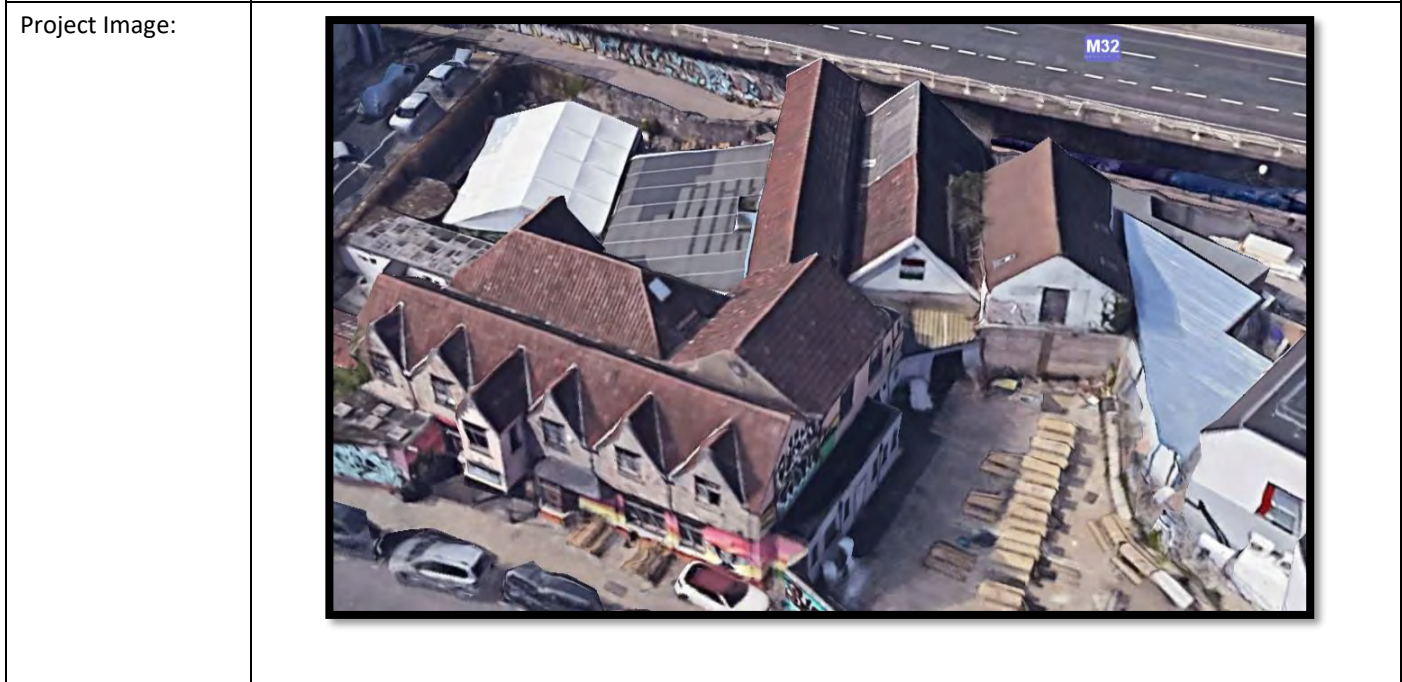




Demolition Plan Incorporating CPP / CEMP

Project Name:	The Black Swan	Job Number:	15291
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Location:	438 Stapleton Rd, Easton, Bristol BS5 6NR
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Client:	Longcroft Building Services Ltd
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Contact name:	Nathan Ellis	Number:	0117 968 0918
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Reference Documentation:	R&D Survey – Incoming
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Document Issue and Communication Log

Issue	Revision	Issue Date	Status	Produced by	Reviewed by	Received by (Operations)	Communicated to Supervisor
01	a	09/11/23	REVIEW	T Child	I Barker		
01	b	06/12/23	ISSUE	T Child	I Barker		

Disclaimer

This method statement and risk assessment document is produced as part of the Wring Group’s Safe System of Works and is intended to be used as a guide only for the Health & Safety of Wring Group site operatives, visitors and adjacent occupiers of the site in question, so far as can be reasonably expected with the actual knowledge and information available to Wring Group at the time of issue of this document. As such no reliance should be placed (and Wring Group accepts no responsibility whatsoever for the consequences of such reliance) on this Method Statement by any person in any contractual arrangement. This does not affect the statutory rights of any party contracting with Wring Group under general health & safety law

This document is to be read in conjunction with Wring Group Ltd Standard Operating Procedures (S.O.Ps)

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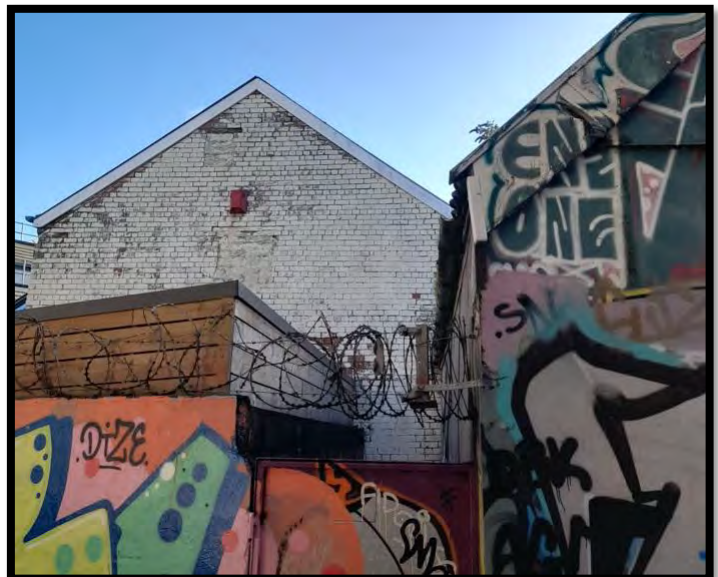
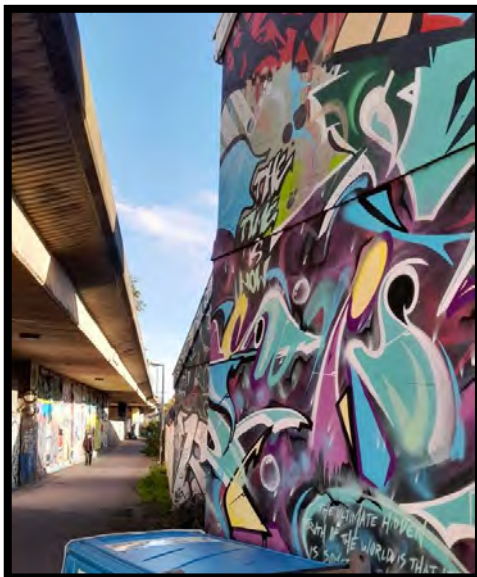
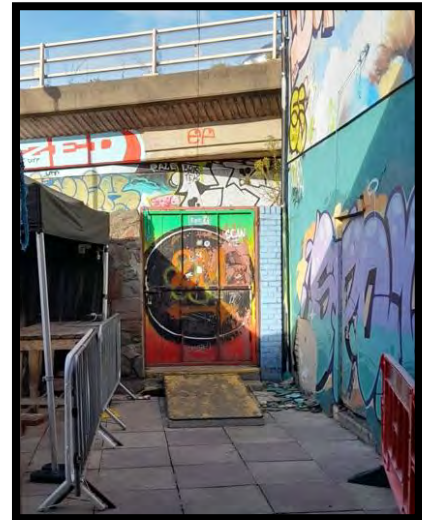
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1. Contract Information

1.1	How to use this document			
	<p>This document is written to allow the safe demolition/site works to be undertaken on sites which Wring Group Limited have control. The method has been planned at the initial stages of the works and therefore has the potential to change throughout the project due to circumstances changing on site. The document is designed to be fluid allowing for amendments to be carried out two-fold. Minor amendments can be made on site by sufficiently trained and competent demolition site supervisors or on a higher level through the project management.</p> <p>The document must be read in conjunction with other site documentation such as Demolition/Refurbishment Asbestos survey, services information, site plans, WGL S.O.Ps, scaffolding designs, COSHH Data sheets, risk assessments and environmental registers. This list is not exhaustive.</p> <p>It is the job of the Project Manager to communicate the information within this document to the Operations Manager, Operations Director and Demolition Site Supervisor.</p> <p>It is the task of the Demolition Site Supervisor and Operations Manager to communicate this information to the site staff and any site-based representatives from the client team who wish to understand the project, either at the commencement of the project or sectionally throughout the project depending on the length and complexity of the works.</p>			
1.2	Demolition Contractor			
	<p>Address: Wring Group Limited Vale Lane Bedminster Bristol BS3 5RU</p> <p>Tel: 01179 321320</p> <p>Email: info@wringgroup.co.uk</p>			
1.3	Client Details			
	<p>Address: 76 Shirehampton Road, Stoke Bishop, Bristol, BS9 2DR</p> <p>Contact Name: Nathan Ellis</p> <p>Tel: 0117 968 0918</p> <p>Email: info@longcroftuk.co.uk</p>			
1.4	Purpose of work			
	Information:			
	Demolition (structural demolition operations)	✓	Site clearance	✓
	Internal strip	✓	Scaffolding	✓
	Asbestos removal	✓	Crushing	
	Other		Details:	
1.5	Sub-contractors			
	Not Required			
1.6	Scope of work			
	<ul style="list-style-type: none"> • Safe site set up • Redevelopment and Demolition Survey 			

	<ul style="list-style-type: none"> • Asbestos Removals • Soft Strip • Internal hand demolition of partition walls • Removal of roof by hand • Demolition of structure using mechanical demolition • Removal of all materials from site to licensed waste transfer facilities
1.7	Brief description of work
	<p style="text-align: center;">Bullet point sequence of how the works will be undertaken. This section will be expanded in 6.0 Methodology.</p> <ul style="list-style-type: none"> • Erect fencing where required • Set up welfare and compound area in courtyard area • Carry out asbestos removals as per the survey carried out 08/11/2023 • Soft strip all non-structural materials such as wood and plaster board • Create access to the roofs through MEWPs or access platforms • Hand removal of the roof including tiles and timber joists to the eave until at a safe height • Repeat across all buildings as per demolition plan 22.001.22 • First floor demolition plan of 22.001.21 • Removal of internal wall structures as per drawing 22.011.05 • Mechanical demolition of remaining structures to top of slab level through all demolition areas as per plan 22.001.22 • Removal of all materials from site to licensed facilities • Leave site clean and tidy
1.8	Present hazards identified
	<ul style="list-style-type: none"> • Public in proximity to site • Asbestos • Debris falling from height • Plant movements • Services • M32 proximal to highest point of roof

1.9 Site photographs





1.10	CDM (CPP only)	
	CDM information relating to the project.	
	Name / Position	Company and Contact Details
	Development Manager:	Nathan Ellis, Longcroft Building Services, 0117 968 0918
	Principal Designer (PD):	Russell Wilks, Eric Cole, 01285 641 234
	Project Manager:	Tom Child, Wring Group Ltd, 07535 017819
	Cost Consultant:	NR
	Architect:	Matt Lawrence, Eric Cole, 01285 641234
	Structural Engineer:	NR
	Services:	Craig Smith, CRS Consulting, 07789695230



2.0 Works Management

2.1 Staffing management							
For specific job roles and responsibilities, please refer to Wring Group Lt Health, Safety, Environmental & Asbestos Procedures Manual. ISO 046							
Position	Name	Telephone	Visit status				
Site Supervisor	TBC		On-site				
Project Manager	Tom Child	07535 017819	Regular				
Asbestos Manager	Wayne Sheldon	07868 524876	Key Times				
SHEQ Manager	Tim Whittle	07519 092517	Unannounced				
Managing Director	John Wring	07850 251303	Unannounced				
Operations Director	Dean Wring	07831 623540	Unannounced				
Operations Manager	Mark Gracie	07966 891824	Unannounced				
2.2 Supervisor operatives pre-start check list							
Operatives Name	WGL (W) Subbie (S)	Training certificates	CCDO Card	CSCS Card	Fit to work Certificatio	Face fit - HFM	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
HOLD POINT							
The Supervisor must ensure that the table above is completed in full for all operatives carrying out works on Wring Group Limited sites							
Supervisor Initial		Date		Time			



