limited to, typical examples as below:

- Nature of works being undertaken;
- Location of works in relation to proximity of third parties;
- Likelihood of nuisance – noise, dust, etc.

In addition, management of the interface is enhanced by communication/liaison with interested parties. Typical communication/liaison methods include, but are not limited to, typical examples as below:

- Meetings with Client personnel, including Safety Representatives;
- Meetings with other personnel involved in the Project, this may include Designers, the Principal Designer or other Contractors
- Meetings with members of the public, either individually or at organized formal public meetings;
- Notices to interested parties;
- Letters to Site neighbours;
- Invitations to interested parties to visit our Site to view works activities;
- Making available all Site documentation, including safety/environmental documentation, waste transfer documentation, etc.

Design information within a demolition project usually encompasses building construction, contents, etc.; selection of methodology is generally accepted as the 'design' element of demolition works, as such, design changes generally involve change of methodology.

The main thrust of our working with others is communication – if there is a problem, we will discuss and either rectify or identify reasons for our action; at all times our attitude will be one of discussion, resolution, compromise and not confrontation.

3.3.3 Involving the workforce

To ensure compliance with the Health and Safety (Consultation with Employees) Regulations and CDM 2015, specifically Regulation 14 '*Principal contractor's duties to consult and engage with workers*', the Company have measures in place to enable co-operation with the workers and involve the workers in consultation processes.

The Site Supervisors generally act as representatives of employees as defined in the Health and Safety (Consultation with Employees) Regulations.

In addition, although the CDM Regulations only impose these duties on the Principal Contractor, the principles are used throughout the Company, regardless of CDM responsibilities assumed.

All personnel on Site are required to co-operate with the Company in the implementation of policies to ensure the health safety and welfare of all persons involved with the works and of other persons who may be affected by our works.

Implementation of the consultation and co-ordination process includes, but is not limited to, annual Site Supervisors (Safety Representatives) Meetings and Tool Box Talks, as detailed in Section 3.3.6.

Tool Box Talks are held weekly on all sites with attendance being compulsory for all Site personnel, both Company and sub-contract; in addition to being a safety, health and environmental refresher/reminder, the Tool Box Talks are the forum where the Site Supervisor can identify issues raised by Company management and related actions and where any operative can raise Health and Safety/ Environmental concerns.

Operatives are encouraged to formally report hazards and near misses and contribute suggestions relating to improvement of the work activities, methods of work, plant/equipment, procedures, etc.; these are recorded onto the '*Don't walk by + Suggestions Card*'; this is supplemented by the '*Don't walk by*' poster, this will be displayed at appropriate locations on Site.

All concerns and suggestions may be addressed either locally by the Site Supervisor or Companywide by the QHSE Manager. This may be after formal review and/or discussions with other Site Supervisors and/or other senior personnel.

3.3.4 Site security

Heras' type fencing will be used, to delineate the works, prevent unauthorised access and protect existing plant and apparatus.

Access and egress to the site will be strictly controlled and only authorised personnel will be allowed on site during demolition operations. A register of all operatives/plant/machines on site will be kept by the Site Supervisor. At the end of each working day the site will be secured against trespass, so far as reasonably practicable.

The following will be checked daily:

- Site fencing/gates will be checked for security to prevent unauthorised access.
- Openings in the ground and/or open edge, if any, will be effectively covered and any manholes secured properly

All plant/equipment employed on this project will be secured and immobilised at the end of each working shift.

No road transport will be left on site unless broken down.

Any scaffolding towers/ladders will be dismantled or secured overnight to prevent illegal access to the structures.

Personnel on Site & Visitors to Site

The Site Supervisor will ensure that all site personnel, both the Company and sub-contract, and visitors sign in and out in the designated register.

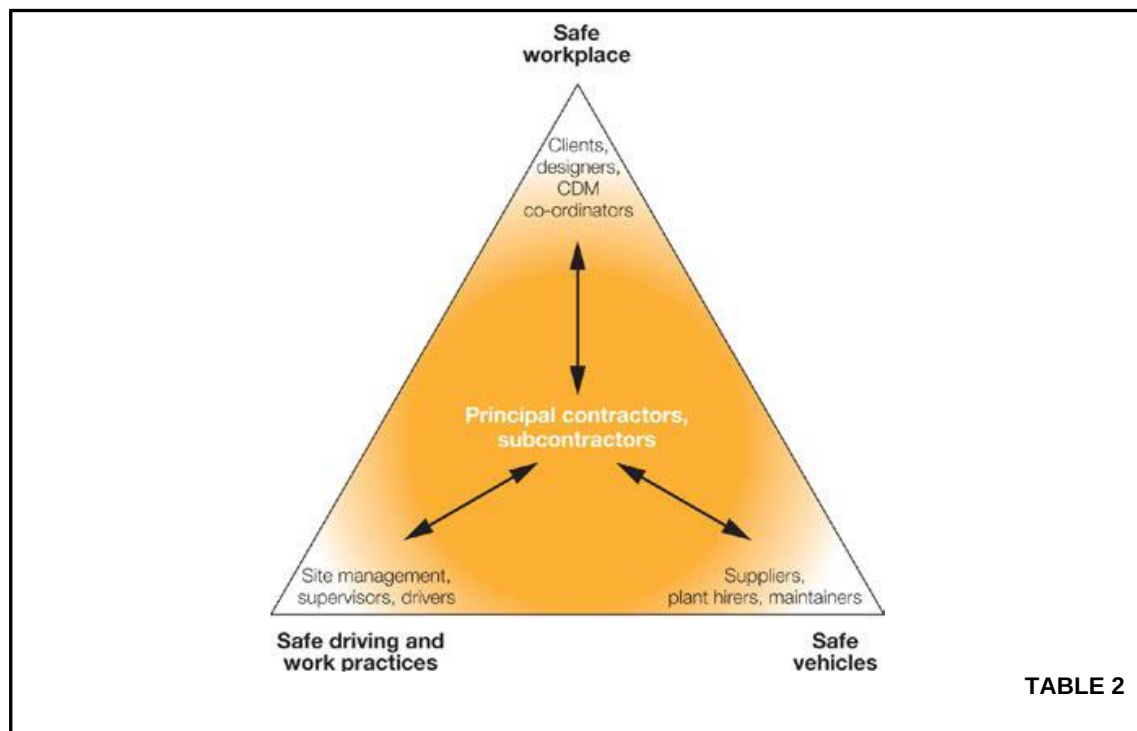
Visitors, Clients, Principal Designer, HSE Inspectors, etc. will receive a site induction and will be accompanied by a member of the Site Management Team when walking around site

3.3.5 Traffic Management

Traffic management on site takes cognisance of HSE '*Safe use of vehicles on construction sites*' [HSG144]; our traffic management considers four main issues:

- i) Safe workplaces
- ii) Safe vehicles;
- iii) Safe driving and work practices;
- iv) Managing construction/demolition transport.

Table 2, extract from '*Safe use of vehicles on construction sites*' (Figure 15), indicates how those involved with construction projects can influence site transport safety; our role as Principal Contractor is central but all others can contribute to the provision and maintenance of safe workplaces, safe vehicles, safe driving and safe work practices.



Control measures to maintain traffic safety include, but are not limited to:

- Pedestrians and plant, equipment and vehicles will be segregated.
- Wherever practical, a one-way traffic movement system will be implemented, this will be detailed within the Site layout plans.
- All vehicles/plant will not be allowed to reverse without a banksman controlling the manoeuvre.

Site access will be via King Street onto Southgate. Egress will be via a second set of gates onto Southgate leading to St Mary's Street. (See Site Layout Plan Appendix C).

During periods of lifting operations access to site will be via Back South Parade and egress onto Southgate leading to St Mary's Street.

HGV's must turn on their flashing warning lights when approaching the site entrance and their lights must remain on during all movements (to, from and on site) until they exit from Site. In addition, HGV drivers will be instructed not to exceed 5MPH when traveling within the site.

Works will be sequenced to ensure that HGV's drive into and out of site in a forward gear; when in use the site entrances will be controlled by a vehicle marshal.

When practicable, a one-way system will be put in place on Site; when this is not practicable, vehicles will not be allowed to reverse unless controlled by a banksman. During all vehicle movements into and out of site, the site entrance will be controlled by a banksman / vehicle marshal.

When on site, Vehicle traffic will be segregated from pedestrians by suitable methods.

All drivers must ensure that all mirrors are in good condition and are clean; all Drivers must follow banksman's instructions.

All operatives must wear Hi Vis waist coats at all times. Operatives must remain vigilant and be aware of the location of moving vehicles and the work going on around them.

3.3.6 Training (including Site induction, on Site training and consultation with employees)

3.3.6.1 Induction

The Company carries out inductions, the inductions involve the following categories:

- Company Induction
All employees receive an induction into the Company, this provides information relating to the health and safety requirements, management systems, terms of employment, etc.
- Client and/or Principal Contractor Induction (if applicable)
This is generally a requirement to inform personnel of Client and/or Principal Contractor Site safety requirements, including Site Rules and Regulations
- Project Specific Induction
This is to explain details of:
 - The Construction Phase Plan, including Site Rules and paying specific attention to Fire and Emergency procedures, raising alarm, evacuation, etc.;
 - The Environmental Plan and related assessments;
 - Client requirements/Site Rules (if appropriate).
- Task specific induction
This is to explain the requirements of the task/area specific Method Statements and related assessments (risk, COSHH, PPE, etc.).

All personnel, both Company and Sub-Contractor, working on site, are required to attend the Client (if required) and Project specific inductions, and sign the Safety Induction Register to confirm their receipt of the induction and understanding/acceptance of the safety requirements.

3.3.6.2 General Training

The Site Supervisor will ensure that all operatives on the project are fully conversant with the safe systems of work intended for this project.

All employees are screened for competency on joining the Company and will have received Health and Safety Induction training prior to commencement of their duties on site.

Operatives will not be allowed to work on this project unless they are fully trained in the work they are being asked to do, or alternatively, they are under training and supervised by a person competent in that task.

Training records are held on file at Head Office. These records contain details of training received prior to employment by the Company, together with all "in house" and external training achievements whilst employed by the Company.

