



STATEMENT (RA / MS) INCORPORATING
CONSTRUCTION PHASE PLAN & ENVIRONMENTAL
ASSESSMENT

Bruntwood – 38-42 Mosley Street
Manchester

M2 3AZ

Date: 1/08/2023

Methodology



Installation, Maintenance and Small works	Installation of Access control and CCTV
Standard to Which Installed	NCP109 NCP104
In accordance with Specification Number	701589

**ALL Site Personnel MUST make themselves fully aware of
The Client's Site Safety/Environmental Procedures and Precautions.**

Failure to observe this Method Statement could result in serious injury or even Death.

Client Contact Information:

Name:	Matthew McGarry
Telephone No.:	TBC
Email:	Matthew.McGarry@cubicworks.co.uk

SecuriPlex Ltd Contact information:

Craig Wood (Head of Operations) ☎ 0330 0947404, 07977 414017 craig.wood@businesswatchgroup.com

Rick Firth, (Project Manager) ☎ 0330 0947404, 07706 311360 Rick.firth@businesswatchgroup.com

SecuriPlex Ltd Health and Safety Advisors - Safety Management Services Europe Ltd- Andy Langham CMIOSH DipNEBOSH MIIRSM, ☎ 07725 566416 andy@smseurope.co.uk

This document covers SecuriPlex Limited, and all security installation and maintenance work associated with this project.

Should any other contractor wish to remove any part of the installation, or disconnect it, prior to handover of the installation they must provide the client with a risk assessment of how they intend to proceed.

SecuriPlex Limited does not sanction unqualified staff working on installations where they may place themselves at risk.

Ongoing Document Review throughout Project (Minimum Quarterly)

Date	Reviewed By	Details of Any Amendments and Re-Issue
01/08/23	Craig Wood	Specific RAMS for installation of a single external IP CCTV camera in place of an old existing CCTV camera

During the site survey of the client's premises, SecuriPlex Ltd has reviewed the likely hazards and estimated the risk of interaction (a hazardous event) with the hazards that could result in harm to the customer, visitors or our employees.

Methodology



A **hazard** is something with the potential to cause harm, and **risk** is the likelihood & potential consequences of the perceived hazardous event. Risk can be estimated as *low*, *medium* or *high*.

Clients Person Responsible for Health and Safety & Environmental Issues	Matthew McGarry
Contact No:	TBC
Email Address:	Matthew.McGarry@cubicworks.co.uk

	Low	Medium	High	Detail
H1) Access to & Around Site Examples: - - Are there any hazards for pedestrians? - Are there any hazards whilst parking? - Does vegetation affect access? - Is there any racking/stock in the way? - Are there any other access to work hazards?	x			Designated routes will be used when walking round site.
H2) Working at heights. Examples: - - Is working at height really necessary? - Are there any overhead hazards such as high voltage electrical cables, girders, crane arms and pipes? - Is there any automated machinery that may move without warning? - Are there any other working at height hazards? - Any excavations?		x		Small steps to be used which will be footed and tagged
H3) Slipping/tripping hazards. Examples: - - Are there any slip hazards such as wet and poorly maintained floors? - Will poor housekeeping on site affect slips and trips? - Will the weather affect slips and trips? - Are there any other slip and trip hazards?		x		Loose cable potential trip hazard. Engineers will aim to keep this to a minimum and tidy away as they work
H4) Manual handling problems Examples: - - Is mechanical means needed to lift/move equipment/bracketry? - Does equipment have to be carried up staircases or over long distances? - Are there any other manual handling hazards	x			N/A lifts will be used to carry any equipment upstairs if required. Any heavy loads will be broken down into smaller sections. 2 man lifts where necessary.
H5) Moving vehicles. Examples: - Are there any forklifts operating on site?	x			Access routes will be taken and Hi-Viz clothing to be worn