2.3 Supervisor pre-start check list					
	Item	Suitable and sufficient? (Y/N)	Comments	Signed	
1	Documentation RAMs				
2	Documentation Asbestos Survey				
3	Welfare				
4	COVID protection equipment				
5	Fencing / security measures				
6	Safe area around welfare				
7	First aid equipment				
8	Fire extinguishers				
9	Dust mitigation				
10	Back-ground noise readings				
11	Services information				
12	Services termination docs				
13	Relevant permits if required				
14	Road/lane closures if required				
15	Railway information				
16	Environmental information				
17	Ecological information				
18	Tools and equipment				
19	Temporary works				
20	Scaffold / access				
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
32					
33					
34					
HOLD POINT					
The Supervisor must ensure that the table above is completed in full for all operatives on-site working with Licensed Asbestos Products					
Supervisor Initial			Date		Time

	<ul style="list-style-type: none"> • Company policy statements • COSHH assessments • Generic risk assessments • Wring Group Safe Operating Procedures
2.6	Management of sub-contractors
	<ul style="list-style-type: none"> • The selection of subcontractors will take into account their safety policy, accident record and previous performance with respect to accident and ill health prevention on site. • All sub-contractors will receive a copy of the company policy statement. • All plant or equipment brought on to site by subcontractors must be safe and in good working condition, fitted with any necessary guards and safety devices and with any necessary certificates available for checking. • Information on noise levels of plant, equipment or operations to be carried out by the sub-contractor must be provided to our contracts manger before work commences. • No power tools or electrical equipment of a greater voltage than 110 volts may be brought onto site. • All transformers, generators, extension leads, plugs and sockets must be CE marked for industrial use, be in good condition and certified for their use. • Any injury sustained or damage caused by sub-contractor’s employees must be reported immediately to this company’s site representative. • Sub-contractor’s employees must comply with any safety instructions given by this company’s site representative. Sub-contractors must provide, for their employee’s suitable welfare facilities and first aid equipment, in accordance with the regulations, unless arrangements have been made for the sub-contractor’s employees to have the use of this company’s facilities in which case a certificate will be issued detailing facilities provided. • Any material or substance brought on site which has health, fire or explosion risk must be used and stored in accordance with the regulations and current recommendations and that information must be provided to any other person who may be affected on site. • Any risk assessment associated with any substance or process hazardous to health, which will be used on the site, must be provided to our contract management before work commences. • Sub-contractors are particularly asked to note that workplaces must be kept tidy and all debris and waste materials, etc. cleared as work proceeds. • All sub-contractors and visitors, on the company’s sites will wear PPE as stated within the relevant RAMS for the works being carried out.

3.0 Conditions of work and scope review

3.1	Site location / access plan	
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3.2	Working times							
	Works Permitted		Days		Nights		Hours of work	
	YES	NO	YES	NO	YES	NO	FROM	TO
Monday	✓		✓			✓	07:30	17:00
Tuesday	✓		✓			✓	07:30	17:00
Wednesday	✓		✓			✓	07:30	17:00
Thursday	✓		✓			✓	07:30	17:00
Friday	✓		✓			✓	07:30	17:00
Saturday	✓		✓			✓	08:00	13:00
Sunday		✓		✓		✓	N/A	N/A
Bank holidays		✓		✓		✓	N/A	N/A
Deviations to the above	No work is permitted without prior approval from:							
	✓	Wring Group Manager			✓	Client		
	✓	Principal Contractor			✓	Client Rep		

3.3 Relevant project dates				
	Start on site	TBC		
	Site Set Up			
	Hoarding			
	Asbestos Removals			
	Mechanical Demolition Works			
	Completion date			
3.4 Management and monitoring of works				
	Item	Applicable		Description
		YES	NO	
	On site demolition supervisor	✓		Daily briefings held with site team. Tool box talks
	Project manager visits weekly	✓		Check on progress and standards
	Operations manager visits weekly	✓		Ensure job is correctly staffed and managed
	Operations Director visits	✓		As and when required
	SHEQ visits	✓		As and when required
	BSG visits	✓		Yes, bi-weekly
	Client site visits / meetings	✓		When requested
	Project meetings head office	✓		Held weekly on a Wednesday
	Weekly supervisor reports	✓		Required weekly on Fridays to Ops Director
	Supervisor meetings	✓		Held weekly on Friday am
3.5 Detailed scope of works				
	Item	Detail		
	Detailed scope of works	<ul style="list-style-type: none"> • Safe site set up • Redevelopment and Demolition Survey • Asbestos Removals • Soft Strip • Internal hand demolition of partition walls • Removal of roof by hand • Demolition of structure using mechanical demolition • Removal of all materials from site to licensed waste transfer facilities 		
	Items / areas to protect	<ul style="list-style-type: none"> • M32 • Public • Pavements and roads • Retained structures • Drainage • External tent 		
	Items to be retained	<ul style="list-style-type: none"> • As per drawings 22.001.22 and 22.011.05 		
	Archaeology	<ul style="list-style-type: none"> • Not Required 		
	Unexploded Ordnance (UXO)	<ul style="list-style-type: none"> • Not required 		

3.6 Completion criteria				
Demolition of structures to	<ul style="list-style-type: none"> • Top of slab 			
Slabs and foundations removed to	<ul style="list-style-type: none"> • Not applicable 			
All wastes removed from site	<ul style="list-style-type: none"> • Yes 			
Crushed material storage location	<ul style="list-style-type: none"> • Not Applicable 			
Security fencing / hoarding to remain for	<ul style="list-style-type: none"> • Duration of works 			
Drains to be marked	<ul style="list-style-type: none"> • Yes, particularly large culvert 			
Service locations to be marked	<ul style="list-style-type: none"> • Yes following isolations 			
Completion certificate to be signed by	<ul style="list-style-type: none"> • Nathan Ellis 			
3.7 Services				
<ul style="list-style-type: none"> • All services will be isolated back to the switch board on the main bar • Certificates of this will be issued prior to demolition taking place • Where possible, drawings marking in detail the location of service cut off points will be on site as reference. • Those services which are made dead prior to works commencement will show a physical / visible sever and documentation will be issued clarifying termination points. • Services under the pavement on the western boundary are of high importance, including fibre optic cable, so additional protection will be included here to reduce the potential for damage to the cables, including impact mats and scaffold. • Client to provide a suitable water source located at the site boundary to provide for welfare / dust suppression. • Temporary supplies will be used for site power, lighting etc by 110v only. All services in association with the structures are to be isolated safely by and written confirmation kept on site as a reference. 				
Isolation certification number	Date			
HOLD POINT				
The Supervisor must ensure that services have been made safe prior to works commencing. All findings must be communicated with site staff.				
If service termination certificates are not available, how have you made sure the services are disconnected?				
Tick the relevant box				
Physical sever point	Witnessed termination	Other documentation	Tested the service	On site electrician confirmation
Supervisor Initial			Date	Time
3.8 Welfare provision				
<ul style="list-style-type: none"> • In conjunction with The Construction, Design and Management (2015) Regulations, all site-based welfare and toiletry facilities will be set up prior to the project commencing, for use by all site operatives & visitors as necessary, this will include seating, clean water hot & cold, a means to heat food, washing facilities and a drying room. If these are not in place works will not commence. • Due to space available the welfare will likely be a stacked system to reduce footprint • Area will be fenced off and allocated parking area created and fenced off from the public • All necessary signage will be provided and displayed 				



- Typical example of site welfare set up below:



- A safe area will be created directly outside the welfare areas with pedestrian fencing to ensure when persons exit the welfare there is potential for impact or collision with vehicles.
- **Smoking/Vaping**
- Separate smoking area to be set up external to the welfare area.

4.0 Key risks and emergency procedures

4.1 Key risks				
This information must be read in conjunction with site specific risk assessments and Wring Group S.O.Ps				
Working at height	Working near water	Working near public / live area	Working with machinery/vehicles	Manual handling activities
✓		✓	✓	✓
Live services	Dangerous structures	Exposure to H.A.Vs	Potential eye injury	Potential hearing damage
✓	✓	✓	✓	✓
Exposure of public or other workers to asbestos fibres	Unexpected release of asbestos fibres	Exposure to nuisance dusts / silica	Contamination with asbestos fibres	Fire / explosion
✓	✓	✓	✓	
Open edges / voids	Confined space	Exposure to COSHH	Contact with other site users	Sharps / medical / human waste
		✓	✓	
Unauthorised persons	Exposure to heat	Exposure to cold	Exposure to inclement weather	Vermin waste
✓			✓	
Unexploded Ordinance (UXO)				Other
If 'Other' please specify:				
Any other relevant details please enter here:				
4.2 COVID-19				
<ul style="list-style-type: none"> • No longer required by HSE regulations 				
4.3 Emergency procedures / First aid				
<p>REFER TO PC SITE SPECIFIC EMERGENCY PROCEDURES COMMUNICATED DURING INDUCTION.</p> <p>See Figure D14530.D4</p> <ul style="list-style-type: none"> • As demolition personnel work in many different premises and buildings it is important that they are familiar with procedures and arrangements in the event of a fire. Such matters should be covered as part of the site induction and if anything changes this should be relayed to all personnel through toolbox talks, workers should be informed of the nature of the fire alarms or systems and with the means of escape from the working area and the area in which it is situated. • Demolition Site Supervisor will hold first aid certification. • There will be Emergency first Aid facilities within the site welfare and site vehicles. • <u>Minor Injuries</u> 				