3.3.6.3 Fire Training

The designated Fire Marshall will hold a current Fire Marshal training certificate.

An appropriate number of personnel, commensurate with the location of works activities, will be trained in the use of fire-fighting equipment – extinguishers, hose reels, etc.

3.3.6.4 Ongoing Training

Ongoing training will be given to all operatives as deemed appropriate and will take the form of Construction skills or other training providers courses (e.g. Safety Awareness) conducted by external training bodies. Specialist training courses will be provided to suit the requirements of specific trades/skills.

3.3.6.5 Toolbox Talks (on Site training + employee consultation)

A Tool Box Talk will be held on site with attendance being compulsory for all personnel on site, both Company and Sub-contractor.

The Tool Box Talk will consist of:

- A Health and Safety/ Environmental refresher/reminder on appropriate issues/topics
- The forum where the Site Supervisor can identify issues raised at the Management Meeting and related actions

- The forum where any operative can raise Health and Safety/ Environmental concerns.

These concerns may be addressed either locally by the Site Supervisor or Companywide by the QHSE Manager. This may be after formal review and/or discussions with other Site Supervisors and/or other senior personnel/operatives.

The Tool Box Talk will be documented formally onto the Tool Box Talk Register and the operatives sign as having attended and understood. Scripts covering many topics are available to all Site Supervisors and cover a wide variety of relevant topics.

3.3.7 Welfare Facilities & First Aid

3.3.7.1 Welfare Facilities

Temporary welfare facilities will be provided on site, generally in the form of 'portacabin' type units, which will be sited in a suitable area.

These facilities will be in accordance with the requirements of CDM 2015, specifically Regulations 4(2)(b), 13(4)(c), 15(11), Schedule 2, HSE publication '*Provision of Welfare facilities during construction work*' (CIS 59), and the Workplace [Health Safety & Welfare] Regulations, commensurate with number of personnel on site.

The following units will be used:

- Office for Site Supervisor
- Mess room with seating and necessary services
- Toilet and shower unit with hand washing facilities.
- Lock-up container for tools etc.
- Decontamination/shower units (if necessary/as required).

Once the cabins are positioned, a plan will be generated showing the layout and location of the complex indicating the means of escape and position of all fire instructions, exit notices, alarms and firefighting equipment.

The HSE notification documentation, Forms F10, ASB5 and>NNLW1 (if appropriate), and other statutory notices will be displayed within these facilities in appropriate locations.

In addition, Site Layout Drawings, Site Specific Fire/Emergency Arrangements (Appendix E), location of Emergency services, police, fire, hospitals, etc. and other appropriate health & safety posters will be displayed.

3.3.7.2 First Aid

Adequate first aid facilities will be available on site as required by the Health and Safety (First Aid) Regulations and related Approved Code of Practice (ACOP) – First Aid at Work (HSE L74).

Facilities will include first aid materials, facilities and an appropriate number of first aid personnel.

The number of trained first aid personnel will generally be as the numbers suggested in the ACOP-Table 1.

3.3.8 Materials Storage & Waste Control

Materials stored on Site for demolition projects are minimal, to minimise risk of fire from stored materials, appropriate precautions will be as detailed in the 'Fire and Emergency' section of this document.

All asbestos removal arisings will be stored in appropriate locations; this may include dedicated skips, including locked asbestos skips and waste skips, dedicated segregated storage areas, either for processing or removal from Site for reuse and/or recycling.

Arisings from demolition activities will be removed from the work area and subsequently from Site on an ongoing basis. Records of all waste will be recorded within the Waste Management documentation; this will record details of waste, category, volume, etc.

3.3.9 Permits to Work

The Contract Director, in association with other personnel and/or the Client will identify areas/work activities within the contract to be controlled by a Permit to Work (PTW).

The Permits to Work may either be issued and controlled utilising the Company Permit to Work system, detailed within the IMS, or be issued and controlled by the Client.

Responsibility for issue of the Permits to Work and the related areas/work activities will be clearly identified on appropriate documentation/drawings, including the related Method Statement(s), and to appropriate personnel, both supervisory and operatives.

3.3.10 Selection & control of Sub-Contractors

Sub-contractors will only be appointed after demonstration of their skills, knowledge, experience and the capability to carry out the required works in a way that secures health and safety for all persons on Site and those who may be affected by our works.

Sub-contractor selection/assessment is carried out as below:

- Specialist sub-contractors are generally selected on historical knowledge of previous experience/performance carrying out works for the Company.
- If we are working in a locale not known to us, we try to utilise specialist sub-contractors known/used by the Client. We feel that if the Client is already familiar with the sub-contractor, and, in addition, the sub-contractor is familiar with Client requirements, it makes for better controls to use such a sub-contractor

If either of the above is not appropriate, we utilise the H&S Questionnaire, to establish their credentials. This is reviewed by the QHSE Manager prior to any orders being placed. As an additional control/part of the assessment process, a closer monitoring regime than usual is applied to any new sub-contractors.

In addition, for sub-contract works, prior to works commencing, a sub-contract handover meeting will be held. At this meeting, all aspects of both Company and Client requirements are discussed and identified.

Control of Sub-Contractors on site is the responsibility of the nominated Site Supervisor and is carried out in accordance with the Company's Integrated Management System, as previously described.

3.3.11 Ecology

CBL have not been supplied with any Ecology information. Client to confirm if there are any Ecology requirements and provide any surveys relating to Ecology if applicable, this will enable CBL to carry out a desk study.

The Desk Study is to review any Client supplied pre-construction information, including but not limited to, ecological surveys, groundwater contamination, bat surveys, etc.

The Site Supervisor will liaise and cooperate with any ecologists appointed by the Client.

The Site Survey is to review the Site surrounds, taking cognisance of the Desk Study, and is carried out to identify any issues/required control measures relating to the natural environment; prior to commencement of works selection of appropriate methodologies and implementation of appropriate control measures are carried out to ensure protection of the natural environment is maintained and impact is minimal.

3.3.12 Temporary Works

Temporary works include, but are not limited to façade retention, fixed scaffolding requiring design, propping and fencing, mainly hoarding type.

Temporary Works will be carried out under controls specified within BS 5975:2019 '*Code of practice for temporary works procedures and the permissible stress design of falsework*' and detailed within our IMS; this involves maintaining records of design and design checks/verification responsibilities, Permits to Load and Permits to Strike, inspections, etc. and maintenance of a Temporary Works Register.

A Temporary Works Co-ordinator and Temporary Works Supervisor are appointed as detailed in Section 1.1 Project Directory.

3.3.13 Accident & incident reporting & investigation

3.3.13.1 Introduction

All incidents, Accidents, near misses and/or dangerous occurrences will be recorded and reported as detailed within the Incident Recording & Reporting flowchart (Appendix D); this is an overview of the documented process, embedded within the IMS.

All incidents - accidents, dangerous occurrences or near misses will be reported to the Site Supervisor immediately they are identified/occur; all incidents will be recorded onto the Incident Register.

Incidents will be dealt with at site level by the Site Supervisor in accordance with the Company management system and accident reporting procedure (part of the Company's Integrated Management System).

The Site Supervisor will report all incidents to the QHSE Manager or the Contract Administrator and issue copies of the appropriate documentation when generated.

3.3.13.2 Accidents

Details of all accidents, no matter how minor will be recorded onto a Company Accident Report on site. This document is used both for Company and statutory accident recording.

Details of the accident will also be reported to the Client/Principal Contractor, as required by Contract Conditions, to enable entry into their documentation.

The QHSE Manager will report all accidents notifiable under the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) either on line or to the HSE Contact Centre, Caerphilly, dependent upon the category of accident; copies of this documentation will be provided to the Client.

3.3.13.3 Site Hazards

Any hazards on site (not including those identified on the Method Statement and related Assessments) will be reported to the Site Supervisor who will record details into the Site Diary.

Hazards caused by Client operations/personnel, sub-contractors or any other persons/organisations on Site will be recorded in the Site Diary and identified to the involved person/supervisor.

3.3.13.4 Dangerous Occurrences/Near Misses

Dangerous occurrences or near misses will be reported to the Site Supervisor who will record details into the Incident Register and, if appropriate, onto an Occurrence/Near Miss Report.

The QHSE Manager will report all dangerous occurrences notifiable under the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) either on line or to the HSE Contact Centre, Caerphilly; copies of this documentation will be provided to the Client.

3.3.13.5 Investigation

The QHSE Manager (or nominee) in association with other personnel as appropriate will carry out an investigation into all RIDDOR reportable accidents and dangerous occurrences.

Dependent upon the severity and/or nature of an accident/occurrence, an investigation may also be carried out into non-reportable accidents/occurrences. This will be at the discretion of the QHSE Manager or at the request of the Client.

Accidents will be investigated generally in accordance with HSE guidelines detailed in 'Accidents - Investigating accidents & incidents' [HSG 245].

Details of the investigations will be recorded onto the Accident Investigation Record. Copies of all documentation will be issued to the Client/Principal Contractor, as appropriate.

3.3.13.6 Records

The QHSE Manager will maintain records of all near misses, accidents and dangerous occurrences.

These records will be analysed to identify whether any trends are emerging. This analysis may include, but not be limited to, considerations:

- Nature of occurrence/category of accident
- Time of day
- Part of body injured
- Type of plant/equipment involved

- Personnel involved

In the event of any trend(s) emerging, suitable corrective and/or preventive action will be implemented by the QHSE Manager.

3.4 Site Rules (including Drugs & Alcohol Policy)

3.4.1 Personal Protective Equipment (PPE)

The basic level of personal protective equipment to be used by all employees or visitors to the site is hi-vis vest/jacket, safety helmet and safety footwear.

The Personal Protective Equipment (PPE) Assessment (Appendix F) gives the required PPE for all activities carried out during our works; details of task specific PPE will be identified within the task/area specific Risk Assessment and Method Statement.

Operatives engaged in or exposed to a hazardous activity requiring PPE must understand the risks for that activity and **MUST** comply with any requirements to wear eye, ear, hand, respiratory or other PPE.