Methodology



- Is there any automated machinery that may start without warning? - Are there any cars, vans and lorries on site? - Are there any other moving vehicles hazards?				
H6) Confined spaces Examples: - - Are there any confined spaces on site? - Is there any underground work? - Are there any dangerous chemicals on site which may mean confined space work? - Is access to loft/underfloor required? - Are there any other confined space hazards?	X			N/A
H7) Dust or fumes hazardous to persons or the environment. Examples: - - Are there any areas on site which may create dust? - Are there any hazardous chemicals on site which may create fumes? - Are there any other dust/fumes hazards?	X			Possible dust when drilling. Masks will be worn, and drilling done at regular intervals.
H8) Unsafe floors in roof voids Examples: - - Are there any walkways above ceilings that need sticking to? - Are there any other unsafe floors?	X			N/A
H9) High noise levels requiring ear protection. Examples: - - Is there any noisy machinery operating in the work area? - Does the work involve installing sounders? - Are there any pumps operating in the area? - Are we likely to cause noise pollution with the work we carry out? - Are there any other noise hazards?	X			Ear protection to be used when drilling and where necessary. Drilling will be to a minimum with regular intervals
H10) Poor lighting/lighting pollution Examples: - - Is there any loft or underfloor work required? - Is there adequate lighting on the building site? - Is there adequate lighting for working outside during poor weather or at night? - Are there any other poorly lit areas on site? - Are we likely to cause light pollution by the work we carry out?	X			Daytime work done in areas which will be open with natural light.
H11) Electrical	X			

Methodology



Examples: - - Do we need access to switch rooms? - Are there any overhead cables on site? - Are there any bus bars for lifting equipment on site? - Is there any visual damage to cables? - Are cables well supported? - Are there any 11kv or high voltage rooms on site? - Are there any other hazardous electrical areas on site?				All equipment will be ELV
H12) Hazardous materials/chemicals to persons or the environment. Examples: - - Are there any chemicals on site that have COSHH assessments? - Is there any Ozone on site? - Is there any Chlorine on site? - Are there any battery installations on site? - Are there any other hazardous materials/chemicals on site?	X			N/A

	Yes	No	Detail
H13) Asbestos Examples: - - Has an Asbestos survey been carried out and is it available? - Is the survey a 'Management Survey'? - Is the survey a Refurbishment/Demolition Survey? - When was the premises built? - Do we need to work in areas where asbestos may be present? - Could the wall coverings contain Asbestos? - Do any of the materials look as though they may contain asbestos? - Is there any doubt whatsoever about the presence of asbestos?			Asbestos register to be checked prior to starting works
H14) Is Chlorine stored in any work areas? Examples:- - Is the site a Water Treatment Works where chlorine could be present? - Does the site have leisure facilities such as swimming pools? - Is there any doubt whatsoever about the presence of chlorine?		X	<u>Areas where Chlorine is stored MUST NOT BE ENTERED</u> until a SecuriPlex site specific Risk and Method Statement has been provided. The engineers must obtain a permit to work before commencing any work tasks in the same room or areas containing Chlorine/Toxic gas, have a full site specific confined space risk assessment and escape plan, RPE/PPE, gas detector, be confined space trained and comply with the confined Space Chlorine/Toxic Gas Storage control measures.
H15) Are Permits to work required in any work area? Examples:- - Is there any welding to be done by SecuriPlex subcontractors that will need a permit? - Is a lifting permit required for CCTV columns/brackets?	X		N/A

Methodology



- Is there any other hot works such as soldering required that will need a permit? - Do we need access to electrical rooms that will require a permit? - Are there any other site specific controls/requirements that will need a permit?			
H16) Is there a requirement to wear specific personal protective equipment (PPE) on site? Examples:- - Gloves, glasses, goggles, masks, footwear, hi vis clothing and hard hat. - Are there any other PPE site specific requirements?	X		Safety boots, Hi-viz to be worn at all times on and around site. Head, Ear and eye protection to be worn where necessary
H17) Any Deep Water near the work area? Examples:- - Is the site an IRE with open water? - Are there any open tanks near the work area? - Is there any working at height required adjacent to open water that has rails around or walkways?		X	N/A
H18) Is Hot working required (apart from soldering irons)? Examples:- - Will SecuriPlex subcontractors need to do any welding? - Will SecuriPlex subcontractors need to do any cutting/grinding? - Are there any other hot works to be undertaken on the site?		X	N/A
H19) Is outside working required? Examples:- - Adverse weather conditions hot or cold? - Will we be working near any moving vehicles/car parks/ roads? - Is the lighting outside adequate? - Are there any other issues on site with external work?		X	All works indoors
H20) Specific Client site health & safety/environmental requirements Other H&S/Environmental requirements that our employees will have to comply with or health & safety risks that they should be aware of? If so, is the clients Health & Safety document attached?	X		Site to confirm
H21) Are there any areas on site classed as Explosable? Zone 0: A place in which an explosive atmosphere – consisting of a mixture with air of dangerous substances in the form of gas, vapour or mist – is present continuously, for long periods, or frequently. Zone 1: A place in which an explosive atmosphere – consisting of a mixture with air of dangerous substances in the form of gas, vapour or mist – is likely to occur in normal operation occasionally. Zone 2: A place in which an explosive atmosphere – consisting of a mixture with air of dangerous substances in the form of gas, vapour or mist – is not likely to occur in normal operation but, if it does occur, will persist for a short period only.		X	Areas classed as Explosive MUST NOT BE ENTERED until a SecuriPlex site specific Risk and Method Statement has been provided along with the Client also providing SecuriPlex Ltd with copy of DSEAR risk assessment identifying specific zoning and required additional risk controls.