	<ul style="list-style-type: none"> ○ All injuries to employees, visitors or the public resulting from accidents on site, however minor, are to be recorded in the accident book on site and the company office informed also inform site management. • <u>Major Injuries / Death / Dangerous Occurrence</u> <ul style="list-style-type: none"> ○ In the event of a major injury or fatality to any of the above, or a dangerous occurrence (contact with overhead power cables, machinery overturn, failure of lifting equipment or lifting gear, unplanned collapse of structure etc.) the following procedure is to be followed: • Area to be made safe and first aid administered/emergency services contacted. • Demolition Site Supervisor/Operative to report the incident immediately to the Head Office by phone 01179 213320. • Mr D Wring will immediately inform the HSE by phone, e-mail, if applicable. • All accidents or incidents are to be reported to Project Manager. • <u>Incidents occurring during asbestos removal.</u> • All personnel relating to works with asbestos will be trained to handle an emergency as part of the basic training. • Following an incident, it may be necessary to remove the victim’s respirator at an early stage. • Decontamination should be carried out as far as possible. • Employees should vacuum themselves and the victim, sponge down RPE and boots, however evacuation of the seriously ill or injured employee should not be delayed by over-elaborate attempts to decontaminate the casualty. • If the victim can be moved, work colleagues can move them outside. • All personnel should decontaminate themselves in the decontamination area again where possible. • Arrangements for contacting the emergency services should be established at the start of the works and all relevant information passed to operatives during the site induction. • Information should be available for the emergency services to prepare their own response procedures and precautionary measures for asbestos and other hazards. • Spare disposable protective clothing should be kept available for personnel who have to enter the work area and who do not have their own equipment, e.g, ambulance personnel or paramedics. • The first aid station on this site is located at: The Site Office
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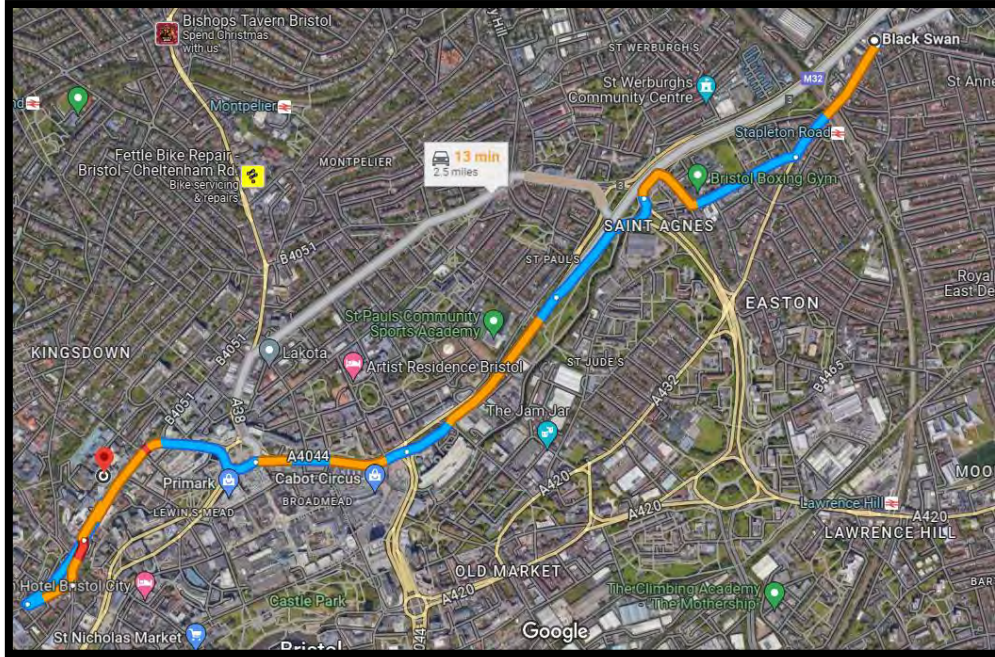
4.4	Fire procedures and controls
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	<ul style="list-style-type: none"> • All electrical items will be inspected and tested in accordance with the portable appliance testing regulations, (PAT test) and used in conjunction with a residual current device (RCD) • Suitable and sufficient firefighting equipment will be located within works areas. <p>The muster point will be the WELFARE UNIT unit unless stated in the site induction briefing at the start of the works.</p>
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	<ul style="list-style-type: none"> • Smoking will only be permitted in designated areas. • Hot works will have to be carried out under the site’s hot works permit procedures. • Site inductions will be carried out upon arrival and locations of the firefighting equipment and muster points will be pointed out to all site operatives. <p style="text-align: center; color: red;">Should a fire occur on site and emergency services be required call 999. You must notify emergency services of ANY SITE BASED hazard.</p>
	<p><u>Site specific fire / fire protection information:</u></p> <ul style="list-style-type: none"> • Fire extinguishers to be kept in planned areas on site, including: <ul style="list-style-type: none"> - <u>Welfare</u> - <u>Working area</u> - <u>Fuel storage area</u> • Fire assembly point externally on pavement
4.5	Incident / Accident / Near miss procedures
	<ul style="list-style-type: none"> • The site supervisor will hold emergency first aid certification as a minimum on site. • There will be Emergency Aid facilities within the site welfare or site vehicles. • All injuries to employees, visitors or the public resulting from incidents on site, however minor, are to be recorded in the accident book on site and the company office informed. • In the event of a major injury or fatality to any of the above, or a dangerous occurrence (breach of enclosure / exposure to asbestos, contact with overhead power cables, machinery overturn, failure of lifting equipment or lifting gear, unplanned collapse of structure etc) the following procedure is to be followed: <ol style="list-style-type: none"> i. Site manager/Operative to report the incident immediately to the Office by phone. ii. Mr D Wring will immediately inform the HSE by phone, e-mail, if applicable • <u>Mental Health First Aid</u> • Wring Group have various mental health first aiders available to assist. • Should you have any concerns for someone’s mental health or require assistance yourself please contact Tim Whittle on 07519 092517.

4.6 Nearest Hospital

Map of hospital location:



Hospital address and contact number:

Bristol Royal Infirmary,
 Upper Maudlin St,
 Bristol
 BS2 8HW
 Main Switchboard:
 0117 923 0000

Written directions to the hospital:

- Black Swan**
 438 Stapleton Rd, Easton, Bristol BS5 6NR
- ↑ Head south-west on Stapleton Rd/A432 towards St Marks Rd
 1 min (0.2 mi)
 - > Continue on B4051. Take Newfoundland Circus/A4032 to Marlborough St/B4051 in Broadmead
 5 min (1.2 mi)
 - > Drive to Upper Maudlin St/B4051
 5 min (0.8 mi)
- Bristol Royal Infirmary**
 Upper Maudlin St, Bristol BS2 8HW

HOLD POINT

The Supervisor must ensure that the above information for all emergency procedures on site is communicated with the operatives on site.

Supervisor Initial

Date

Time

5.0 Health and Safety – General information

5.1	Wring Group minimum requirements																	
	<ul style="list-style-type: none"> • Wring Group expect all persons attending this work site to understand requirements for their presence. • This must be knowledge of what is required from them to include tasks, objectives and hazards on site. • The information relating to the above is contained in this document. Induction and daily briefings will be held to ensure the information relating to the project is communicated. • Each individual is required under Health and Safety at Work Act 1974 to take care of themselves and others who may be affected by what they do or do not do (acts or omissions) • Individuals also have a duty to not needlessly or recklessly damage or miss use anything proved for their safety. • Individuals are expected to come to work in a fit sate and to follow all site rules stated at the front of this document. • Individuals are expected to communicate issues with regards safety to their site supervisor or the management team immediately. • Individuals are expected to behave in a civilised manner and must not engage in aggressive or offensive behaviour. <p style="text-align: center;">Minimum PPE requirements on this site</p> <table border="1" data-bbox="199 835 1493 947"> <thead> <tr> <th data-bbox="199 835 406 880">Safety Helmet</th> <th data-bbox="406 835 624 880">Hi-Vis</th> <th data-bbox="624 835 841 880">Safety Footwear</th> <th data-bbox="841 835 1058 880">Gloves</th> <th data-bbox="1058 835 1275 880">Glasses</th> <th data-bbox="1275 835 1493 880">Other</th> </tr> </thead> <tbody> <tr> <td data-bbox="199 880 406 947" style="text-align: center;">✓</td> <td data-bbox="406 880 624 947" style="text-align: center;">✓</td> <td data-bbox="624 880 841 947" style="text-align: center;">✓</td> <td data-bbox="841 880 1058 947" style="text-align: center;">✓</td> <td data-bbox="1058 880 1275 947"></td> <td data-bbox="1275 880 1493 947"></td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Please state 'Other' 						Safety Helmet	Hi-Vis	Safety Footwear	Gloves	Glasses	Other	✓	✓	✓	✓		
Safety Helmet	Hi-Vis	Safety Footwear	Gloves	Glasses	Other													
✓	✓	✓	✓															
5.2	Operative competence																	
	<ul style="list-style-type: none"> • All operatives and visitors to site must hold CSCS certification. • All operatives working on site will have relevant training and / or experience. • All operatives using mobile plant hold the relevant CPCS operator certification, which will be checked prior to operating the plant. • MEWP operators will hold current in date certification relevant to the equipment being used. <p>Below are some of the basic requirements (This list is not exhaustive)</p> <ul style="list-style-type: none"> Supervision – CCDO Gold Card, SMSTS, SSSTS <ul style="list-style-type: none"> ○ Labour – CCDO Skilled Labourers or equivalent CSCS ○ Demo Plant – CPCS Plant specific ○ MEWP – IPAF – Labourers ○ All operatives to have fitness to work certificates. ○ All plant operatives to have Critical Work medical. ○ First Aid / Mental Health First Aid – Demolition Supervisors. ○ Manual Handling – All persons ○ Working at Height – All persons ○ PASMA – Demolition Site Supervisors / Labourer ○>NNLW CAT B – Persons working with non-notifiable asbestos materials. ○ Asbestos awareness – All persons (this is covered by>NNLW CAT B also) ○ Traffic marshal. ○ • Training records are stored on Demolition Site Supervisor IPADS and are updated regularly. • Training meetings are held regularly to ensure training is kept up to date. • Sub - contractors who visit site to carry out works will have training requirements checked prior to commencing works to ensure training is adequate for the tasks being undertaken. 																	
5.3	Manual handling																	
	<ul style="list-style-type: none"> • The following materials / equipment handling could present problems on site: - • Manual handling of debris from the demolition, use machine where possible. • Changing of Machine attachments. 																	



5.4	Working with Asbestos
	<p style="text-align: center; color: red;">Read section 6.6 for asbestos removal procedures for this project.</p> <ul style="list-style-type: none"> • Wring Group hold a full licences issued by ALU to strip licenced asbestos containing materials. • Should licenced materials be located through the site R & D survey a separate Plan of Works (POW) will be created and an ASB5 submitted prior to the 14-day required planning and notification time before the removal can commence. (unless being carried out as an emergency or under waver). • Non-notifiable materials (NNLW) can be removed by Wring Group NNLW trained demolition operatives. • Removal of asbestos materials identified in the site R & D survey will be carried out under controlled conditions. • The works will be carefully planned, and risk assessed. • All operatives working with this material will ensure the correct respiratory protective equipment (RPE) is worn. Wring Group DO NOT permit the use of disposable masks when removing asbestos or during any other dust works. • Operatives must be clean shaven in the face area and have a face fitted half mask with a P3 filter cartridge in date with prefilters. • The masks must be clean and in good order and regularly checked. • Work with NNLW products can follow Wring Group S.O.P but site-specific details of the works must be detailed and followed in RAMs documents. • During removal works Wring Group monitoring policy must also be followed. • When monitoring is carried out if any high readings are received exceeding exposure levels, information will be recorded in the Wring Group Corrective Action and Preventative Action (CAPA) Log. Investigations will be carried out by Asbestos Manager and corrective action taken. Details will then be reviewed in the Wring Group three monthly ISO management meeting.
5.5	Working at height
	<p style="text-align: center; color: red;">Refer to section 6.8 for further information on the equipment and usage below.</p> <ul style="list-style-type: none"> • All working at height must be planned and fully risk assessed. • Operatives working at height must have full training. • Daily briefings between the Demolition Site Supervisor and site team must cover working at height scenarios and objectives along with hazards and control measures. • All persons working at height, must ensure they are aware of those working around them and any equipment that could potentially be damaged from falling objects. • Where harnesses and lanyards / inertia lines are used, the Demolition Site Supervisor and operative using equipment must ensure the items are the right safety equipment for the task and that all items are well maintained and certificated before use.
5.6	Confined Space
	<ul style="list-style-type: none"> • All confined space working must be planned and fully risk assessed. • Operatives working in confined space must have full training. • Daily briefings between the Demolition Site Supervisor and site team must cover working in confined space scenarios and objectives along with hazards and control measures. • All relevant information must be in place. • Rescue equipment and permits must be in place and suitable for the tasks.
5.7	Hot Work
	<p style="text-align: center; color: red;">Refer to section 6.8 for further information on the equipment and usage below.</p> <ul style="list-style-type: none"> • Hot Works Permit will need to be issued by PC and the Demolition Site Supervisor. • All operatives will attend the induction session before starting work on site. • Our hot work will be limited to the use of abrasive wheels and oxy-propane cutting on this project. • A fire watch operative will be designated for the works by the Demolition Site Supervisor to oversee the cutting operations. • The work will cease at least 60 minutes before the end of the shift. • The Demolition Supervisor will be responsible for checking. • Task specific fire extinguishers will be positioned at the point of work. • A fire plan will be created to include any hot works.