This may include, but not be limited to, additional items of safety equipment as detailed below:

- Gloves (appropriate to the task)
- Welders Gauntlets
- Respirators
- Eye Protection, including Visors,
- Safety harnesses + Fall Arrestors (as appropriate)
- Ear Protection
- Wet Weather Clothing

Operatives will receive training in the use, care and maintenance of PPE.

3.4.2 Plant, Tools and Equipment

All plant, tools and equipment to be used on site will be in sound mechanical condition and safe for use as required by the Provision and Use of Work Equipment Regulations (PUWER), Lifting Operations and Lifting Equipment Regulations (LOLER) and the Electricity at Work Regulations, as appropriate.

All operating controls will be clearly marked as to their use. Signs indicating that passengers are not to be carried will be displayed prominently.

Moving parts of machinery will be adequately guarded and the security of such guards checked periodically.

Plant/equipment operatives will hold a recognised current Certificate of Competence training in respect of the items of plant they are required to operate.

3.4.3 Hot Work

The Hot Works permit will be issued by the Site Manager / Supervisor each day or for each area where hot works are to be carried out, also refer previous Permit to Work section.

Not all hot works will require a hot work permit (e.g. – cutting re bar / steel in a partially demolished concrete and brick building or where works are being carried out externally and not in close proximity to combustible material). The requirement for a hot works permit will be determined by the Risk Assessment and will be detailed within the Method Statement.

When required, a Hot Works permit will be issued by the Site Manager / Supervisor each day and / or for each area where the hot works are to be carried out, also refer previous Permit to Work section. Hot works controlled by a permit will cease at a designated time prior to Site closedown, generally one hour, the Site Manager / Supervisor will carry out inspection of the hot works area prior to close down.

Prior to hot works taking place the following additional precautions must be implemented:

- All combustible materials must be removed from the work area.
- A dedicated fire watch operative must be present to watch for ignition from sparks generated from the operative carrying out the works. The fire watch operative must be equipped with a hose pipe (connected to a mains water supply) or if this is not possible a fire extinguisher.

Where metal cutting is done by means of oxy-propane torches, equipment will be fitted with check valves adjacent to the cutting torch and flash back arrestors to the regulators. Whenever flame cutting is carried out at height, appropriate precautions will be taken to protect any risk area below.

Hot works will cease at a designated period prior to Site closedown, generally one hour, the Site Manager / Supervisor will carry out inspection of the hot works area prior to close down.

3.4.4 Electricity

All electrical tools and equipment to be used on site will be 110 volt or less unless otherwise permitted. Any 240V AC or 440 V AC equipment permitted (e.g. plasma cutters) will be fitted with a suitable residual current device. Generators will be earthed in accordance with the manufacturer/supplier recommendations.

3.4.5 Systems of work

The task/area specific Method Statements, Plans of Work and related Assessments (Risk, COSHH, Manual Handling, etc.) are the documented 'safe systems of work' as previously described. Work will not commence until the related documentation has been generated and induction carried out.

Exclusion zones will be formed using suitable barriers with appropriate warning signs prior to demolition works commencing.

3.4.6 Reporting of accidents, dangerous occurrences and near misses

All accidents, dangerous occurrences or near misses will be reported to the Site Supervisor immediately they are identified/occur as previously described.

These will be dealt with at site level by the Site Supervisor as previously described.

3.4.7 Drugs Policy

Many drugs have side effects that not only affect an individual's health, but may also compromise their safety and that of others. Although the affects vary depending on the drug used, common side effects can include a loss of body coordination, forgetfulness and confusion. The potential safety risks for all staff at work are obvious, but a lack of mental alertness is particularly important for those in safety critical roles. These include those who operate heavy equipment, dangerous machinery and drive vehicles.

Due to these risks, no drugs are allowed onto any company premises or to be consumed on them at any time. This includes all areas, both internal and external. The prohibition on illegal drugs extends to all activities that are connected with staff activities whilst "at work".

These include, but are not confined to the following:

- Driving whilst on company business;
- Working at height;
- On-site vehicle operators;
- Machinery operators;
- On-call / standby duties.

A breach of these rules will result in disciplinary action being taken against the individual. We retain the right to summarily dismiss on the grounds of gross misconduct.

3.4.8 Alcohol Policy

Whilst the consumption of alcohol is an integral part of many employees' lifestyle, its presence in the workplace is often not appropriate. Not only can a small amount affect work performance, but it can also compromise the individual's safety and that of others. Common side effects include a loss of concentration, impaired judgement, loss of coordination and manual dexterity. This has implications for all staff, but particularly for those working in a safety critical role. These include, but are not confined to those operating vehicles and machinery, or working at height.

For these reasons, staff is not allowed to bring alcohol onto company premises for the purpose of consumption during normal working hours, including lunchtimes. This extends to external areas as well as internal.

Due to the risks involved, staff engaged in any of the roles described below may not consume any alcohol during the working day (even away from the premises):

- Driving whilst on company business;
- Working at height;
- On-site vehicle operators;

- Machinery operators;
- On-call / standby duties.

If an employee comes to work whilst under the influence of alcohol, or otherwise consumes alcohol on the premises in breach of this policy, it will result in disciplinary action being taken. We retain the right to summarily dismiss on the grounds of gross misconduct.

3.5 Fire & Emergency Procedures

3.5.1 Introduction

These emergency procedures detail actions to be adopted in the event of any of the following incidents occurring:

- Fire;
- Spillage Fuel/Oil/Chemical;
- Serious Accident;
- Explosion/Risk of Explosion;
- External Situations.

Brief details of actions to be taken are outlined in the Site Specific Fire/Emergency Arrangements (Appendix G) and Emergency Guide table (Appendix H) – this will be displayed in the Site office and any other locations deemed appropriate.

3.5.2 Responsibilities

The Company is responsible for providing adequate information and if necessary training to enable all personnel on site to discharge their responsibilities under this Plan.

The Site Supervisor and sub-contractors' Site Supervisors are responsible for ensuring that their personnel understand the requirements of this Plan in particular the Emergency Evacuation Procedure, the Site Layout Drawings, the Site-specific Fire/Emergency Procedures, their Muster/Assembly Point(s) and roll-call requirements.

All personnel on site have a responsibility to understand and comply with the requirements of this Emergency Plan and not undertake any actions that will endanger themselves or others.

3.5.3 Security

The possibility of potential emergency situations arising from arson, sabotage or vandalism should not be overlooked. Vigilance on site of all personnel is required to prevent such situations occurring.

To maintain the secure status of the Site, the following actions MUST be carried out:

- Vulnerable areas should be kept locked and secured when personnel are not present.
- Access routes and roads must be kept clear of obstructions and parked vehicles.
- Security arrangements to control pedestrians and vehicles on site must be complied with.
- Non bona-fide personnel on site should be challenged about their presence and if necessary reported to the Site Supervisor, security and or the police.
- All personnel must ensure that boundary fencing is maintained in good condition - defects should be reported to Site Supervisor for immediate attention.

3.5.4 Emergency Incidents

3.5.4.1 Fire

Arrangements for fire safety and emergency arrangements on Site will take cognisance of guidance/ requirements detailed in Fire Safety in Construction [HSE HSG168] and Fire Prevention on Construction Sites 9th Edition [Construction Confederation/Fire Protection Association].

Fire Prevention

The first fire precaution on Site is to prevent fire occurring. Most construction fires have simple causes and can be dealt with by simple precautions. The following is not a definitive list, but are particularly important:

1. Ensure that LPG cylinders and other flammable materials are properly stored. LPG should be stored outside buildings in well-ventilated and secure areas. Flammable materials such as solvents and adhesives should be stored in lockable steel containers;
2. LPG supplies should be turned off at the cylinder when not in use. This is particularly important out of hours. Serious explosions have occurred after site huts have gradually filled with gas because an LPG heater has not been turned off. Also make sure site huts are adequately ventilated and do not keep LPG in them if it is not needed;
3. Ensure that LPG equipment and fittings are properly maintained. Damaged hoses and fittings or makeshift connections are extremely dangerous because they can easily lead to leaks in tough construction conditions;

4. If there is any suspicion that LPG is leaking, stop using it and check. Leaks can be identified by hissing smell or using soapy water, but never with a naked flame. Only light up when you are certain that there are no leaks and that any vapour which has leaked has dispersed;
5. Formal permit-to-work systems will be used for 'hot works'. In particular, make sure extinguishers are at hand and that sparks or heat cannot set fire to surrounding materials. After the work has finished (usually an hour later) check the worksite to make sure that there is no smoldering material;
6. Keep the site tidy and make sure rubbish and waste is cleared away promptly and regularly;
7. Avoid unnecessary stockpiling of combustible materials and store what is necessary away from ignition sources. Limit what is taken onto site from the store to what is needed for a day's work;
8. Consider the need for special precautions in areas where flammable atmospheres may develop, such as the use of volatile solvents or adhesives in enclosed areas;
9. Make sure everyone abides by site rules on smoking.
10. Site rules for preventing fire are useless unless they are followed. The Site Supervisor will monitor Site and take appropriate action when breaches are found.

Precautions

During demolition works the fire risk to the building(s) decreases significantly as the work progresses and the building contents, furniture, carpets, non-load bearing partitions/walls, doors, etc. are removed (soft strip).

The firefighting equipment and requirements of this Fire and Emergency Safety Plan apply to all works carried out and for the duration of the Project.

Critical information, escape routes, details of fire equipment and location, Muster Point(s) will be detailed in the Site Layout Drawings. Copies of these drawings will be displayed at every Fire Point, on the Site Notice Board and will be clearly explained at induction.

Means of escape

Escape routes and emergency exits are marked on the Site Layout Drawings. These escape routes and emergency exits will:

- Be clearly signed by means of signage in accordance with the Health and Safety (Signs & Signals) Regulations;
- Be kept clear of all debris, soft strip arisings, etc.;
- Never be locked when people are on the site;
- The Muster Point will be identified on the Site Layout Drawing – this will be where everyone can gather and be accounted for.

In the event of an evacuation, the Site Supervisor will take a 'head count' using the Site signing in/out documentation.

Upon completion of the 'head count' information will be submitted to other interested parties, including but not limited to the emergencies, Client/Principal Contractor.