Methodology



Zone 20: A place in which an explosive atmosphere – in the form of a cloud of combustible dust in air – is present continuously, for long periods, or frequently. Zone 21: A place in which an explosive atmosphere – in the form of a cloud of combustible dust in air – is likely to occur in normal operation occasionally. Zone 22: A place in which an explosive atmosphere – in the form of a cloud of combustible dust in air – is not likely to occur in normal operation but, if it does occur, will persist for a short period only.			
H22) Are there any areas on site containing ozone? Ozone is produced industrially by bombarding oxygen with UV radiation or by passing air through a high-voltage ac electrical discharge. It is used for a wide variety of industrial purposes including - As a disinfectant in the production of drinking water; - To overcome taste, odour and peaty colour problems in drinking water; - As part of the water treatment process in the removal of pesticides; and - As a disinfectant in swimming pools and hot and cold water systems. Since ozone is a highly reactive substance, any adverse health effects will be found essentially at the sites of initial contact: the respiratory tract (nose, throat and airways), the lungs, and at higher concentrations, the eyes. The principal health effects are produced by irritation of and damage to the small airways of the lung. However, people have considerable variation in sensitivity. Ozone is a powerful oxidising agent and can react explosively with oil and grease.		X	Areas at risk of Ozone being present in the atmosphere MUST NOT BE ENTERED until a SecuriPlex site specific Risk and Method Statement has been provided along with the client Safe Working Procedure (SWP) Titled: Entry into and working areas where Ozone Gas maybe present and identifying additional risk controls required.
H23) Use of Cordless Drills	X		Safety glasses to be worn when drilling along with ear defenders. Drilling will be done at regular intervals
H24) Use of General Hand tools	X		Cable cutters, screw drivers, RJ45 crimping tool
Any Other Health & Safety/Environmental matters that we should be aware of? (Number each hazard separately)	X		n/a

SPECIFICATION NO: 701589

THE SPECIFICATION WAS DEVELOPED FROM: Previous Site visit – Matt Scott

SURVEYORS NAME: Matt Scott

DATE: 19/12/2022

This Health & Safety Risk Assessment was carried out on the date above and does not account for any changes after the stated date or information not made available to us at this time.

A Point of Work Risk Assessment (POWRA) must be completed by the persons carrying out the tasks and discussed with the client/SecuriPlex Management prior to work commencing.

Site Details/Construction Phase Plan

This document can be used as a **simple plan**. It must be completed before the work starts and is usually enough to show that you have thought about health and safety.

(Where Securiplex are **not the Principal Contractor** then a Construction Phase Plan must be provided to Securiplex by the Principal Contractor. Upon Receipt - **Any queries raised must be discussed with the Compliance Team to ensure that all CDM obligations are being met**).

Where the job will last **longer than 500 person days or 30 working days** (with more than 20 people working at the same time) it will need to be notified to HSE and a more **complex Construction Phase Plan will need to be produced**. This will need to be submitted to the Compliance Team for review before issuing or starting work.