	<ul style="list-style-type: none"> • Fire-proof overalls to be worn at all times when carrying out any hot works, this includes cutting rebar or metals with a disc cutter.
5.8	Silica Dust
	<ul style="list-style-type: none"> • Silica dust is generated during the demolition process, including slab cutting and removal. • Dust suppression will be used and if required personal and background perimeter monitoring can be carried out. • Refer to section 7.10 and detail within the Demolition Method. • Monitoring for all types of respirable dusts will be carried out.
5.9	Principals of exclusion zones
	<p style="text-align: center;">For further information, read in conjunction with NFDC Demolition Exclusion Zone Guidance Notes Document.</p> <ul style="list-style-type: none"> • The site will be segregated primarily into THREE distinctly different zones: <ul style="list-style-type: none"> o RED o AMBER o GREEN • RED ZONE – Is an EXCLUSION ZONE that is defined as being the most restricted and is “an area of a site where no person may work”. Different structures require different methods of demolition. Key to designing and selecting the method is considering what can go wrong. Those decisions will lead to the size and nature of the designed RED ZONE. • AMBER ZONE – There may be other areas on site where access will be RESTRICTED to work undertaken by specialist occupationally qualified personnel as required by risk assessment and method statements. These are called AMBER ZONES. REST OF SITE – Access to other areas of the site, where demolition work is not being carried out, will be allowed for inducted and authorised workers. • GREEN ZONES – Some sites operate a GREEN or SAFE zone area where no PPE is required such as offices, site welfare and car parking. • All demolition will be carried out from within the AMBER ZONE. Depending on the size, complexity of the project the demarcation of the red zone within the amber zone may or may not be by physical barriers, in some areas a detailed briefing and review of the area with the whole team will suffice. <ul style="list-style-type: none"> • During demolition, the following safeguards must be in place: <ul style="list-style-type: none"> • Perimeter exclusion zones – marked by the erection of site security fencing and signage with internal fencing to segregate welfare/parking areas from demolition area or AMBER ZONE. • Internal site exclusion zones or RED ZONES – to safeguard members of staff from demolition face or / and drop zones. • Control Measures – safe working procedures e.g. machines are only to be approached when the driver has acknowledged the presence of an operative and granted permission to enter the machine counter weight slew arc. • Control measures will be held daily at the morning briefing to the site operatives. • Specific controls will be briefed to site visitors during inductions. • Where required it may be necessary to extend the site boundary and red zone boundary with the use of banksmen temporarily to ensure that all non-demolition personnel are kept safe from the works. • This is particularly important if parts of the building are found to be unstable or in poor condition e.g. old concrete beams. • In these situations, the supervisor will temporarily extend the site boundary using either heras fencing or banksmen at a safe distance to prevent public or other worker access.

- Banksmen are favoured if access needs to be controlled or may be required in the event of an emergency e.g. fire exit otherwise a solid fenced boundary will always be formed.

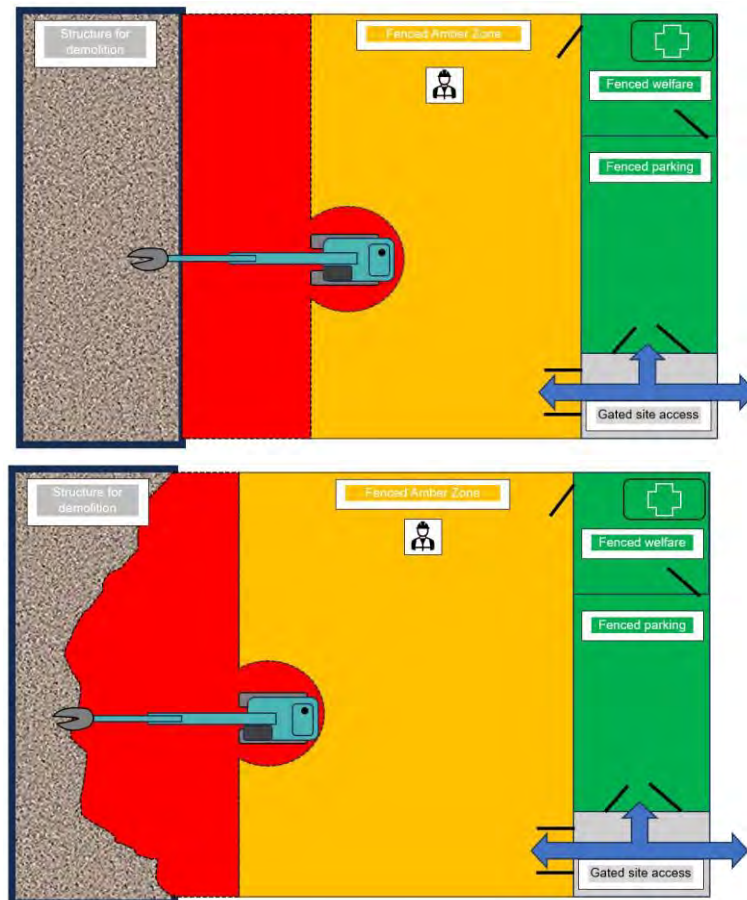
Persons entering AMBER ZONES:

- During some operations it may be necessary for trained demolition operatives to enter the work area during demolition operations.
- This will be to offer support or assistance to the demolition rig operator.
- Where the demolition rig operator requires assistance due to restricted view or where banksman duties are required, a full briefing will be held between the Demolition Site Supervisor, Demolition Rig Operator and Demolition Operative.
- A full brief of the task will be undertaken covering the objectives and the hazards present.
- A safe location will be discussed from where the operative can stand.
- The operative will wear full high viz PPE.
- The demolition operative will be selected taking into account training, knowledge, experience and attitude towards safety to ensure the task can be carried out in a safe and controlled manner.
- Either hand signals or two-way radios will be used for communication as to what is required/happening.
- The same system may be used for dust control assistance from trained operatives.

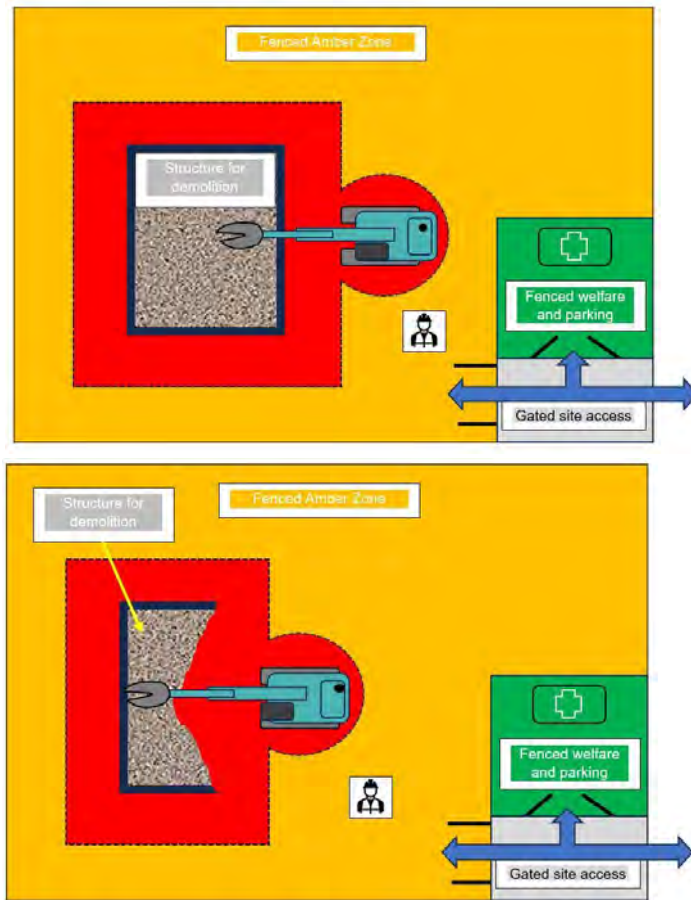
Below are examples of Zoning.

Movement of amber zone during high reach demolition.

Note – amber zone moves forward with demolition.



Movement of amber zone during mechanical demolition.
Note – amber zone moves with demolition.



5.10 Aspergillus / Legionella

- Aspergillus fumigatus is a species of fungus.
- It can be found throughout the environment, including in soil, plant matter, and household dust.
- The fungus can also produce airborne spores called conidia.
- Most people can inhale many of these spores on a daily basis.
- Aspergillus is not harmful to persons with a healthy immune system, however for those who have a weakened immune system spores can cause infection in the lungs or sinuses.

6.0 Environmental information

6.1	Dust
	<ul style="list-style-type: none"> • Demolition works inherently produce significant amounts of dust, this can be produced through manual and mechanical works. • Dust can create hazards both to those working in close proximity and those who live / work nearby. • During demolition one of the key concerns is dust with every emphasis put on minimizing dust emissions. • To ensure good suppression the demotion area and material stockpiles must be, where reasonably practicable regularly wetted. • To assist with the wetting the Wring Group maintains a fleet of specialist plant, machinery, and equipment. Refer to section 6.8 for further information on the equipment and usage below. • Motofog units are used to give good wetting directly at the point of demolition, this minimizes water run off whilst still ensuring dust is contained at the point of emission. • Diesel Powered Pressure Washers are used as an effective tool to carry out sporadic short burst dust suppression where a Motofog is not required. • This equipment can be used in two ways: <ul style="list-style-type: none"> • Standard use. This requires an operator to stand in a safe location following the principals of safe working zone and manually directing the mist jet towards a specific working area. This method is generally used when working for short duration on materials which don't produce large amounts of dust. N.B – A full assessment of this practice has been carried out with regards HAVs; the data reviewed from HSE has proven use of a pressure washer lance with a single jet nozzle will not expose the user to elevated levels of vibration. A further calculation is required if a rotary or multi jet system is used. • Remote use. This involves a discussion with the demolition rig operator as to the location of the work, the lance is then positioned on a framework or using site gained material to hold the lance in place to direct the mist jet towards this area, the trigger is then held in place meaning an operative does not need to hold the lance. • Spray bottles are used for point of work dust suppression. Where operatives are manually removing items during soft strip on small manual demolition tasks, spray bottle offer a suitable mist spray to contain dusts. The nozzles are adjustable to ensure the correct coverage of water is available. This equipment also minimises the amount of water used. • Hoses will only be used where absolutely necessary and where high volumes of dust are present and stockpiles are prone to dust lift by the wind, this is due to the amount of water that is used and at times significant run off which must be controlled and contained. • Wring Group are responsible for ensuring that sufficient dust control measures are implemented to minimise the impact of the works on neighbouring residential properties and businesses. • The Demolition Site Supervisor is responsible for ensuring that the emissions of dust are adequately controlled, equipment is in place for the control of dust and the recording of any key events which may give rise to a complaint / logging any complaints received. • An external environmental consultant will carry out background monitoring, prior to work commencing and during the work process. • The external consultant will be: <div style="text-align: center; background-color: black; color: white; padding: 5px; margin-top: 10px;">ENVIROCHEM ANALYTICAL LABORATORIES</div>
6.2	Noise
	<ul style="list-style-type: none"> • Although noise levels emitted from site will be higher than those normally experienced by neighbours, they will remain relatively low during the main demolition process due to the building being primarily reduced using hydraulic attachments where possible. • Throughout our works we comply fully with HSE control of noise regulations and local environmental health requirements.

- We carry out frequent noise monitoring on site with our own decibel meter readers to ensure noise levels do not exceed the relevant levels depending on the operation, time, and location.
- These readings are recorded on site and reviewed during site visits by management.
- The methods set in our RAMS have been compiled using ‘best practical means’ to ensure nuisance noise levels do not exceed required levels. Daily monitoring from the Demolition Site Supervisor may suggest a change in sequence or process depending on the weather, structural state (rebound of noise) and location of the works.
- Background monitoring, as a baseline, will be carried out before structural demolition works commence.
- Noise will be monitored frequently as stated above, by Demolition Site Supervisor who will utilise the Decibel Meter Reader on their Ipad. This app gives a very good representation of the noise level and has been tested against a calibrated decibel reader to ensure accuracy.
- A photograph will be taken of the test area and the outcome will be as follows.



- When carrying out manual works the Demolition Site Supervisor will monitor noise levels and where required implement hearing protection zones.
- These zones will be communicated to all persons who may be affected by the elevated noise levels in the area.
- Works will be carried out in such a way as to reduce exposure to noise as far as is reasonably practicable.
- Where manual work is being carried out follow requirements set down in SOP for the specific piece of equipment being used.
- Checks of PPE will be carried out prior to works commencing to ensure it is suitable for the application.