Fire Escape Routes (including distances)

Wherever possible the recommended travel distances to a place of safety will be as detailed in 'Fire safety in construction', as detailed in Table 2.

Fire hazard	Lower	Normal	Higher
Enclosed structures:			
Alternative escape route available	60m	45m	25m
Dead-end situation	18m	18m	12m
Semi-open structures: completed or partially constructed structure with substantial openings in the walls or roof			
Alternative escape route available	200m	100m	60m
Dead-end situations	25m	18m	12m
<p>Lower hazard areas are those where there is little flammable or combustible material present and the likelihood of fire occurring is low, example could be steel or concrete clad framework</p> <p>Normal hazard area will cover the majority of situations, flammables and combustibles are present, but of such a type and disposition that any fire will be localised.</p> <p>High hazard areas are locations with significant quantities of flammables or combustible materials present of such a type that in the event of a fire, rapid spread will occur</p>			

TABLE 2

Fire-fighting equipment

The equipment needed depends on the risk of fire occurring and the likely consequences if it does. Fire fighting equipment and location is detailed on the Site Layout Drawings. The Site Supervisor or designated competent person will ensure that:

- Fire equipment is located where it is really needed and is easily accessible;
- The location of fire-fighting equipment and how to use it is clearly indicated;
- The right sort of extinguishers is provided for the type of fire that could occur. A combination of water or foam extinguishers for paper and wood fires and CO2 extinguishers for fires involving electrical equipment is usually appropriate;
- The equipment provided is maintained and works;
- Fire-fighting equipment should be checked regularly by a competent person;
- Those carrying out hot work have appropriate fire extinguishers with them and know how to use them.

Occurrence of a Fire

Anyone discovering a fire should:

- Raise the alarm by contacting the Site Supervisor or by appropriate other means such as a manual 'break glass' button or sounding the air horn on site;
- Advise the Site Supervisor of the size, type and location of the fire and any other relevant information;
- Tackle the fire, if they are trained and competent and it is safe to do so, without endangering themselves.

The Site Supervisor will, acting on the information supplied, call the Emergency Services, and if necessary implement the Emergency Evacuation Procedure.

Materials Storage & Waste Control

Materials stored on Site for demolition projects are minimal, to minimise risk of fire from stored materials, the following precautions will be taken:

- The quantity of flammable materials, liquids and gases will be kept to a minimum;
- All flammable materials, liquids and gases will be stored properly;
- Flammable gas cylinders will be returned to a ventilated store at the end of the shift where practicable;
- Smoking and other ignition sources are banned in areas where gases or flammable liquids are stored;
- Suitable fire extinguishers will be available adjacent to the stores

Arisings from demolition activities will be removed from the work area and subsequently from Site on an ongoing basis. Records of all waste will be recorded within the Site Waste Management Plan; this will record details of waste, category, volume, etc.

Fire and Rescue Service

Prior to works commencing on Site, the Site Supervisor will contact the nearest Fire Station to advise of the Project and invite the appropriate Fire Office to visit site to discuss fire, rescue and emergency access requirements. Details of the discussions will be recorded and communicated to Site personnel and other interested parties.

3.5.4.2 Spillages Fuel/Oil/Chemical

A person becoming aware of a fuel/oil spillage should immediately contact the Site Supervisor advising him of the location and hazards generated by the Incident.

In the event of a chemical spillage the person discovering the spill will immediately inform the Site Supervisor and if possible identify to him the chemical(s) involved and any injured personnel.

The Site Supervisor will then determine how the spillage is to be dealt with, after reference to the relevant COSHH assessment and if necessary by summoning the appropriate Emergency Services or Specialist Services.

If appropriate the Site Supervisor will invoke the Emergency Evacuation Procedure.

3.5.4.3 Serious Accident

In the event of a serious accident occurring (e.g. collapse of a structure) the Site Supervisor must be informed immediately.

The Site Supervisor will call the Emergency Services to deal with the incident and treat the resultant casualties and if the hazards remaining warrant it he will invoke the Emergency Evacuation Procedure.

3.5.4.4 Explosion or Risk of Explosion

In the event of an explosion or the imminent risk of explosion (e.g. from a leaking LPG or Gas Bottle) any personnel becoming aware of the situation must inform the Site Supervisor IMMEDIATELY and warn adjacent personnel to proceed to their Assembly/Muster Point(s) via a safe route.

The Site Supervisor will immediately contact the Emergency Services and invoke the Emergency Evacuation Procedure.

3.4.4.5 External Situations

Where there is a possibility of a major incident arising from adjacent premises it may be necessary to evacuate the site.

When such circumstances arise the Site Supervisor will liaise with the Emergency Services called to the external incident and take their advice as to the continuation of work on site.

In the event of an evacuation of the site being necessary the Site Supervisor will invoke the Evacuation Procedure.

3.5.4.6 Action by other Personnel

Unless nominated to undertake specific duties by the Site Supervisor all OTHER PERSONNEL on becoming aware of an emergency situation or hearing the evacuation alarm will:

- If safe to do so, shut down plant and equipment and render it safe, and then follow a safe route to their Assembly Point taking NO ACTION that will endanger themselves.
- Report their presence at the Assembly Point to their supervisor and assist the supervisor in accounting for any missing personnel.

Personnel with specialist training and certification ie. First aiders should then report to the Site Supervisor and render any assistance as directed by the Site Supervisor. First Aid "Grab Bags" should be positioned at exits and these should be taken by First Aiders, providing this does not delay their exit.

Supervisors at the Assembly Point must account for staff and visitors under their control to the nominated person undertaking the roll-call. Any missing personnel should be reported to the Site Supervisor for the Emergency Services to locate.

3.5.5 Emergency Evacuation Procedure

Dependent on the type and nature of each the incident a full Evacuation of the site may be required.

The Site Supervisor once, in command of the circumstances of the incident will:

- Sound the evacuation alarm
- Ensure that all relevant emergency services have been summoned
- Instruct a suitable competent person to undertake a roll-call of personnel at the Assembly/Muster Point(s) with each supervisor of personnel accounting for the people under his/her supervision including visitors.
- Establish a control point at a convenient SAFE venue and from there liaise with the relevant Authorities and Emergency Services to manage the incident and the search for any missing or trapped personnel.
- Ensure, where appropriate, and it is safe to do so, that unnecessary plant and equipment is shut down.
- Ensure, through the nomination of a competent person that the emergency services are directed through a safe access route to the incident.
- Ensure that they are provided with any necessary information to deal with the Incident e.g. Plan of Site, COSHH Data Sheets and Assessments etc.
- Ensure that no personnel re-enter the site until advised by the Emergency Services that it is safe to do so.
- If appropriate, barrier off the area of the incident to prevent unauthorised access and contamination of a possible investigation by the Enforcing Authorities.
- Inform the Contract Director and where appropriate the Enforcing Authorities.
- Prepare a preliminary Occurrence/Near Miss Report.
- Where portable fire-fighting appliances have been used ensure that they are replenished as soon as possible for future operation.

3.5.6 Plan Evaluation

Where practicable, the effectiveness of this Plan will be demonstrated by a practice session, generally every 4 weeks, organised by the Site Supervisor at a convenient time and date, and a record kept of such sessions including any significant comments/findings; details of the practice will be recorded into the Emergency & Fire Register.

Evacuation alarms will be tested weekly at a published time and day and records maintained of the testing; details of the testing will be recorded into the Emergency & Fire Register.

4.0 SIGNIFICANT SITE RISKS – ARRANGEMENTS

4.1 Introduction

The information detailed in the following sections is an overview of the arrangements to control the safety and health of both Company employees and any others who may be affected by our activities, including other workers on Site, visitors to Site and members of the public.

Specific and detailed information identifying actual arrangements and controls will be embedded within the task/area specific Method Statements and related assessments.

As previously described, these Method Statements, related environmental documentation and this document form the 'safe system of work' for the management of the Project.

4.2 Work involving particular risks (Schedule 3 – CDM 2015)

4.2.1 Work at height

Under the hierarchy of control stipulated in the Work at Height Regulations, the Company will determine how to safely work at height.

The hierarchy stipulates that duty holders must:

- (i) Avoid work at height where they can
- (ii) Use work equipment or other measures to prevent falls where they cannot avoid working at height
- (iii) Where they cannot eliminate the risk of a fall, use work equipment or other measures to minimise the distance and consequences of a fall should one occur.

Only when level (i) is not practical will the next level be considered.

Due to the nature of demolition activities, it is virtually impossible to avoid work at height. However, suitable controls will always be in place to prevent falls or minimise the distance and consequences of a fall.

Where appropriate, and as required by the Regulations, approved type safety harnesses will be worn and the lanyard attached to a secure and suitable anchorage point.

All Company top men are issued with full body safety harnesses as part of their basic Personal Protective Equipment.

Details of access requirements will be detailed within the task/area specific Method Statement(s).

4.2.2 Asbestos

A Demolition/Refurbishment Survey, as detailed in Asbestos – the survey guide (HSG 264), Reference J038923, carried out by TRAC Associates Limited, is available and has identified asbestos containing material to the bridges in the form of mastic sealant to the windows.

All asbestos materials will be removed and disposed of in accordance with the Control of Asbestos Regulations, and related Approved Code of Practice 'Work with materials containing asbestos' [L143], Asbestos: The licensed contractors' guide [HSG 248], Asbestos: The analysts' guide for sampling, analysis and clearance procedures [HSG 247], NFDC publication '*Industry guidance for non-licensed work with asbestos containing materials within a demolition or refurbishment environment*', and related HSE/ARCA Guidance documentation.

A Plan of Work will be generated for asbestos works involving the removal of asbestos notifiable under the requirements of our Asbestos Licence; licensable asbestos will be removed and a Certificate for reoccupation obtained from a UKAS accredited analyst prior to demolition works commencing.

Method Statements will be generated for all works involving the removal of non-notifiable asbestos. The removal will be interlinked with the demolition programme so as to minimise likelihood of exposure to asbestos containing materials. Any material found during demolition activities suspected of being asbestos will result in work being stopped. Actions will be carried out as detailed in the Asbestos Unexpected Discovery flowchart (Appendix J).