****Any Construction Phase Plan MUST be provided to All parties including Sub - Contractors ****

Personnel involved in this RA/MS/Construction Phase Plan/Environmental Assessment are as follows:

Phase	Name/Detail	Date	Signature	Date
Surveyors Site H&S Risk Assessment By	Matt Scott			
Specification Produced By	Matt Scott			
Method Statement and Control Measures By	Rik Firth			
Copy Provided to Client By	Craig Wood	01/08/23		01/08/23
Copy Provided to Subcontractors By	Rik Firth			
Client Acceptance By				
Clients Person Responsible for Health and Safety & Environmental Issues	Matthew McGarry			
Contact No	TBC			
Email Address	Matthew.McGarry@cubicworks.co.uk			
Principal Designer	Matthew Scott			
Contact No	07900 784103			
Email Address	Matthew.scott@businesswatchgroup.com			
Designers	n/a			
Contact No	n/a			
Email Address	n/a			

Methodology



SecuriPlex Competent Person on Site	TBC			
SecuriPlex Contact Phone No	Rik Firth – 07842 443600			
Document Authorised for Use By				
Site Personnel <i>A signature confirms that each person named has been taken through, understands and commits to following this site specific RA/MS/Construction Phase Plan and Environmental Assessment.</i>				

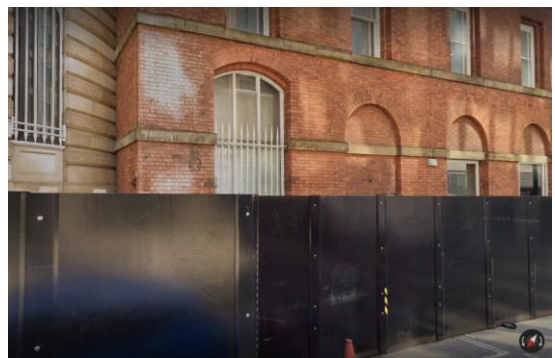
Project Details

Client Site Address:	Bruntwood – 38-42 Mosley Street Manchester M2 3AZ
On Arrival At Site All Contractors Shall Report To:	Matthew McGarry
Client Emergency Phone No:	
Work Specific Area/Description:	Installation of External Axis IP camera
Planned Date & Time of Work Commencement:	tbc
Planned Date & Time of Work Completion:	tbc
Site Working Hours:	8am – 5pm
Days of the Week Access Can Be Gained:	Mon-Fri
Planned Task / Activity Description:	SecuriPlex are to supply, install and commission a new external Axis IP Camera (M3115-LVE) to the front elevation and connect it to the existing CCTV system. The existing old CCTV camera below has already been removed 

Methodology



The existing hole has been utilized for the new camera network cable, as per below images and no further new holes have penetrated the building fabric.



One new external Axis IP camera will be installed by 2 engineers using small ladders at a height of approx. 2.5M. The camera base will cover the 2 existing old camera fixing holes in the images next to the cable hole.

The camera purpose is to overview the external front door area for purpose of security and health and safety.

There will be no damage to the fabric of the building

Dimension of the camera 94mm High x 100mm Diameter



The new camera above will have a black cover fitted.

There is no other works being done or included by SecuriPlex to any other old external cameras in any other locations that may have an old camera in place or may have been removed by others.

If any other external cameras have been removed others, we are not responsible for the repair of any holes or building fabric damage.

Methodology



SecuriPlex are not responsible for any of the lighting or signage.

Competence Required of Site Personnel:

CSCS - X PASMA -
IPAF - OTHER -

PPE Required on Site:

Safety Shoes /Boots, Hard Hat, High Viz,
protective eyewear/ ear defenders

Plant And Equipment Supplied To Site Personnel:

N/A

Work Permits Required:

Site to advise engineers

Location of Toilets:

Site to advise engineers

Location of Rest Facilities:

Site to advise engineers

Location of Hot/Cold Water:

Site to advise engineers

Controls Required for Excavations on Site:

NA

Third Party Safety Controls Required:

N/A

Controls Required to Prevent Structural Collapse:

N/A

Methodology



Hazardous Substances on Site and Required Controls:	N/A
Construction Dust Controls Required:	N/A
Location of Any Asbestos on Site and Required Controls:	Need to see register if Asbestos is present
Work at Height Controls Required:	Yes