6.3	Vibration
	<ul style="list-style-type: none"> • Vibration will be monitored as required to ensure the works to not have any adverse effect on surrounding buildings or features that are to remain. • There will inevitable be some vibration caused by the mechanical plant during the demolition processes, however this will be minimal due to the methods stated in this document. • Vibration will also be transmitted to the operatives through the hand-held working tools used to carry out soft stripping and manual demolition tasks. • The vibration magnitude data has been gained from HSE information bank and used to complete the HSE HAVs calculator documentation. • The resulting information has been added into Wring Group SOP relevant to the individual tool. • As part of the task briefing between the Demolition Site Supervisor, the SOP relevant to the task will be reviewed and accepted. • The document will confirm the trigger time for the tool which will be conveyed and accepted by the operatives on carrying out the task. • The Demolition Site Supervisor will record data and trigger times on a site specific HAVs record sheet within their site working pack. <p style="color: red; text-align: center;">Any breaches of trigger time must be reported to SHEQ Co-ordinator and higher management immediately.</p> <ul style="list-style-type: none"> • Whole body vibration can occur when operating plant on hard concrete surfaces, this will be alleviated by where possible and safe to do so, creating a hardcore pad between the slab and machine. • Equipment maintenance and frequently renewed equipment will also assist in reducing vibration transference.
6.4	Smoke and Vapour
	<ul style="list-style-type: none"> • Any steel work and pipework removed from the structures will be placed into a processing area with most if not all of the steel being processed using machine mounted shears. • However, if hot works are to be used the fumes will disperse quickly up on release without causing a nuisance or environmental damage.
6.5	Fuels, oils etc storage and containment
	<ul style="list-style-type: none"> • Fuels are to be stored in intrinsically safe double bunded steel tanks and kept in a suitable area away from the works and any site drains. • Drip trays and plant nappies to be used at all times. • Fuel storage tanks will not be transported around site. • All plant is to be re-fuelled using the electric pumps fitted within the tank which is secured with a stout lock. • All spillages to be reported to the Site Supervisor immediately. • Storage areas are to be fully protected from collision or spillage and a clean-up spillage kit provided along with EA emergency number: 0800 807060.
6.6	Drainage on site
	<ul style="list-style-type: none"> • All sewers/storm water drains are to be protected during the works and any that are redundant are to be disconnected and capped. • Drain covers to be used to prevent environmental pollution through spillages. • All drains that remain are to be left clean and in working order.
6.7	Cleaning of vehicles
	<ul style="list-style-type: none"> • If required vehicles exiting the site will be cleaned using a hand-held jet wash facility. • This will ensure that access roads are kept clear of any mud or debris.
6.8	Ecology information
	<ul style="list-style-type: none"> • Not Required

7.0 Methodology

7.1	Site plan / overview / sequence of work
	<p><u>Sequence of works</u></p> <p>1.</p>
7.2	Set up site and security arrangements
	<p>Site set up information.</p> <ul style="list-style-type: none"> • Welfare facilities placed as per attached plan. • Site fencing erected as per attached plan. • All operatives to be inducted to site by Wring Group Demolition Site Supervisor. • WG Demolition Site Supervisor will then carry out various briefings to communicate various elements of the forthcoming demolition tasks and sequences, PPE/RPE required and will ensure all operatives are fully conversant with what is required of them. • All relevant documents will then be ‘signed up’ to as confirmation of their understanding. • All operatives will be walked around the site perimeter to ensure all are aware of the site layout, existing hazards, and location of areas of work e.g. safe working areas for machinery, high risk areas, live services ducts etc. • WGL will have the final say on who is allowed into the demolition area whilst our works are being undertaken. • Site security arrangements • Site security fencing and appropriate signage.
7.3	Site investigations
	<ul style="list-style-type: none"> • Location review • Ecology • Traffic Management • Ground conditions • Services • Potential for ground voids • Ground conditions • Neighbours • Public • Interfacing
7.4	Waste assessment and review
	<p style="text-align: center; color: red;">WMP for the project may alter due to unforeseen circumstances.</p> <p>We have evaluated the materials being removed and the possible environmental impact during their removal. Waste products arising from our works will include,</p> <p style="text-align: center;">Reinforced concrete Brickwork, Sand and cement mortar, Plaster Wood Ferrous and non-ferrous metals Plastics Felt Glass Various insulation materials Composite materials Plaster board (Gypsum) Asbestos</p>



- Where practical to do so these materials will be separated into their individual waste streams then transported to their respective waste facility for further processing.
- This process reduces waste to landfill and ensures where reasonably practicable to do so materials are recycled and reused.
- Where safety allows, materials will be removed from the structure in a process called soft stripping. This allows for materials to be separated at source location and disposed of directly into their respective waste streams.
- During the mechanical demolition process, the primary demolition rig will carefully remove items where safe to do so and separate into the items respective waste stream.
- Where a secondary demolition rig is used for sorting and loading, materials will go through a secondary sorting to ensure maximum separation of waste streams is undertaken.
- A detailed record of waste away from site will be held in the site office. This will state where the individual waste streams have been taken to.
- At the completion of the project a full waste management pack will be completed.
- Care will be taken to protect the environment during the works, dust monitoring, dust suppression and noise monitoring will be carried out.
- Drains and water courses where applicable will be protected with ‘witches’ hat’ type drain catchment system.
- Oil spills will be cleaned up immediately and reported through site documentation process.
- Machinery used will be well maintained to minimise fuel consumption, fumes and potential leaks.

Licensed Waste recycling / disposal locations

<u>A - Mixed Construction Waste</u>	<u>B - Clean Wood</u>	<u>C - Steel/metal/ferrous, non-ferrous</u>	<u>D - Asbestos</u>
Viridor Waste Ltd, Walpole Landfill Site, Bridgwater, TA6 4TF, Tel: 01278 685182, (Permit No – BK6785IE)	M J Church, Crown Industrial Estate, Crown Road, Warmley, Bristol, BS30 8JJ, Tel: 01179 675911 (Permit No – EPR/AB3804UY)	EMR Ltd, The Docks, Sharpness, Berkeley, GL13 9UX, Tel: 01453 512 224 (Permit No – EA/EPR/JP3891EY/V002)	Viridor Waste Ltd, Walpole Landfill Site, Bridgwater, TA6 4TF, Tel: 01278 685182 (Permit No – BK6785IE)

Whilst it is the driver’s responsibility to ensure that the load is safe when being transported the Demolition Site Supervisor will ensure that waste skips are suitably sheeted: Scrap containers are not overloaded before leaving site and necessary waste documentation i.e. duty of care is available and in order for all waste materials leaving the site.

7.5 Enabling works

- Carry out enabling works to the entrance to allow vehicular access to the site through the below gate:



- Set up fencing in the external public access as per the below, allowing pedestrian access to the footpath:



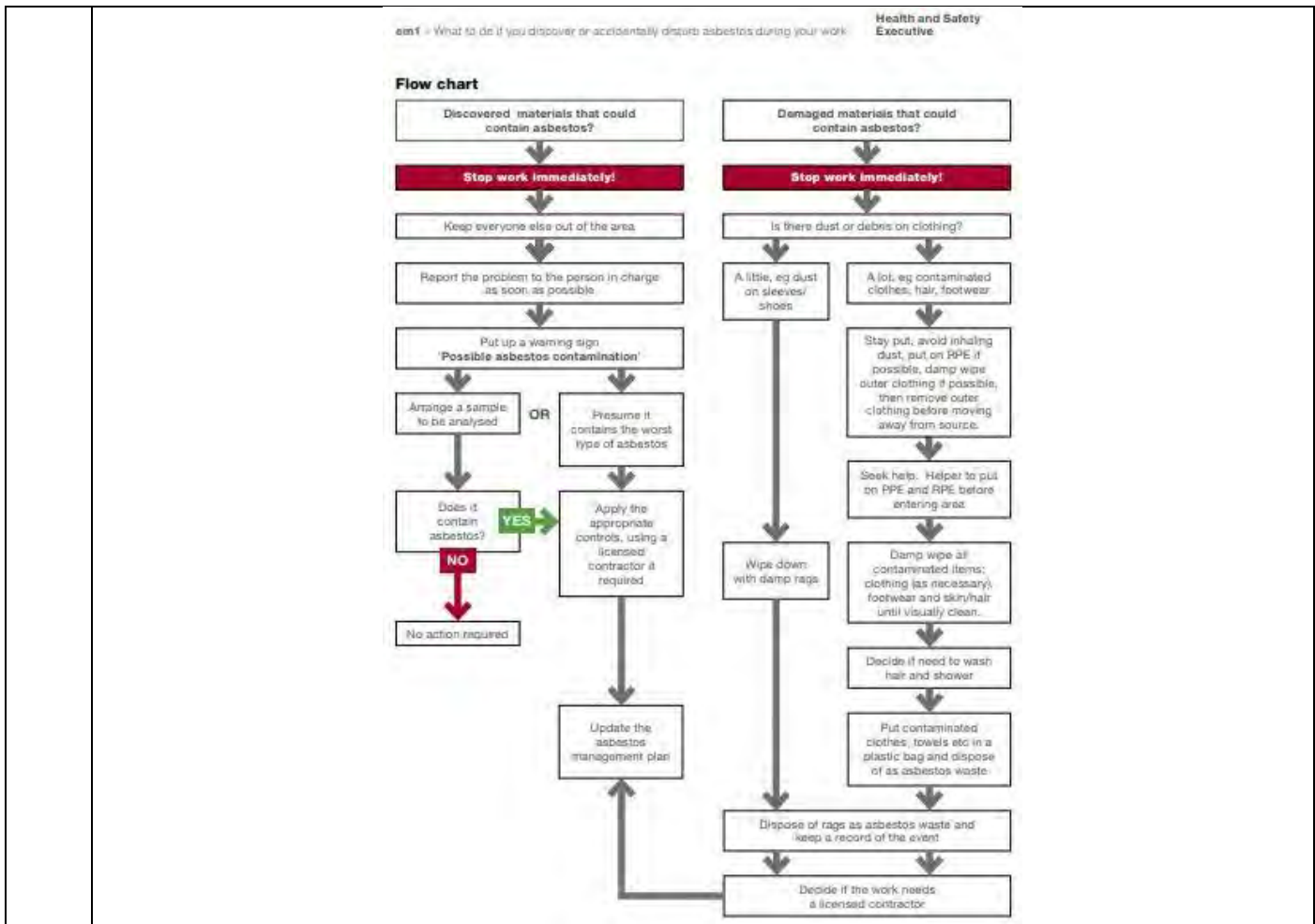
- Protect the footpath from falling debris with eki mats
- Services to the demolition area to be isolated to the main switch board in the front 'bar area':



- Certificates of isolations to demolition area to be carried out by certified person and certificates provided.

7.6 Asbestos

- 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], Working with asbestos cement [HSG 189/2] 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. Notifiable asbestos will be removed and a Certificate for reoccupation obtained from a UKAS accredited analyst prior to demolition works commencing.
- The Site Supervisor will arrange for samples to be taken of unidentified materials or items not found in R and D survey. and forwarded to a designated laboratory for analysis. Dependent upon the results, demolition works will either recommence or revised methods implemented.
- **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 as shown below taken from HSE EM1.**



Site Specific asbestos information and removal detail.

- Ensure items removed are signed off within the R & D survey .
- Ensure all identified asbestos

HOLD POINT

The Supervisor must ensure that information regarding removal of asbestos materials is completed within this form and signed off.

Supervisor Initial

Date

Time

7.7


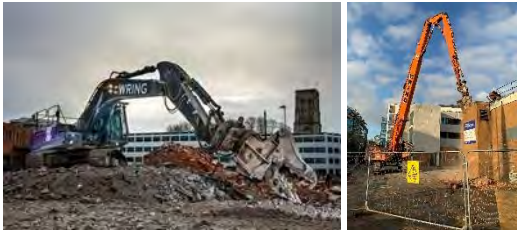

COSHH





- The site COSHH Data sheets & COSHH Assessments are not specifically contained within this method statement but have been included as a separate document please see
- These COSHH documents are to be read in conjunction with the works that have been set out in this method statement. Fuels are to be stored in intrinsically safe double banded steel tanks and kept in a suitable area away from the works.
- All plant is to be re-fuelled using the electric pumps fitted within the tank which is secured with a stout lock.
- All spillages to be reported to the Site Supervisor immediately. Storage areas are to be fully protected from collision or spillage and a clean-up spillage kit provided along with EA emergency number: 0800 807060.






Site Specific COSHH information and removal / storage detail:

Diesel	<ul style="list-style-type: none"> • Kept on site in double banded, 110% capacity bowser. Used in plant.
Petrol	<ul style="list-style-type: none"> • Kept on site in secure location and banded. Used for tools.
Hydraulic oil	<ul style="list-style-type: none"> • Kept on site in secure location and banded. Used in plant.
Engine oil	<ul style="list-style-type: none"> • Kept on site in secure location and banded. Used in plant.
Grease	<ul style="list-style-type: none"> • Kept on site in secure location and banded. Used in plant.