The Site Supervisor will arrange for samples to be taken and forwarded to a designated laboratory for analysis. Dependent upon the results, demolition works will either recommence or revised methods implemented.

4.2.3 Hazardous substances (COSHH)

Hazardous substances (COSHH products) on demolition Sites fall into three categories:

- Products brought onto site for use by Company personnel (Category i)
- Substances generated as a result of Company processes, eg dust, metal fume Category ii)
- Substances present on site left as contamination/residue resulting from Client processes previous to demolition activities commencing (Category iii)

Categories i) and ii)

COSHH Assessments are carried out by utilisation of Materials Safety Data Sheets or information provided by other third parties and review of actual usage/generation on sites by Company personnel.

Providing the control measures listed in the appropriate COSHH Assessment are adhered to, it is considered that the risk from products is as low as is reasonably practicable.

The assessments are reviewed on an annual basis, as part of the Safety, Health and Environmental process, or sooner if considered necessary/conditions dictate.

Category iii)

Information is provided by the Client, generally Materials Safety Data Sheets, this will be assessed and appropriate control measures, dependent upon the hazards presented by the substance(s), will be implemented. These control measures may include, but not be limited to, selection of methodology, use of personal protective equipment (PPE), disposal of waste.

4.2.4 Explosives

Explosive demolition will not be carried out.

4.2.5 Dismantling activities

Risk assessments will be carried out and method statements generated (Safe systems of work [SSW]) will be generated for all dismantling activities; the SSW will take cognisance of the nature of the plant/equipment to be dismantled, including weight of sections and total weight, location/access.

Methods of dismantling, use of access lifting equipment, etc., will be clearly described; all works will be carried out by operatives experienced in the dismantling process/techniques.

4.2.6 Any other significant risks

Demolition activities do not generally involve safety risks detailed below:

- Work with ionising radiation requiring controls required by the Ionising Radiations Regulations;
- Work near high voltage power lines;
- Work on wells, underground earthworks and tunnels;
- Work on or near water where there is a risk of drowning;
- Work carried out by divers having a system of air supply;
- Work carried out in a caisson with a compressed air atmosphere.

In the event that any of these safety risks being present on site, a full risk assessment will be carried out and appropriate method statements generated (Safe System of Work) . Demolition methodologies will take cognisance of the appropriate safety risk.

4.3 Safety Risks

4.3.1 Delivery/removal of materials (including waste)/work equipment/plant

Delivery/removal

All vehicles, either delivering or removing materials/work equipment/plant, will take the designated access/egress route onto Site and report to the Site Supervisor. The designated route to and from the site is along King Street West onto Southgate, egress will be along Southgate into St Mary's Street.

When entering via public highways and in any area where delivery/removal activities impinge on public thoroughfares, access and egress and egress will be controlled by a banksman.

All materials will be unloaded in nominated lay down areas and transported to working areas as required.

Materials will be moved around the site and unloaded by suitable vehicles e.g. telehandler, crane, hiab lorry, etc.

Control and Disposal of Waste

All waste products will be removed from site in accordance with the relevant Regulations and a Duty of Care Note or Hazardous Waste Consignment Note as required by the Hazardous Waste Regulations. Copies of the disposal documentation will be held on site.

Only licensed waste carriers will remove waste from site.

All skips and roll on/off containers will be placed such that they do not present an obstruction to means of access and egress for personnel, plant or vehicles. They will be based on firm level ground and filled with discretion (i.e. not overloaded).

Proper transportation will be provided to move waste skips and roll on/off containers. Movement on site with unsuitable equipment will not be permitted on site.

Whilst it is the drivers responsibility to ensure that his load is safe when being transported, the Site Supervisor will ensure that waste skips are suitably sheeted; scrap containers are not overloaded before leaving site and necessary waste documentation is available and in order for all waste materials leaving Site.

4.3.2 Services (including temporary electrical installations)**Services**

Services within the demolition projects may include, but not be limited to:

- Gas
- Electricity
- Water
- Telecommunications
- Client process services

All existing services will be isolated/diverted, by the Client before demolition works commence. Services will be provided by the client to the office buildings to be utilised as welfare facilities. The Company will obtain confirmation of isolations before starting works, where practicable, physical severance of services will be carried out and identified by the Company at the separation point(s).

Regardless of isolation documentation, all care will be taken when carrying out demolition works to verify the actual status of services within the demolition area(s). Any areas of concern, ie suspicion of possible 'live' service, will be identified to the Client, verification of the status of the service undertaken and, depending upon the result of the verification, appropriate action taken.

If the slab is to be removed, a CAT scan will be carried out prior to work commencing.

Any 'live' services to be retained within the demolition area(s) will be clearly identified by suitable method, colour coding, spray paint, etc. Demolition methodologies will take cognisance of the existence of these services.

Overhead power lines and 'live' pipe gantries will be identified to all personnel, will be recorded in the Method Statement, and where appropriate, will be segregated by physical barriers to prevent possible contact. Demolition methodologies will take cognisance of the existence of these services.

Access to the sub-station located at ground level in the MSCP will be maintained at all times.

Temporary electrical installations

Generally the only temporary electrical installations on Site are required for the Site welfare facilities. Any cabins with electrical equipment will be accompanied by appropriate certification.

Installation of the electrical supply will be carried out by a competent electrician and will be in accordance with the Electricity at Work Regulations.

4.3.3 Adjacent land use/Site neighbourhood

The site is located on Southgate, Manchester.

The site boundaries are described below:

North Southgate road.

East Department store.

South King street west.

West Multi storey car park.

The bridges span between the department store and the multi storey car park.

There is an underground tunnelling located to the north end of Southgate between the car park and the department store. Cranes are not to be positioned in close proximity to the tunnelling.

CBL will ensure these people are not exposed to any avoidable Risk(s) and that their inconvenience is minimal.

CBL will take precautions to protect members of the public from site hazards. The Client will provide information regarding the proposed works will be provided to residents in the form of a letter drop. The information provided will generally include the following details:

- Brief outline of the works to be carried out.
- Information / warning of the dangers within demolition sites, (The letter will ask that these dangers to be explained to children by parents / guardians).
- Contact details of the Site Managers Number and Out of Hours Contact (Site Managers contact details will also be displayed on the boundary site fencing).

Demolition methodologies will take cognisance of the adjacent land use/Site neighbourhood.

4.3.4 Stability of structures

The information supplied by the Client and Site assessment will identify the stability of structures.

Personnel will not enter any structure suspected to be unstable, in such cases, appropriate methodology, generally by demolition by mechanical methods, ie machine external to the structure, will be utilised.

When demolishing structures, the basic principles of structural demolition (as detailed in BS6187:2011), ie progressive, deliberate collapse or deliberate removal will be considered.

Demolition methodologies will take cognisance of the stability of the structure prior to demolition works commencing and the ongoing stability of the structure during the course of demolition works.

4.3.5 Control of lifting operations

Lifting operations if any will be performed in accordance with the Lifting Operations and Lifting Equipment Regulations (LOLER) 1998.

All plant and equipment used for lifting on the site, which requires inspection and/or testing under the requirements of LOLER will be correctly tested and be accompanied by the appropriate Test Certificates.

All lifting operations will be planned in accordance with BS 7121 and an appointed person will be present when lifting is taking place.

The weight of all lifts will be assured such that the proposed lifting down by crane can be completed within the crane manufacturer's stated safe working load and radius.

4.3.6 Maintenance of tools, plant & equipment

All tools, plant and equipment are serviced maintained and inspected in accordance with the requirements of appropriate legislation, this includes the Provision and Use of Work Equipment Regulations (PUWER), the Lifting Operations and Lifting Equipment Regulations (LOLER) and Electricity at Work Regulations.

The service, maintenance and inspection controls for all work equipment are commensurate with the use and exposure to adverse conditions to which the work equipment is exposed whilst in use.

Plant and equipment is divided into two basic categories:

Hand Tools

Either powered, stihl saws, grinders, drills, etc., or manually used, mattocks, crowbars, hammers, etc.

Prior to use, all hand tools are subject to a visual inspection by the user. Any faulty or damaged equipment will be taken out of use and replaced. The faulty/damaged equipment may either be scrapped or sent for repair.

All electrical tools and equipment to be used on site will be 110 volt or less unless otherwise permitted. Any 240V AC or 440 V AC equipment permitted (e.g. plasma cutters) will be fitted with a suitable residual current device.

All portable electric equipment will be accompanied by valid PAT documentation.

Oxy-propane torches and related equipment will be fitted with check valves adjacent to the cutting torch and flash back arrestors to the regulators.

Plant/Equipment

Excavators, telehandlers, fork lift trucks, powered access equipment, etc.

Drivers are required to record details of inspections onto the Weekly Plant Inspection, this document is returned to the Plant Manager on a weekly basis and contains information as below:

- Details of the inspection – engine, hydraulics, electrics, etc.
- Hours worked and/or standing time (broken down)
- Details of any faults identified

Serious faults are notified to the Plant Manager immediately to enable appropriate action to be taken. This generally involves either use of the Company plant fitters or suitable third party.

The Plant Manager maintains Spreadsheets to identify service, maintenance and inspection intervals and individual files for all Company owned Plant and equipment.

Services, maintenance inspections and repairs carried out by third parties are recorded onto appropriate documentation.

4.3.7 Traffic routes (including segregation of vehicles and pedestrians)

Traffic routes, both for access/egress to and from the Site and for movement within the Site will be identified prior to commencement of works activities.

Site access will be via King Street onto Southgate. Egress will be via a second set of gates onto Southgate leading to St Mary's Street. (See Site Layout Plan Appendix C).

During periods of lifting operations access to site will be via Back South Parade and egress onto Southgate leading to St Mary's Street.

HGV's must turn on their flashing warning lights when approaching the site entrance and their lights must remain on during all movements (to, from and onsite) until they exit from Site. In addition, HGV drivers will be instructed not to exceed 5MPH when traveling within the site.

Works will be sequenced to ensure that HGV's drive into and out of site in a forward gear; when in use the site entrances will be controlled by a vehicle marshal.

When practicable, a one-way system will be put in place on Site; when this is not practicable, vehicles will not be allowed to reverse unless controlled by a banksman. During all vehicle movements into and out of site, the site entrance will be controlled by a banksman / vehicle marshal.