Methodology



Electrical Safety Controls Required:	N/A
Controls Required for Live Services on Site:	N/A
Lone Working Controls Required:	N/A
Other Site Hazards & Required Controls:	N/A
Location of First Aid Facilities and Names of First Aiders on Site:	To be confirmed by site
Other Contractors on Site:	To be confirmed by site
How Site Personnel Will be Kept up to Date with Important Health and Safety Information Whilst on Site:	Site Manager/ H&S Manager
Details of Nearest A&E Hospital:	Manchester Royal Infirmary Upper Brook Street Manchester M13 6NZ

END OF SIMPLE CONSTRUCTION PHASE PLAN

Site Risk Assessments Provided with this RAMS (place Y (yes) if provided):

GRA01 Fujikura 12 S Splicer	N	GRA16 Use of Hand Tools	Y	GRA31 Cable Pulling	Y
GRA02 First Aid	Y	GRA17 Hand Arm Vibration	Y	GRA32 Testing & Commissioning	Y
GRA03 Fire on Site	Y	GRA18 Spare		GRA33 Spare	
GRA04 Site Housekeeping	Y	GRA19 Driving for Work	Y	GRA34 Soldering	N
GRA05 Slips/Trips/Falls	Y	GRA20 Use of MEWPS	Y	GRA35 Work in Food Prep Areas	N
GRA06 PPE	Y	GRA21 Trunking & Trays	Y	GRA36 Spare	
GRA07 Cordless Drills	Y	GRA22 Use of Scaffolding	N	GRA37 Use of Mobile Podiums	N
GRA08 Use of Ladders	Y	GRA23 Manual Handling	Y	GRA38 Young Workers	N
GRA09 Use of Stepladders	Y	GRA24 Electricity up to 415V	Y	GRA39 Confined Spaces	N
GRA10 Spare		GRA25 Use of Small Steps	Y	GRA40 WEC Delivery/Installation	N

Methodology



GRA11 Temporary Supplies	N	GRA26 Servicing Towers/Columns	N	GRA41 Mobile Towers	N
GRA12 Working in Loft	N	GRA27 PCB's	Y	GRA42 Use of Winches	N
GRA13 Traffic Movement	N	GRA28 Work Near Power Lines	N	GRA43 Res Lids	N
GRA14 Asbestos	Y	GRA29 Occupied Premises	Y	GRA44 Manhole Covers	N
GRA15 Storage of Materials	Y	GRA30 Chasing out Cable Runs	N	GRA45 Working Near Water	N

Site Safe Systems of Work Provided with this RAMS (place Y (yes) if provided):

SSoW 001 Fujikura 12 S Splicer	N	SSoW 016 Use of Handtools	Y	SSoW 031 Cable Pulling	Y
SSoW 002 First Aid	Y	SSoW 017 Hand Arm Vibration	Y	SSoW 032 Testing & Commissioning	Y
SSoW 003 Fire on Site	Y	SSoW 018 Spare		SSoW 033 Spare	
SSoW 004 Site Housekeeping	Y	SSoW 019 Driving for Work	Y	SSoW 034 Soldering	N
SSoW 005 Slip/Trips/Falls	Y	SSoW 020 Use of MEWPS	Y	SSoW 035 Work in Food Prep Areas	N
SSoW 006 PPE	Y	SSoW 021 Trunking & Trays	Y	SSoW 036 Spare	
SSoW 007 Cordless Drills	Y	SSoW 022 Use of Scaffolding	N	SSoW 037 Use of Mobile Podiums	N
SSoW 008 Use of Ladders	Y	SSoW 023 Manual Handling	Y	SSoW 038 Young Workers	N
SSoW 009 Use of Stepladders	Y	SSoW 024 Electricity up to 415V	Y	SSoW 039 Confined Spaces	N
SSoW 010 Spare		SSoW 025 Use of Small Steps	Y	SSoW 040 WEC Delivery/Installation	N
SSoW 011 Temporary Supplies	N	SSoW 026 Towers/Columns	N	SSoW 041 Mobile Towers	N
SSoW 012 Working in Loft	N	SSoW 027 Spare	Y	SSoW 042 Use of Winches	N
SSoW 013 Traffic Movement	N	SSoW 028 Power Lines	N	SSoW 043 Res Lids	N
SSoW 014 Asbestos	Y	SSoW 029 Occupied Premises	Y	SSoW 044 Manhole Covers	N
SSoW 015 Storage of Materials	Y	SSoW 030 Chasing out Cable Runs	N	SSoW 045 Working Near Water	N