	Oxygen	<ul style="list-style-type: none"> • Not required.
	Propane	<ul style="list-style-type: none"> • Not required.
	Silica dust	<ul style="list-style-type: none"> • Not required.
7.8	Areas to protect	
	Environment	<ul style="list-style-type: none"> • Measures must always be taken to protect the environment • There are no proximal environmental receptors identified
	Foot paths	<ul style="list-style-type: none"> • Footpaths are to be protected and ensured safe to use • The footpath at the north west of the site is to be fenced off, still allowing access for pedestrians cyclists • The surface must be protected in case of falling debris • A survey of condition is to be carried out initially
	Roads	<ul style="list-style-type: none"> • Roads to be protected throughout project • The M32 is located very close to the northern gable of the demolition area • Ensuring
	Public	<ul style="list-style-type: none"> • Public must always be protected • Actions that involve public interface are to be properly managed and controlled • Any activities that could release emissions harmful to the public to be properly controlled and managed throughout
	Property	<ul style="list-style-type: none"> • Neighbouring properties are proximal so care to be taken when working near these
	Services	<ul style="list-style-type: none"> • Services are to be protected throughout
	Miscellaneous items	<ul style="list-style-type: none"> • Protect the external features of the site, including benches and marquee
	Other	<ul style="list-style-type: none"> • Not Applicable

7.9	Equipment / PPE
<ul style="list-style-type: none"> The Wring Group will utilise a wide range of plant and equipment during the demolition process these may include but not be limited to: 	
<p>Access:</p>	<p style="color: red;">Read in conjunction with SOP Aluminium Scaffold Towers and Podiums 035 Where scaffold is used, refer to specific scaffold RAMS and design documents.</p> <ul style="list-style-type: none"> Mobile towers will be used for localised access to high areas, the size and height of the tower will be depicted by the working area. This will be assessed by the Demolition Site Supervisor and briefed to operatives. Towers will be erected in accordance with PASMA / IPAF training and manufactures data and will be subject to a SCAFF-TAG system checked by Demolition Supervisor. The type of tower either AGR (Advanced Guard Rail) or standard will be assessed on site depending on the working environment and the site requirements. <div style="text-align: center;">  </div> <ul style="list-style-type: none"> Access and protection scaffolds The operatives erecting the scaffold will follow their independent RAMs. MEWP Booms and Scissor Lifts may be used to access high levels for MEP removals or asbestos removals under strictly controlled conditions.
<p>Primary Demolition:</p>	<p style="color: red;">Read in conjunction with SOP High Reach Demolition 001 and SOP Excavators and Demo Rigs 010</p> <ul style="list-style-type: none"> 360° demolition rig for building/structure demolition using a variety of attachments. Manual techniques for carrying out soft stripping and structural separation works. <div style="text-align: center;">  </div> <ul style="list-style-type: none"> The primary demolition rig used for this project will be a 70 tonne machine Two further 360 demolition rigs will operate with the primary machine processing materials and loading into 8 wheel tippers.
<p>Materials Handling:</p>	<p style="color: red;">Read in conjunction with SOP Excavators and Demo Rigs 010</p> <ul style="list-style-type: none"> 360° for loading materials into skips. 6 – 8 wheeled hook loader lorries with waste bins. <div style="text-align: center;">  </div>

	<ul style="list-style-type: none"> The demolition rig used for materials handling on this project will be a 20 tonne 360 degree excavator
<p>Demolition Rig Attachments:</p>	<div style="display: flex; flex-direction: column;"> <div style="display: flex; align-items: flex-start; margin-bottom: 20px;">  <div style="flex: 1;"> <p>Hydraulic Rotating Selector Grapple / Grab</p> <ul style="list-style-type: none"> Fitted to the plant via direct pins or tested quick hitch system and hydraulic hoses. Various sizes and construction, light weight – heavy weight depending on required task and base machine. For light weight demolition such as timber roof structures walls where material separation is required. For material handing / separation / processing / loading. <p style="color: red;">Caution with this attachment as it can cause items to be projected under pressure, ensure exclusion zone is clear especially when loading of bins / skips. Refer to NFDC Exclusion Zones attached.</p> </div> </div> <div style="display: flex; align-items: flex-start; margin-bottom: 20px;">  <div style="flex: 1;"> <p>Hydraulic Rotating Demolition Shear</p> <ul style="list-style-type: none"> Fitted to the plant via direct pins either boom or dipper mounted or tested quick hitch system. Various sizes and construction depending on task and size base machine. For demolition of steel structures. For cutting of steel materials such as RSJ's. Size of cut depending on size of shear and base machine. <p style="color: red;">Caution with this attachment as it can leave sharp edges and items to fall once cut. Ensure exclusion zone is clear. Refer to NFDC Exclusion Zones attached.</p> </div> </div> <div style="display: flex; align-items: flex-start; margin-bottom: 20px;">  <div style="flex: 1;"> <p>Hydraulic Rotating Demolition Multi Processor. (Cracker, Pulveriser, demolition Shear)</p> <ul style="list-style-type: none"> Fitted to the plant via direct pins or tested quick hitch system. Various sizes and construction depending on task and size base machine. For demolition of concrete structures. For cutting / pulverising of reinforced concrete materials such as beams and floor slabs. Size of cut depending on size of shear and base machine. Jaws are interchangeable via fixed pins. <p style="color: red;">Caution with this attachment as it can leave sharp edges on rebar and items to fall once cut. Ensure exclusion zone is clear. Refer to NFDC Exclusion Zones attached.</p> </div> </div> <div style="display: flex; align-items: flex-start;">  <div style="flex: 1;"> <p>Digging / Bulking Bucket</p> <ul style="list-style-type: none"> Fitted to the plant via direct pins or tested quick hitch system. Various sizes and construction, light weight – heavy weight depending on required task. For digging. Soil / hardcore material loading processing. <p style="color: red;">Excessive leverage with this attachment can break teeth shanks and rupture welded seams.</p> </div> </div> </div>

	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  </div> <div> <p>Grading Bucket</p> <ul style="list-style-type: none"> • Fitted to the plant via direct pins or tested quick hitch system. • Various sizes depending on base machine. • For grading over ground, road construction, cleaning of slabs / roads, removing carpets floor coverings from concrete / screed. <p style="color: red;">Caution with this attachment, catching a fixed object such as a stanchion pad or bolt can twist the bucket and cause a high velocity projected item such as a bolt head.</p> </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="text-align: center;">  </div> <div> <p>Riddle / Griddle Bucket</p> <ul style="list-style-type: none"> • Fitted to the plant via direct pins or tested quick hitch system. • Size depending on base machine size. • For removing smaller materials / material cleaning / processing. <p style="color: red;">Excessive leverage with this attachment can break teeth shanks and rupture welded seams.</p> </div> </div>
<p>Dust Management:</p>	<p style="color: red; text-align: center;">Read in conjunction with SOP Pressure Washer 062</p> <ul style="list-style-type: none"> • Moto fog/dust boss unit to be used where dust levels have been assessed as elevating by the Demolition Site Supervisor. Please note, the unit is not to be used if dust is not present to conserve water usage and fuel usage. • Spray Bottles to be used for small soft stripping works during manual activities to reduce any dust potential. • Pressure washers will be used for sporadic dust suppression during demolition activities as it uses less water than a motofog. The unit can be rigged to spray without manually being held. This is the preferred method to reduce exposure and remove operative from a demolition zone. If used in a demolition zone operatives must stand in an agreed safe location discussed with the Demolition Supervisor and Demolition rig operator • Hoses will only be used as a last resort or during a fire watch scenario due to the high-water usage and run off. <div style="display: flex; justify-content: space-around; align-items: center;">    </div> <p style="text-align: center;">Dust Extraction</p> <ul style="list-style-type: none"> • The dust may also be controlled by use of an extraction unit or clean air circulation fan. • The requirement for this piece of equipment will be at the discretion of the Demolition Site Supervisor on this particular project. • An assessment will be made with all other control measures in place such as water mist sprays and low impact techniques as to whether dust extraction is needed. • If dust extraction is required ensure the exhaust location does not pose hazard to others.













<p>Hot Works:</p>	<p style="text-align: center; color: red;">Read in conjunction with SOP Petrol Disc Cutter 017</p> <ul style="list-style-type: none"> • Disc Cutters / hand-held grinders. • These tools will be used for cutting steel and concrete materials. • Where concrete is to be cut dust suppression and RPE must be used. • HAVs documentation must be completed for all vibrating tools. • Where required Demolition Site Supervisor to initiate hot work permit. <div style="text-align: center;"> </div> <ul style="list-style-type: none"> • Hot cutting may also be carried out by the use of oxy-propane cutting equipment. • Where required Demolition Site Supervisor to initiate hot work permit. 												
<p>General cutting:</p>	<p style="text-align: center; color: red;">Read in conjunction with SOP Recip Saws 044</p> <ul style="list-style-type: none"> • General cutting of timber work and other materials will be carried out using either battery powered or 10v reciprocating saws. • Use must follow HAVs information in SOP and use must be minimised where possible. • The type of blade required, and site base application is to be assessed by the Demolition Site Supervisor <div style="text-align: center;"> </div>												
<p>Other task specific tools:</p> <div style="text-align: center; margin-top: 20px;"> </div>	<p style="text-align: center;"><u>Tick if appropriate.</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Item</th> <th style="width: 20%;">Is this item needed</th> <th style="width: 55%;">Item detail</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"> </td> <td style="text-align: center;">N/A</td> <td> Air blower. For use when air ventilation is required either due to process or heat / weather. Caution! Can cause dust particles to become airborne. </td> </tr> <tr> <td style="text-align: center;"> </td> <td style="text-align: center;">N/A</td> <td> Dust extractor. For use when primary controls used for dust become ineffective. Caution! Check exhaust / outlet location. Must not be ventilated into public area. </td> </tr> <tr> <td style="text-align: center;"> </td> <td style="text-align: center;">N/A</td> <td> Puddle pump. For use when ground water requires removal from excavation / basement / pit. Caution! Check if a licence to discharge is needed before use. Do not use for contaminated water / fuel. </td> </tr> </tbody> </table>	Item	Is this item needed	Item detail		N/A	Air blower. For use when air ventilation is required either due to process or heat / weather. Caution! Can cause dust particles to become airborne.		N/A	Dust extractor. For use when primary controls used for dust become ineffective. Caution! Check exhaust / outlet location. Must not be ventilated into public area.		N/A	Puddle pump. For use when ground water requires removal from excavation / basement / pit. Caution! Check if a licence to discharge is needed before use. Do not use for contaminated water / fuel.
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	<p>Representative Image</p>	<p>N/A</p>	<p>Task lighting. For use in low light conditions to enable clear vision of work activity. Caution! Primarily opt for battery operated options to reduce trailing cables.</p>
		<p>N/A</p>	<p>Space heater. For use in cold areas where the low temperature could affect the safety of the work force. Caution! Do not use near flammable or combustible materials</p>
		<p>N/A</p>	<p>L.E.D Festoon lighting. For use in low light areas to assist in clear vision of walkways and work areas. Caution! Ensure bulbs are L.E.D and any broken bulbs are fixed immediately to reduce hazard of fire / electric shock.</p>

General hand tools:

Read in conjunction with SOP Manual Handling and Hand Tools 012 and SOP Impact Drivers 036

- General hand tools on a working demolition site range vastly depending on the tasks that are undertaken.
- The detail and use of these manual hand tools are covered in this section loosely and rely on site-based assessment by the individuals training knowledge and experience with a given task along with the input if required from the Demolition Site Supervisor.
- As a general rule the following tools will be used.
- Mattock, Demolition wrecking bar, Sledgehammers, shovel, bolt cutters, spanners, claw hammers, wire cutter/nips, screw drivers, impact drivers, lump hammers, grease gun, retractable knives, mutts, coal chisels.

				
Mattock. For general demolition of items such as stud walls floorboards.	Wrecking bar. For general demolition of timber work and structures.	Sledgehammer. For breaking of walls, concrete, items which are hard fixed, pin driving.	Shovel. Clearing of small waste materials. Small excavations.	Bolt cutters. Staight and bull nose jaw, for cutting of fixings.
				