The site gates will be kept locked at all times when not in use.

When on site, Vehicle traffic will be segregated from pedestrians by suitable methods. These routes will be documented within the task/area specific Method Statements.

All drivers must ensure that all mirrors are in good condition and are clean; all Drivers must follow banksman's instructions.

All operatives must wear Hi Vis waist coats at all times. Operatives must remain vigilant and be aware of the location of moving vehicles and the work going on around them.

4.3.8 Storage of materials

Demolition activities do not use significant amount of materials as part of the process. Deliveries to Site are generally PPE, plant/equipment, hand tools and diesel.

All materials will be unloaded in nominated lay down areas and transported to working areas as required.

Oxygen and Propane storage will be in a suitable location on site and will be in a separate secure steel cage. All loose bottles will be secured in a vertical position.

Diesel fuel will be stored in a fully bunded fuel bowser, spill material will be available in the immediate vicinity. Materials will be moved around the site by suitable vehicles e.g. telehandler, crane etc.

4.3.9 Excavations/poor ground conditions

Excavations

The major risk from shallow pits, ducts and excavations, will be to be members of the public and workers on site. Most accidents can be eliminated if care is taken to protect the working area effectively and prevent access by unauthorised persons. In addition any holes and openings will be kept covered where possible or a physical safety barrier erected.

Poor ground conditions

Work in poor ground conditions will be undertaken only after a full risk assessment has been carried out. Demolition methodologies will take cognisance of the ground conditions.

No heavy plant to be located in close proximity to the underground tunnel.

4.4 Health Risks

4.4.1 Manual handling

To comply with the Manual Handling Regulations, the Company has carried out a Task, Individual capacity, Load, Environmental and Other factors [TILEO] manual handling assessment, using the HSE Manual Handling Assessment Chart (MAC) score sheets within the publication '*Manual Handling Assessment Charts*' (INDG3830,

and a Pushing and Pulling Risk Assessment (RAPP), using the HSE publication '*Risk assessment of pushing and pulling (RAPP) tool*' (INDG478)

To carry out the assessment, the Company:

- Identified the manual handling operations undertaken by Company personnel
- Made an appraisal, as far as is reasonably practicable, of all manual handling operations to determine if there is a risk of injury to employees.

Wherever practicable, eliminate manual handling by use of mechanical methods to both demolish/remove and transport material.

4.4.2 Noise, Vibration and Dust

4.4.2.1 Noise

Works will be carried out in accordance with 'BS 5228-2:2009+A1:2014 Code of practice for noise and vibration control on construction and open sites – Part 1 Noise'. Copies of the appropriate regulations and guidance notes will be kept on the site. Any necessary personal protective equipment will be acquired and provided as required. All our plant/equipment is fitted with appropriate silencing devices commensurate with the equipment – all plant/equipment is serviced and maintained to maintain optimum performance.

As part of our ISO 14001:2015 and ISO 45001:2018 accreditation, standard Company procedures are to switch all plant/equipment off whilst not in use – this is for various reasons including, but not limited to, noise nuisance, safety reasons – unattended plant/equipment is dangerous, and environmental reasons – waste of fossil fuel and unnecessary emissions increasing our environmental impact.

Noise assessments pursuant to the Noise at Work Regulations will be carried out as required using hand held noise monitors. The results of the assessments will be reviewed and the appropriate actions taken. Wherever possible/practicable, steps to reduce noise below the appropriate action levels will be implemented.

Where reduction of noise to below the second action level is not practicable, the area will be delineated and identified as requiring ear protection. Identification of these areas will be by safety signs as required by the Health and Safety (Signs and Signals) Regulations.

Typical second action level areas include:

- Where percussion tools are in use
- Inside the driver's cab of certain plant

4.4.2.2 Vibration

Works will be carried out in accordance with 'BS 5228-2:2009+A1:2014 Code of practice for noise and vibration control on construction and open sites – Part 2: Vibration'. Copies of the appropriate regulations and guidance notes will be kept on the site.

Whole body and hand arm vibration will be subject of risk assessments specific to the task being carried out/equipment being used.

Measures taken to minimise exposure the effect of vibration include, but are not limited to:

- Elimination of use of vibrating hand tools
- Selection of suitable plant/equipment i.e. Concrete crunchers as opposed to hydraulic breakers where possible
- Ensuring all plant & equipment is serviced and maintained
- Minimising exposure to vibration by controlling periods of use
- Monitoring employees exposure

Demolition methodologies will take cognisance of the risks entailed in the work activities and exposure to vibration.

4.4.2.3 Dust

Good working practices and liaison on the works to be carried out and will be employed to cause as little noise/dust disturbance to others. Dust emissions resulting from the works are kept to a minimum by adopting the following control methods:

- Dust will be suppressed by damping down at source using a fine water spray from a pressurised water bottle
- Operatives will be instructed to wear the appropriate dusk masks and additional PPE which will be supplied.
- Affected roadways will be swept as required.

4.4.3 Exposure to UV radiation (from the sun)

Demolition activities require the use of full body protection at all times – either polycotton overalls, disposable overalls or chemically resistant overalls.

Operatives do not work 'uncovered' - as a result, exposure to sunlight (UV radiation) will not generally be an issue.

4.4.4 Covid-19

See Appendix J COVID 19 Site Risk Assessment

5.0 THE HEALTH AND SAFETY FILE**5.1 Introduction**

Contents of the Health and Safety File will take cognisance of Appendix 4 of CDM 2015 and input from the Client, Principal Designer, Contractors and Temporary Works Designers/Contractors, if applicable.

Where practicable, the contents will be agreed prior to commencement of the demolition (construction) works period.

5.2 Layout and format

The information contained within the Health & Safety File will be:

- i) General description of work
- ii) Waste Disposal Information (Waste Streams and Destinations)
- iii) Asbestos Data
- iv) Health & Safety Reports
- v) Service Information/Isolation Certificates

If the Client requires any further information to be included, this will be identified prior to works commencing to enable information to be collected.

5.3 Arrangements for the collection and gathering of information

Information for inclusion within the Health & Safety File will be collected and retained within the Project File throughout the Project duration.

Upon completion of the Project, the necessary information will be extracted from the Project File and utilised to generate the Health & Safety File.

5.4 Storage/Presentation of information

'Hard' copy of the Health & Safety File is issued to the Client within the Client CDM documentation; if required electronic copy, in the required media, generally DVD or USB stick, will be provided.

The Company retain copies of Health & Safety Files for a minimum period of three years from date of issue.

6.0 APPENDICES

Appendix A	F10
Appendix B	Information from Client (including drawings)
Appendix C	Site Layout Drawing
Appendix D	Emergency and Fire Register
Appendix E	Incident Recording & Reporting flowchart
Appendix F	Site Specific Fire/Emergency Arrangements
Appendix G	Personal Protective Equipment (PPE) Assessment
Appendix H	Emergency Guide
Appendix I	Asbestos Unexpected Discovery flowchart

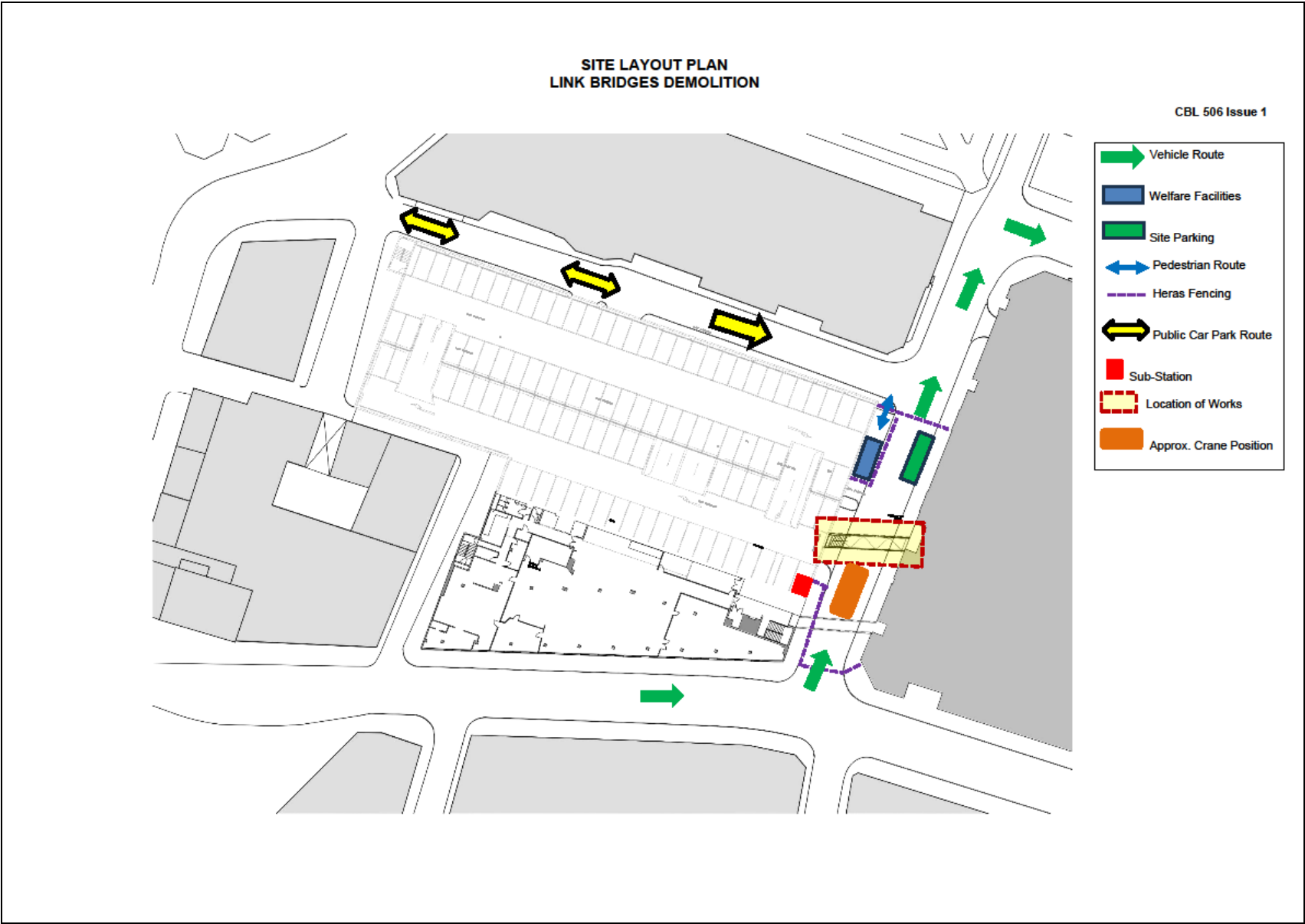
APPENDIX A F10

To be appended here

APPENDIX B CLIENT SUPPLIED INFORMATION (INCLUDING DRAWINGS)