Vibration & Noise Data Associated With Site Tools:

Equipment Make & Type	Model Number	HSE HAVS Level	Max Use Time (Minutes) Per Day, Per Operative	Hearing Protection Y/N
SDS Drills (5-8mm bit)	All	11 m/s ²	15 Minutes	Y
SDS Drills (8mm + bit)	All	13 m/s ²	11 Minutes	Y
Standard Drills	All	5 m/s ²	60 Minutes	Y

Individual vibration calculations based on a single tool exposure (maximum single exposure per tool)



HAND-ARM VIBRATION EXPOSURE CALCULATOR

Version 4.3 January 2014

Tool or process name	Vibration magnitude m/s ² r.m.s.	Exposure points per hour	Time to reach EAV 2.5 m/s ² A (8)		Time to reach ELV 5 m/s ² A (8)		Exposure duration		Partial exposure m/s ² A (8)	Partial exposure points
			hours	minutes	hours	minutes	hours	minutes		
SDS Drills (5-8mm Bit)	11	242		25	1	39		15	1.9	61
SDS Drills (+ 8mm Bit)	13	338		18	1	11		11	2.0	62
Standard Battery Drill	5	50	2		8			60	1.8	50

☒ Lock Tool or process names

Instructions for use:

Enter vibration magnitudes and exposure durations in the white areas

To calculate, press <Enter>, or move the cursor to a different cell

The results are displayed in the yellow areas

To clear all cells, click on the 'Reset' button

Tick the 'Lock tool or process name' check box to prevent 'Reset' clearing these cells

For more information, click the 'Help' button

Daily exposure
m/s² A (8)

3.3

Total exposure points

173

WARNING: Exposure at or above 2.5m/s²A(8) EAV (100 points)

Zoom to fit

Help

Reset

Maximum daily use per operative based on cumulative exposure (using each tool below in a day).



HAND-ARM VIBRATION EXPOSURE CALCULATOR

Version 4.3 January 2014

Tool or process name	Vibration magnitude m/s ² r.m.s.	Exposure points per hour	Time to reach EAV 2.5 m/s ² A (8)		Time to reach ELV 5 m/s ² A (8)		Exposure duration		Partial exposure m/s ² A (8)	Partial exposure points
			hours	minutes	hours	minutes	hours	minutes		
SDS Drills (5-8mm Bit)	11	242		25	1	39		8	1.4	32
SDS Drills (+ 8mm Bit)	13	338		18	1	11		7	1.6	39
Standard Battery Drill	5	50	2		8			10	0.7	8

☒ Lock Tool or process names

Instructions for use:

Enter vibration magnitudes and exposure durations in the white areas

To calculate, press <Enter>, or move the cursor to a different cell

The results are displayed in the yellow areas

To clear all cells, click on the 'Reset' button

Tick the 'Lock tool or process name' check box to prevent 'Reset' clearing these cells

For more information, click the 'Help' button

Daily exposure
m/s² A (8)

2.2

Total exposure points

79

WARNING: Exposure potentially above 2.5m/s²A(8) EAV (100 points)

Zoom to fit

Help

Reset

****In any case no engineer may use any SDS drill for any longer than 15 minutes per day per operative.****

Task Number	Task Description / Specific Methodology of Work
T1	Ensure relevant site inductions have been attended. Where the work is being carried out under the control of a permit to work a start of shift of briefing must be completed by the SecuriPlex Ltd lead engineer on site.
T2	Ensure client's personnel are aware of work being undertaken in the specific area.
T3	If the site has changed since the initial survey or if you believe any hazards are not suitably controlled carry out a 'Point of Work Risk assessment' using the form at the end of this document.