Spanners. Loosening and tightening of bolts/fixings and maintenance.	Claw hammers. More delicate demolition or material removal, nail removal.	Wire cutters / nips. For cutting of cables/wire.	Screw drivers. Careful removal of items where salvage or protection is required. Maintenance.	Impact driver. For quick removal / instillation of fixings / bolts.
				
Lump Hammer. Small masonry / demolition works and use with coal chisels	Grease gun. Maintenace of plant and equipment.	Retractable Knife. Cutting polythene / tape / carpet etc.	Mutt. Skirting board and flat wood and carpet / floor covering removal.	Coal Chisel. Small / delicate demolition or for removal of stuck bolt / screw heads.





Plant and Equipment Inspection Regime

- The plant and equipment on this site will be inspected following a stringent set of requirements.
- Plant. (Excavators, Demolition Rigs, MEWPS, Dumpers etc)
- Plant is to be inspected every six or twelve months under statutory regulation depending on the exact piece of plant and whether it is a piece of lifting equipment.
- Plant will be inspected on delivery to site by the Demolition Site Supervisor or the certificated and trained operator of that piece of plant.
- A record of this check / inspection will be kept in the inspection and defect log held on site.
- The Demolition Site Supervisor will ensure all test and check certification is in place and in date for each piece of equipment delivered to site.
- Any defects at this stage will be reported to Head Office.
- Significant defect will result in the equipment being taken out of use until repaired.
- The operator of the plant will carry out visual checks before each use and complete the daily defect sheet / book on site.
- Complying with PUWER and LOLER requirements the supervisor will carry out a weekly check on plant on site.
- Equipment. (Tools, towers, fencing, welfare, chains/shackles)
- Equipment such as aluminium scaffold towers / podiums etc will be checked by PASMA or IPAF trained persons (generally the Demolition Site Supervisor/Operative) before first use, when disassembled and re-erected and not exceeding any seven-day period. This will be recorded using a SCAFF-TAG system.
- Other work tools and equipment will be inspected weekly under PUWER/LOLER depending on the tool/equipment and a record kept within the site documentation.
- Fencing is to be checked at the start and end of every shift and in some cases depending on the site arrangements more frequently.

PPE / RPE

SAFETY EQUIPMENT PPE / RPE					
Mandatory X			Task Specific X		
Safety helmet	X	Safety footwear (EN 345)	X	Hi-viz clothing	X
Gloves (CUT 5)	X	Safety harness	X	Fall arrest lanyard	X
Gloves (CUT 3)	X	Safety wellingtons	X	Arm protectors	X
Fall restraint lanyard	X	Flame Retardant Overalls	X	Overalls (disposable)	X
R.P.E (SR 100)	X	Goggles (EN 166 B)	X	Glasses (EN 166 F)	X
Ear defenders	X	Shaded cutting goggles	X	Face Shield	X

Asbestos removal coverall detail

PPE colour detail		
Colour		Application
White		Stripping and working with>NNLW materials. Setting up of areas such as enclosures and preparing the work area. Transiting bagged waste to the skip or van / vehicle. Carrying out Semi enclosed works in well ventilated areas and acting outside man
Blue		Transiting from decontamination unit to and from working area
Red		Removal operations known as 'stripping' in live enclosures

7.10 Specific methodology / Temporary works

Soft strip

- All internal furnishings and non structural walls are to be removed prior to structural demolition
- This included plaster board walls



- The client will remove all items desired for retention to areas not included in the demolition area prior to commencement
- Materials to be removed from site in a timely and efficient manner

HOLD POINT

The Demolition Supervisor must ensure soft strip has been completed satisfactorily prior to demolition commencing if necessary.

Supervisor Initial		Date		Time	
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Demolition

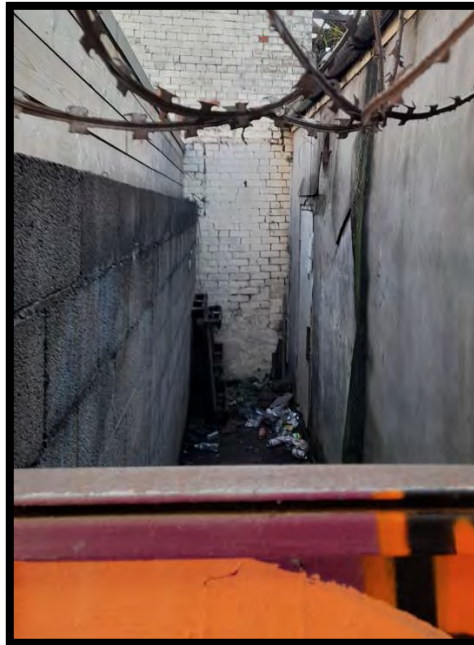
- Initial demolition is to be carried out by hand on the roofs by hand
- This will involve access through MEWPs, including cherry pickers, to access the tiles initially this will be carried out as per the SOP (see Appendix 2)
- A banksman is required on the footpath ensuring the drop zone is clear
- Tiles are to be kept separate from other waste streams whenever possible
- Working from the northern building first:



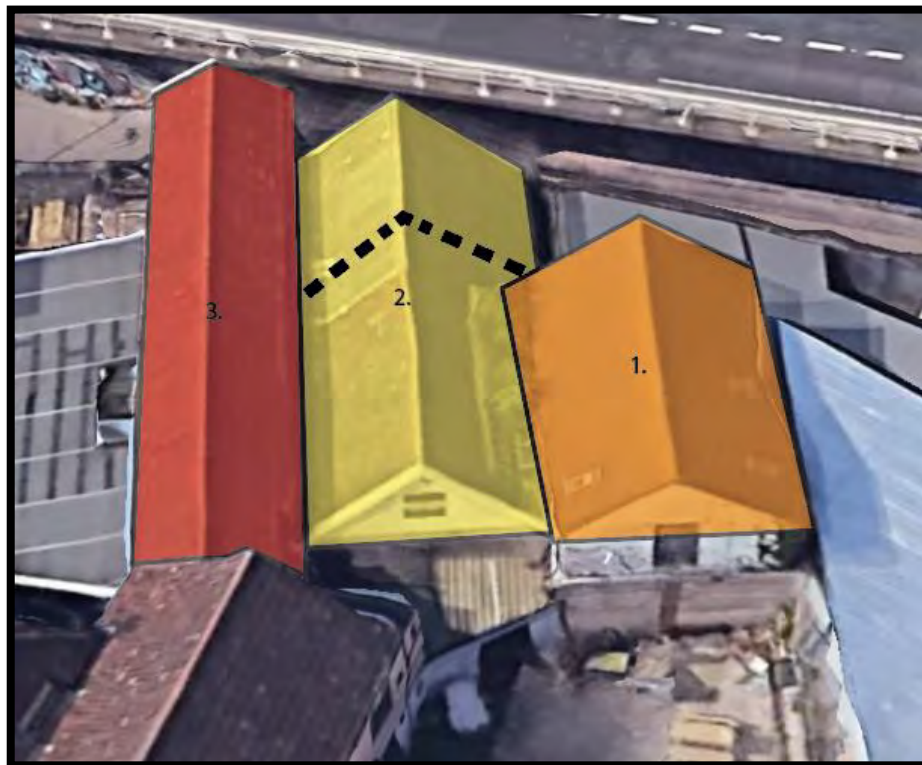
- This structure is compromised, propped on the south side by wooden beams, care must be taken to weaken the structure prematurely
- On the north eastern side of the structure is a neighbouring structure that must be protected:



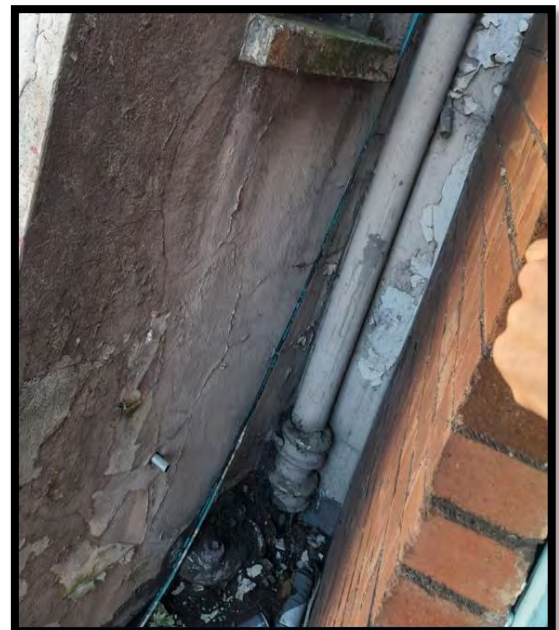
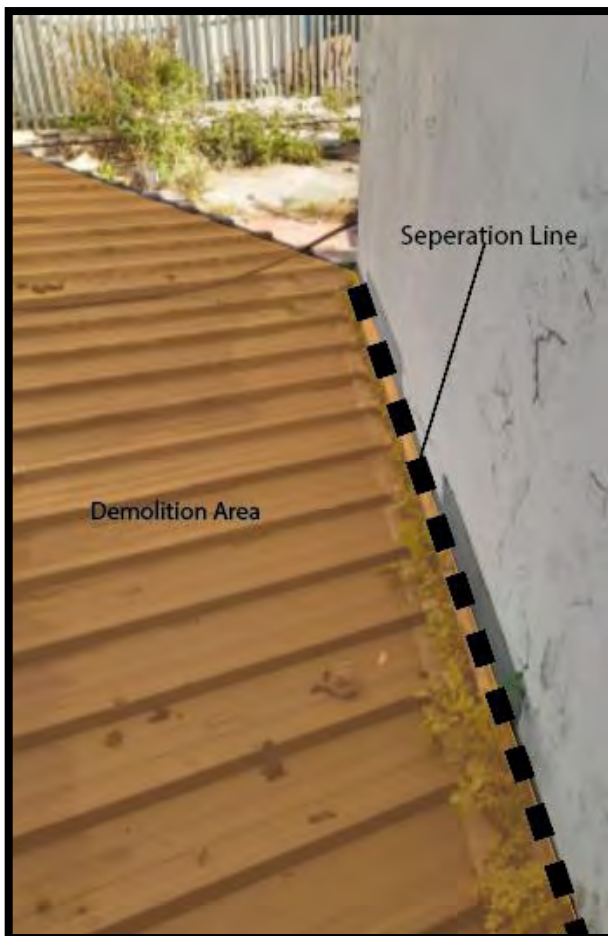
- All materials generated must be kept within the footprint of the building
- The block work on the left of the below picture is to remain in situ throughout:



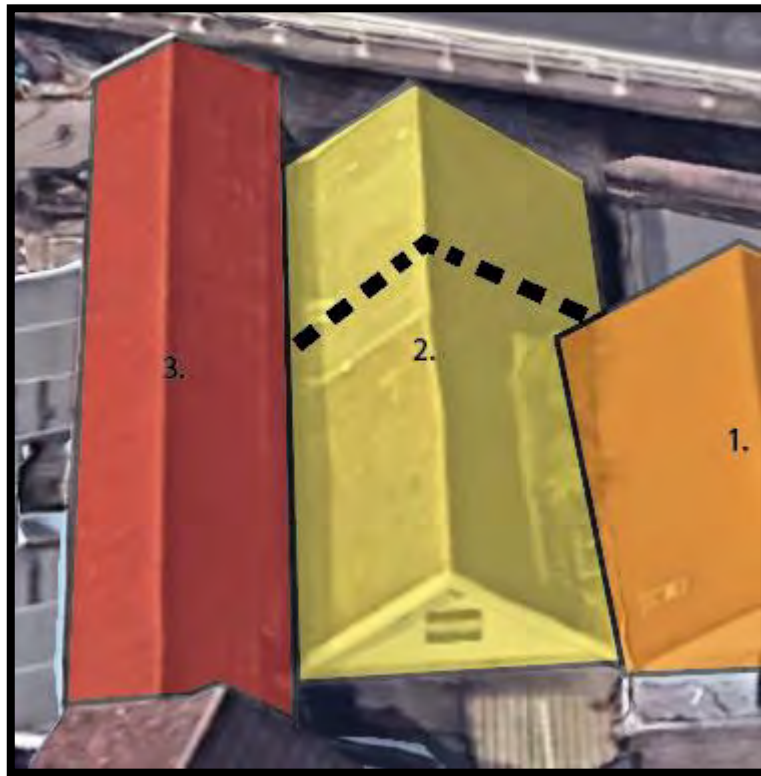
- Once the roof is removed by hand to the eave of the structure the cherry picker will be repositioned to access the roof of the middle structure (2 on the below plan):