Cumming	Invitation to tender & Tender document pack
	1004 – Deansgate – Tender pack
	Chapter 2 – Scope of works
Appendix A – Existing DWG	DWG – Existing 01 – cross sections
	Kendal Milne Car park 747727 7 of 18
	Underground Subway
	Underground Subway – cross section
Appendix B - PCI	2023 09 01 130750 Issue
	Appendix B – 130750 PCI -
Appendix C – Design Assessment	Appendix C – P02 Design Assessment Form (Bridge Removal) Rev 02
Appendix D – Tender Queries	Appendix D – Tender Queries
	Appendix D – Tender Queries – Deansgate bridge links
Chapter 1 - Contract	Chapter 1 – Deansgate – Contract – JCT ICD 2016 Schedule of Amendments (73339538.1)
Chapter 2 - Specification	Chapter 2 – Specification of Works
	Chapter 2.1 - Preliminaries
	Chapter 2.2 - Preambles
	Chapter 2.3 – Schedule of Works
	Tender return form
Chapter 3 – Fairhurst Structural Drawings	130750 – Drawing issue register
	DGA-FH-ZZ-XX-DR-S-0700
	DGA-FRH-Q1-ZZ-DR-S-4700
	DGA-FRH-Q1-ZZ-DR-S-4701
	DGA-FRH-Q1-ZZ-DR-S-4702
	DGA-FRH-Q1-ZZ-DR-S-4702-min
	DGA-FRH-Q1-ZZ-DR-S-4703
	DGA-FRH-Q1-ZZ-DR-S-4704
	DGA-FRH-Q1-ZZ-DR-S-4705
	DGA-FRH-Q1-ZZ-DR-S-4706
	DGA-FRH-Q1-ZZ-DR-S-4707
	DGA-FRH-Q1-ZZ-DR-S-4708
	DGA-FRH-Q1-ZZ-DR-S-4709
	Chapter 3 – DGA-FRH-Q1-ZZ-DR-S
Chapter 4 – Architects Drawings	Chapter 4-6273 Kendals Arch Implementation
Tender Clarification 1	Copy of Tender Queries 1-20230929
Post Tender Clarification 1	23-A1547.00 - Tender Analysis Schedule - Connell Brothers - Clarifications

APPENDIX C SITE LAYOUT



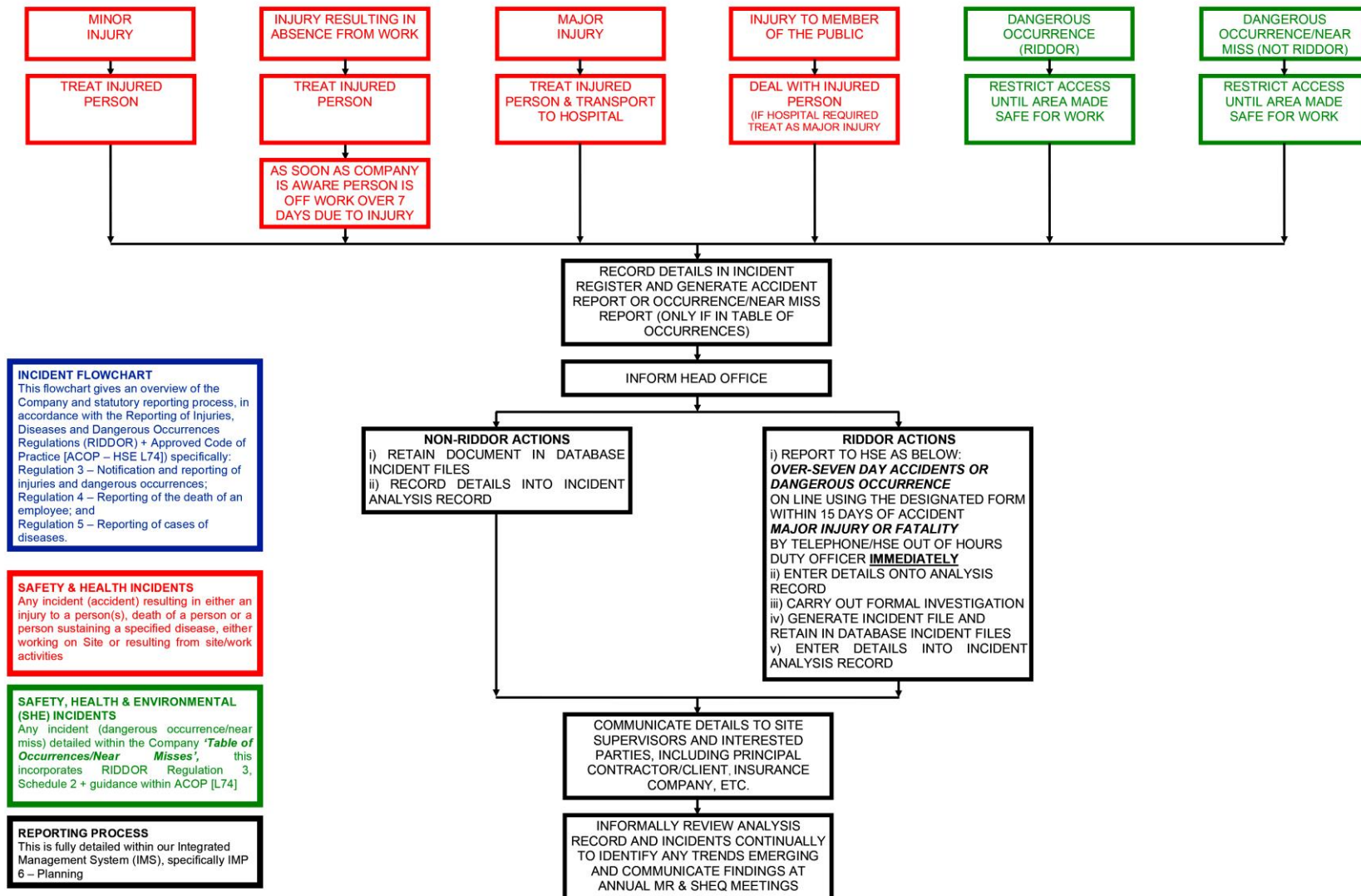
APPENDIX D EMERGENCY & FIRE REGISTER

EMERGENCY AND FIRE REGISTER														Project No:	
EQUIPMENT CHECK (WEEKLY)															
SITE AREA	EQUIPMENT CHECKED	Date													
		By (initial)													
Satisfactory (S)/Unsatisfactory (U) – If 'U' record details of corrective action															
Corrective Actions															
EMERGENCY EVACUATION AND FIRE DRILLS															
Date	Time	Performance (Speed of response, Operatives attitude, head count, time for full assembly, etc.),										Number of Operatives	Supervised by (Initial)		

(NOTE: This form issued separately as Form 7.2L2)

APPENDIX E INCIDENT RECORDING & REPORTING FLOWCHART

INCIDENT RECORDING & REPORTING



Form 7.2AA.03

APPENDIX F**SITE SPECIFIC FIRE/EMERGENCY ARRANGEMENTS****1.0 SITE PRECAUTIONS (ARRANGEMENTS)**

Escape routes are as detailed on the Site Layout Drawings:

In the event of the alarm going off, all personnel must leave the work area and assemble at the site offices.

LIFTS MUST NOT BE USED IN THE EVENT OF THE ALARM SOUNDING

Fire Points comprising extinguishers, safety signs and Site Plans are located at the site offices and adjacent to the work area on the ground within the exclusion zone.

2.0 FIRE ESCAPE & COMMUNICATIONS**2.1 Emergency Procedures**

There are no variations from the documented Emergency Procedures – these must be followed.

2.2 Fire Escape Routes (including distances)

Existing fire escape routes will be utilised during the demolition works.

3.0 SMOKING AREAS

Smoking areas will be advised at Induction and will be clearly identified.

Smoking is not allowed in the building or anywhere else on site apart from the designated area.

Anyone found smoking outside the designate area will be subject to disciplinary action.

4.0 PERMITS

A Permit to Work (PTW) will be utilised to impose more stringent controls upon the hot works where the location of the burning and surrounding environment dictate; the Hot Works PTW requirements will be clearly identified within the related Method Statement and risk assessments (RAMS). Use of the PTW will be at the discretion of the Contract Director or designated person.

5.0 TEMPORARY BUILDINGS, ACCOMMODATION & TEMPORARY ELECTRICAL INSTALLATIONS

Welfare facilities will be maintained in a clean and good condition. All portable electrical equipment will be PAT tested and the mains circuits checked by a competent electrician.

Any faults with electrical equipment must be reported to the Site Supervisor **IMMEDIATELY**.

6.0 MATERIALS STORAGE & WASTE CONTROL

Any materials brought to Site for use by Company personnel must be stored in the lockup container, fuel containers must be stored on a bunded tray/pallet.

All arisings are to be moved on an ongoing basis to the designated skip. Soft strip **MUST NOT** be allowed to accumulate in the work areas.