Methodology



T4	Establish site and cordon the area off from any unauthorised personnel.
T5	Ensure relevant permits have been obtained for the tasks to be undertaken & carry out a point of work risk assessment .
T6	Inspect all tools & plant prior to use to ensure they are safe to use for the work task involved.
T7	Make yourself aware of the client's emergency procedures including assembly points and person(s) to contact in the event of an emergency including contact number(s).
T8	Minimum PPE items to be worn during the associated tasks as appropriate: • Hard Hat conforming to: EN 397:2012. • Protective Gloves conforming to: EN 420:2003 & where mechanical risks are present EN 388:2003. • Safety Footwear conforming to: EN ISO 20345:2004 with a 200J Toecap. • High Visibility Coat/Vest conforming to: EN 340:2003 & EN 471:2003. • Eye Protection (Goggles/Safety Glasses) conforming to: EN 166:2001.   Where a noise hazard is present: • Hearing Protection (Ear Defenders/Ear Plugs) conforming to: EN 352-1: 2002/ EN 352-2:2002. Where a respiratory hazard is present: a. RPE provided will be either disposable mask to standards EN149 (type FFP3) or EN1827 (type FMP3); - half mask respirator (to standard EN140) with P3 filter; or - semi-disposable respirator (to EN405) with P3 filter. Face fit testing will be in place for the wearers.  
T9	Tasks for job to be carried out adhering to SecuriPlex's SSOWs and general risk assessments.
T10	The maintenance, service and / or small works must only be completed once the client has given approval for the work to be completed, all personnel in the area of the work have been informed and when it is safe to do so.
T11	The task will be completed in conjunction with the as fitted specification. The equipment will be maintained in conjunction with the specification, which will include the location for each item.
T12	Engineers will remove the fuse from the local fused spur whilst working at the panel/PSU. If SecuriPlex electricians are installing/working on supplies on the mains side of the fused spurs/outlets they will isolate at distribution boards by isolating and 'padlocking' the board and taking the key them. If it is an older style board that cannot be locked off then he should remove the fuse/breaker at the board. We will also place tags/signs at the distribution board showing that we are working on the appropriate installation/circuit.
T13	Tasks for job to be carried out adhering to SecuriPlex's SSOW and general risk assessments.
T14	Wherever practical we expect our Engineers to avoid work at height.

Methodology



	Where this is not practical then the items of work equipment to be used or these tasks will be steps and/or Ladders for short duration use (maintaining three points of contact at all times and light duty tasks only) For any work at height tasks that are; • Not of a short duration (short duration is up to 30 minutes), • Where three points of contact cannot be maintained at all times; Or • The tasks are not of a light nature. Then the following equipment must be used: Podium steps and/or mobile scaffold towers; or (where appropriate); Mobile Elevated Work Platform (MEWP). Where podiums/mobile scaffolds/MEWPs are not available at site and they are required then the work must stop and arrangements for a return visit will be made as necessary. All work at height access decisions will be arrived at by risk assessment./ POWRA
T15	Access all control equipment including signalling devices and low voltage 12 volt dc powers supply units and check the 12 volt battery is maintaining the correct voltage with the mains 240 volt supply connected and disconnected and record the voltages in the on-site document register.
T16	Inspect all flexible connections.
T17	Ensure all control equipment including, signalling devices and low voltage 12-volt dc powers supply unit enclosure lids are re-secured and that the mains 240 volt ac supply is reconnected.
T18	Access the as fitted specifications and check the installation, location and siting of all equipment and devices against the specification at the same time noting any changes to the site that may affect the operation of any of the systems i.e., obstructions and loose devices etc.
T19	Check the satisfactory operation of all devices, including detectors, cameras, locking devices and switches.
T20	Check the control equipment, recording equipment, any associated access control unit processor control units and any associated software control systems for correct operation.
T21	Test all alarm signals and where applicable the Intruder alarm, transmission of any CCTV images or access control information is received correctly at the Alarm Receiving Centre (ARC).
T22	Check all audible warning devices are functioning correctly.
T23	The system will be fully tested by the SecuriPlex engineer on completion.
T24	Appropriate paperwork will be completed by the SecuriPlex Engineer and signed off by the Client's site representative to the relevant standards, when no representative is available on site then this should be noted on the documentation which shall be returned to SecuriPlex.
T25	The work area will be left safe and tidy by the SecuriPlex Engineer prior to leaving site and any rubbish must be disposed of in an environmentally friendly way.
T26	Report to the Client's site representative that you are leaving site. Ensure any Permits to work are closed and that the Alarm receiving Centre has been informed that testing is now complete and to respond the any further calls.