APPENDIX G

PERSONAL PROTECTIVE EQUIPMENT (PPE) ASSESSMENT																
PARTS OF BODY AT RISK	RISK															
	FALLS FROM HEIGHT	BLOWS, IMPACTS, CUTS	STABS, CUTS, GRAZES	VIBRATION	SLIPS, TRIPS, FALLS	HEAT/FIRE	COLD/INCLEMENT WEATHER	IMMERSION	NON-IONISING RADIATION	IONISING RADIATION	ELECTRICAL	NOISE	DUST/FIBRES	FUMES	SPLASHES/SPURTS	GASES/VAPOURS
CRANIUM		X	X													
EARS												X	X			
EYES													X	X	X	X
RESPIRATORY TRACT													X	X	X	X
FACE		X	X		X										X	
WHOLE HEAD		X	X													
HANDS		X	X	X	X	X	X						X		X	
ARMS (Parts)		X	X	X												
FEET		X	X			X	X	X								
LEGS (Parts)		X	X		X	X	X	X								
SKIN		X	X		X	X	X	X					X		X	X
TRUNK/ABDOMEN		X	X			X	X	X								
WHOLE BODY	X			X	X	X	X	X								
OTHER FACTORS WHICH MAY BE RELEVANT IN SELECTION/USE OF PPE																
IS A COMBINATION OF PPE (IF APPROPRIATE) A FACTOR?												YES/ NO				
IS PHYSICAL EFFORT A FACTOR IN CHOICE OF PPE?												YES/ NO				
ANY OTHER FACTORS IN CHOICE OF PPE? (SPECIFY)												YES /NO				
IS VISIBILITY A FACTOR IN CHOICE OF PPE?												YES/ NO				
IS COMMUNICATION A FACTOR IN CHOICE OF PPE?												YES /NO				
PPE TO MINIMISE THE RISKS IDENTIFIED INCLUDES:																
MANDATORY: SAFETY HELMET, SAFETY BOOTS, LIGHT EYE PROTECTION, GLOVES (GENERAL USE, eg RIGGERS), HI-VIS CLOTHING (VEST OR JACKET) WET WEATHER GEAR (when working outdoors in bad weather)								TASK SPECIFIC: ORI-NASAL MASKS (WITH APPROPRIATE FILTER), DUST MASK, VISOR (TINTED OR NON-TINTED), GLOVES (TASK SPECIFIC eg BURNERS GAUNTLETS), HARNESS/LANYARD (OR OTHER FALL ARREST SYSTEM), FR GRADE OVERALLS, DISPOSABLE OVERALLS								
THIS ASSESSMENT TAKES INTO ACCOUNT GENERAL DEMOLITION ACTIVITIES – ADDITIONAL/DIFFERENT PPE REQUIRED AS A RESULT OF PROCESSES OUTSIDE THE SCOPE OF THIS ASSESSMENT WILL BE DETAILED IN THE RELATED METHOD STATEMENT AS A SEPARATE ISSUE																
IMPORTANT NOTE: PPE IS USED AS THE LAST OPTION OF PROTECTION - NOT THE FIRST. WHEREVER REASONABLY PRACTICABLE, METHODOLOGY IS SELECTED TO ISOLATE PERSONNEL FROM THE HAZARD AND RELATED RISK																
Assessment reviewed by generator of this document prior to issue																

(NOTE: This form detailed within IMS as Form 7.2H – utilised where necessary for task/specific activities)

APPENDIX H

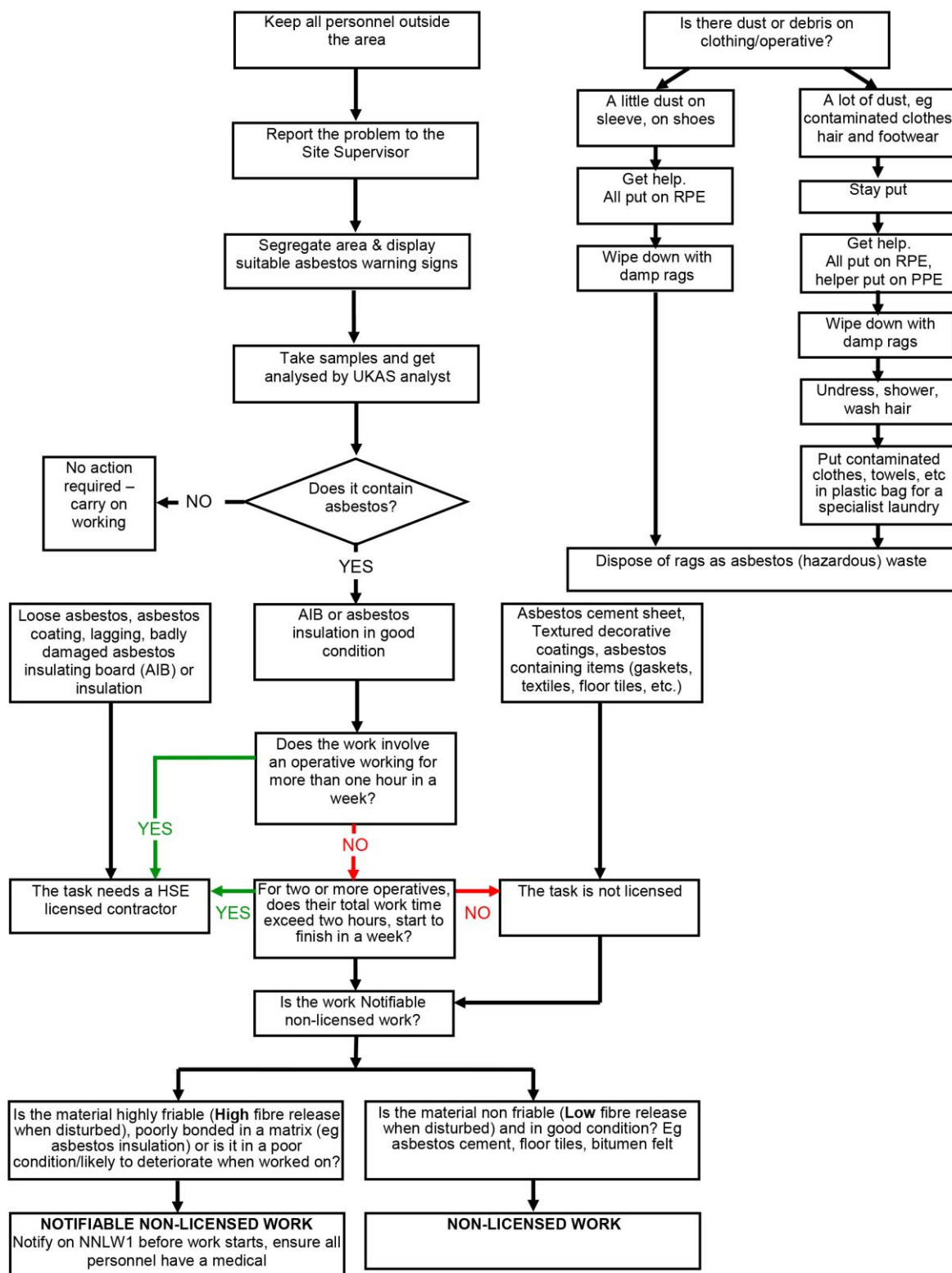
EMERGENCY GUIDE	
Action	Contact
Fire in Plant, Buildings or Portable Accommodation Raise the alarm Evacuate any Buildings or plant near the fire Dial 999 and state Fire - follow the instructions given If safe to do so remove any plant from the area - Do not put yourself at risk Inform the Site Supervisor or your foreman immediately All electrical supplies should be isolated and made safe in the area of the fire Assemble at fire point and check that all visitors, contractors and staff are accounted for.	999 Site Supervisor (or designated person)
Fire on Site Raise the alarm Evacuate any buildings or plant near the fire Dial 999 and state Fire - follow the instructions given If safe to do so remove any plant from the area - Do not put yourself at risk Inform the Site Supervisor or your foreman immediately Stop working and evacuate all personnel and equipment from the area if safe to do so. Stop personnel and vehicles entering area.	999 Site Supervisor (or designated person)
Accident/Injury Remove casualties from immediate danger If injuries are serious Dial 999 and ask for an ambulance - follow the instructions given Summon the first aider Do not move any plant or equipment involved other than to rescue casualties Inform the Site Supervisor or your foreman immediately Contact the SHE manager Record details in accident book	999 Site Supervisor (or designated person)
Electrical Isolate supply and/or casualty, Do not touch anything until supply is isolated. Inform the Site Supervisor or your foreman immediately Summon Help / Call emergency services Give first aid	999 Site Supervisor (or designated person)
Spillage or Leakage Report all spillages or leaks to your Supervisor immediately. For small spillage's use absorbent materials For large spillages bund with soil or other suitable inert material and inform the Site Supervisor or your foreman immediately Consult the COSHH file and/or consignment note for hazards. If possible move leaking container to bunded area If spillage cannot be contained call the EA	999 Site Supervisor (or designated person)
Exposure to Chemicals/unknown substances Remove casualty from danger Remove contaminated clothing and use emergency shower Consult the COSHH file and/or consignment note for hazards. Inform the Site Supervisor or your foreman immediately Send casualty to hospital along with details of the material and sample Contact Group SHE manager for further advice	999 Site Supervisor (or designated person)
Explosives/Bombs Evacuate area and keep clear Inform the Site Supervisor or your foreman immediately Dial 999 and state nature of emergency	999 Site Supervisor (or designated person)

Gas (Landfill or other) Evacuate area and keep clear Inform the Site Supervisor or your foreman immediately Contact Environmental Monitoring Team	999 Site Supervisor (or designated person)
Flooding Isolate all electrical supplies Inform the Site Supervisor or your foreman immediately Contact Environmental Monitoring Team / EA as appropriate	999 Site Supervisor (or designated person)

APPENDIX I

ASBESTOS – UNEXPECTED DISCOVERY

IN THE EVENT OF FINDING UNIDENTIFIED MATERIAL THAT COULD CONTAIN ASBESTOS
STOP WORK IMMEDIATELY AND FOLLOW PROCEDURE



If the presence of asbestos is confirmed, works must be carried out by trained, experienced/competent personnel, records **MUST** be maintained, appropriate notifications carried out and new/revised risk assessments and Method Statements/Plans of Work (RAMS) generated

Flowchart based on guidance/information within HSE publication Asbestos Essentials, specifically a0 - Advice on non-licensed work with asbestos and em1- What to do if you uncover or damage materials that may contain asbestos