Point of Work Risk Assessment

Site: Mosley Street 701589

Date: 01/09/23



Hazard / Note No	Hazard or Note of Caution	Safe X	Unsafe X	N/A
H1	Access to site – has the induction and evacuation procedure taken place?	X		
H2	Work at Height – does the work area cause any problems, e.g., to utilise steps, ladders or MEWP etc.? – is the chosen access equipment suitable for the work task & environment?	X		
H3	Slips, Trips and Falls – is the area clear of obstacles?	X		
H4	Manual Handling – does the work area cause any problems for lifting and carrying?	X		
H5	Moving Vehicles , e.g., Fork lift trucks – is the work area clear of moving vehicles?	X		
H6	Confined Spaces – If entry is required are appropriate precautions including a site-specific risk assessment in place?			X
H7	Dust or Unknown Fumes – are they present in the work area?			X
H8	Unsafe Roof Voids – are the roof void area(s) safe to walk in with an accepted working load?			X
H9	Noise – do you have the correct hearing protection for the job and working environment – are they in good condition?	X		
H10	Lighting – is it adequate for the job – is your emergency exit route clear and visible?	X		
H11	Electrical – does the work area cause any problems – can safe isolation be attained?	X		
H12	Hazardous Materials/chemicals COSHH – are there any unknown substances?			X
H13	Asbestos & ACMs – have you checked the asbestos register and checked that the area is free of asbestos containing materials?			X
H14	Chlorine and/or flammable substances – do any storage systems require isolating?			X
H15	Permits to Work – are permits to work required for work in higher risk areas?			X
H16	PPE do you have the correct protection for the job and working environment. Are they in good condition? e.g., Gloves, Overalls, Ear Defenders, Safety Footwear, Hard Hat, Wet Weather Clothing, Face Fitted Mask, Knee Pads, Goggles and Eye Protection?	X		
H17	Deep Water – does the work area cause any problems?			X
H18	Hot Working – have you identified all hot work which could cause burns, and/or fire hazards?			X
H19	Weather Conditions – does the prevailing weather have potential to introduce hazards?	X		
H20	Client Specific Hazard – Are there any specific health & safety requirements. (E.g., Contamination of food storage areas, Potable water storage and Clinical Areas etc.)			X
H21	Explosive Atmospheres			X
H22	Working in Ozone Areas			X
H23	Use of Cordless Drills	X		
H24	Use of General Handtools	X		

Point of Work Risk Assessment

Site: Mosley Street 701589

Date: 01/09/23



Hazard / Note No	Hazard or Note of Caution	Safe X	Unsafe X	N/A
Note 1	Does the Risk Assessment/RAMS cover the hazards associated with the task – are the details correct?	X		
Note 2	Work Equipment – are all tools, equipment and vehicles in good order – do you know how to use them safely?	X		
Note 3	Emergency Exit – have you identified the exit route from the work area if an evacuation is called?	X		
Note 4	Emergency Assistance - does everyone in the work team know the client's emergency procedures, evacuation assembly point and where the nearest phone is to call for assistance?	X		
Note 5	Warning Signs – are they required to comply with the work method? Adhere to all signage on site.	X		
Note 6	Taking All of the Above into Consideration Can the task be completed Safely?	X		

Discuss with the client/SecuriPlex management if any of the above points are deemed unsafe. Agree any actions that need to be taken by either the client or SecuriPlex.

List Items Discussed & Identify Agreed Risk Controls

Engineers to take caution when working in all areas for trip hazards

Agreement to RAMS Amendments:

SecuriPlex Ltd Representative Name & Signature: Craig Wood

OR

Subcontractor Company Name: TBC.....

Signature & Print Name of person completing the work:

Date: 19/12/2022

****If at ANY time you feel unsafe please stop work immediately and contact your immediate supervisor****

Point of Work Risk Assessment

Site: Mosley Street 701589

Date: 01/09/23



Record additional work days on site below after rechecking the point of work risk assessment form:

Date	Completed By	Still Safe to Work? (tick as appropriate)		List Any Remedial Action Taken
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	