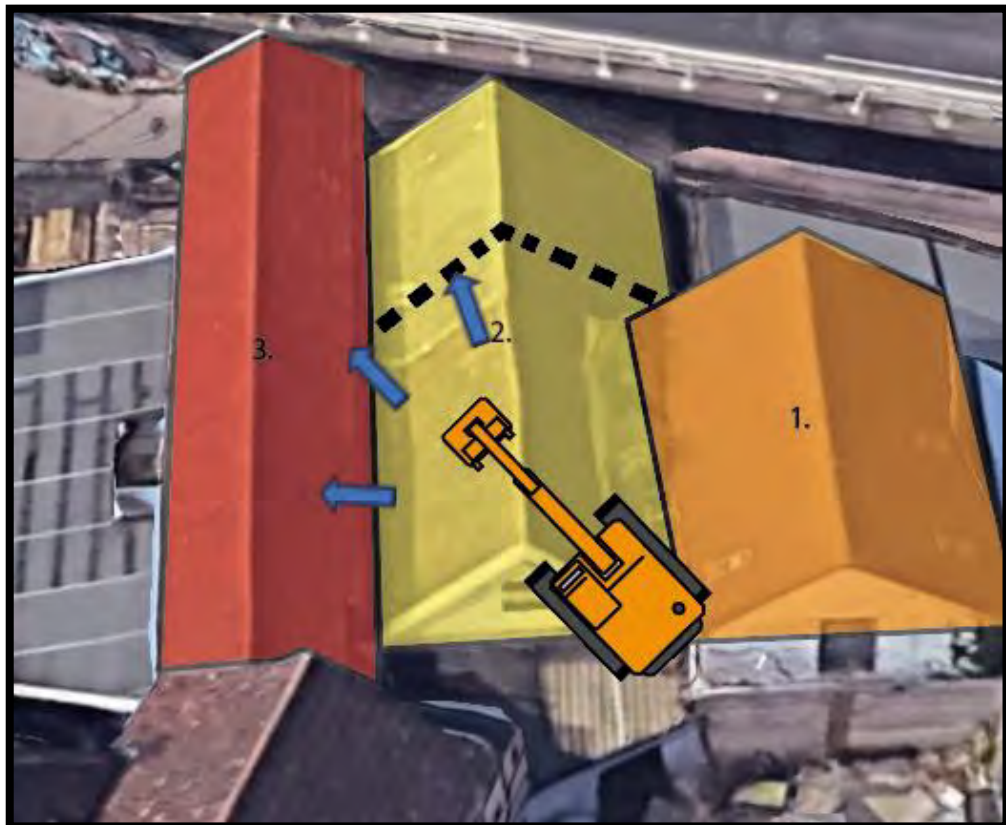
- The small flat roof section at the front of structure 2 will be demolished using a demolition rig, carefully separating the ties from the retained structure in the below photo:



- This separation includes the return shown on the right above
- The roof of structure 2 will be hand demolished to the dashed line to create space



- Structures 1 and 2 will then be demolished to slab level using mechanical plant and attachments ensuring the structures are contained within the footprint of the building
- Once demolished the materials will be processed and removed from site in segregated waste streams
- Then using the access created the demolition rig will be able to position itself as below:



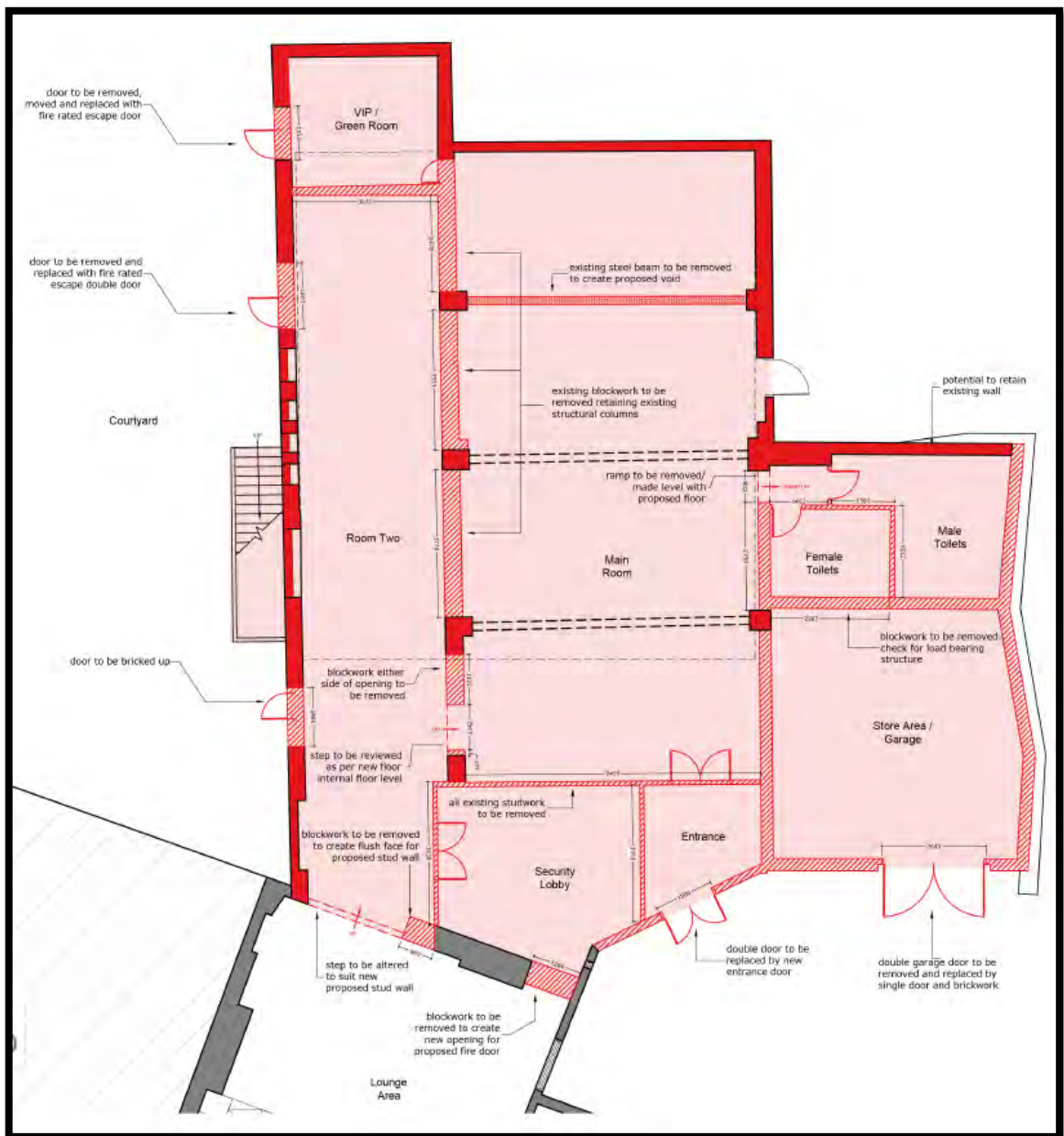
- The final sections of the third structure are to be demolished using the demolition rig, ensuring the fabric of the building falls internally within the footprint of the building

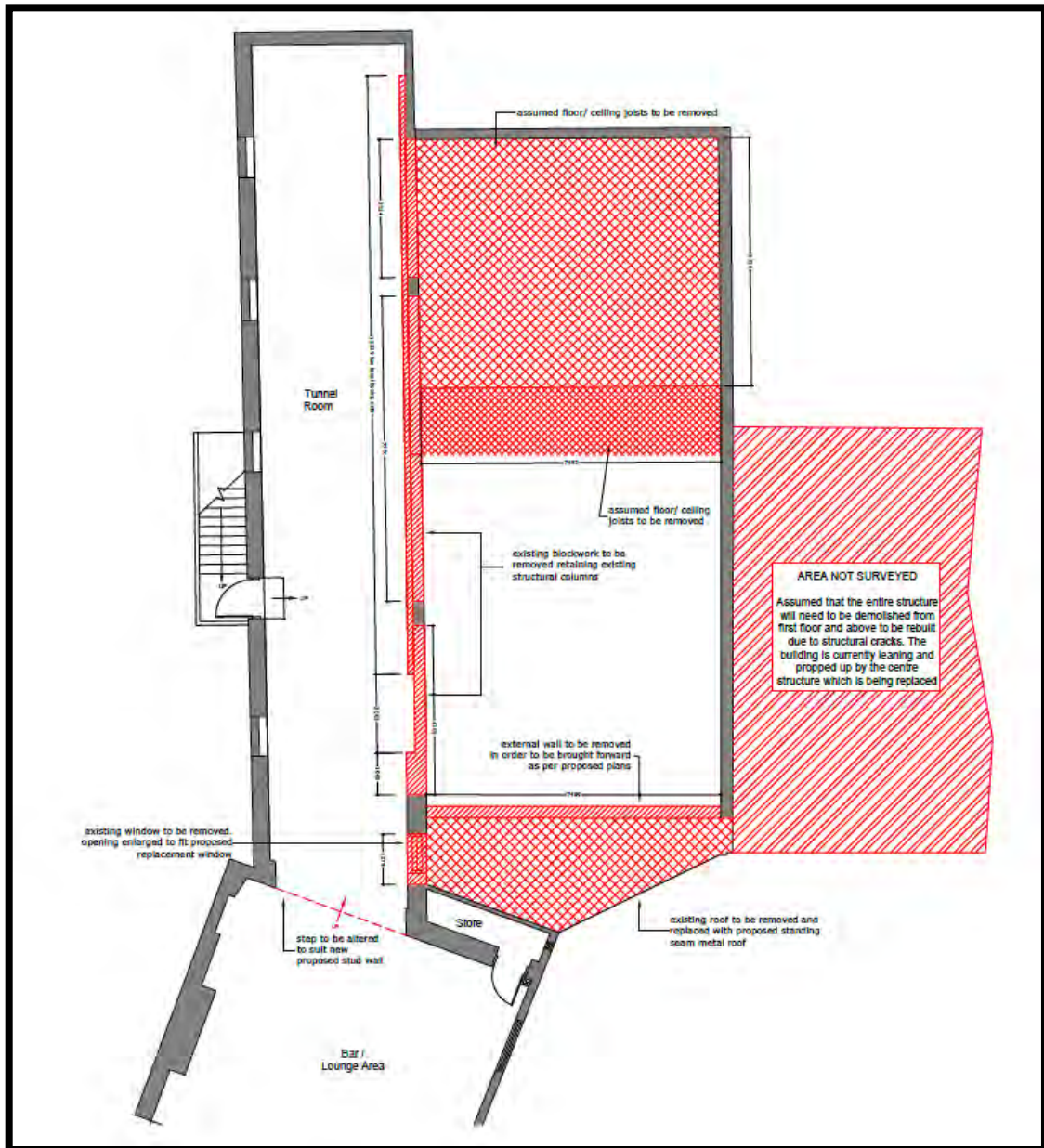
- During this phase the foot path will be banked at either end to ensure pedestrians do not get close to the exclusion zone
- Following completion of the demolition of the structures to slab level the superstructures will be removed in totality leaving just the slab in position
- If this is not possible WGL will remove the roof sections by hand of all buildings to guarantee safety of the public and limit damage to surrounding structures

HOLD POINT					
The Demolition Supervisor must ensure works comply with demolition plan.					
Supervisor Initial		Date		Time	

Internal Demolition

- Within the retained structure wall openings and partition wall removals are to be carried out as per the drawings:





- These works are to be carried out by trained personnel, using hand held tools
- This will be as per the SOPs (see Appendix 2)
- These openings will be created having been assessed structurally by the client

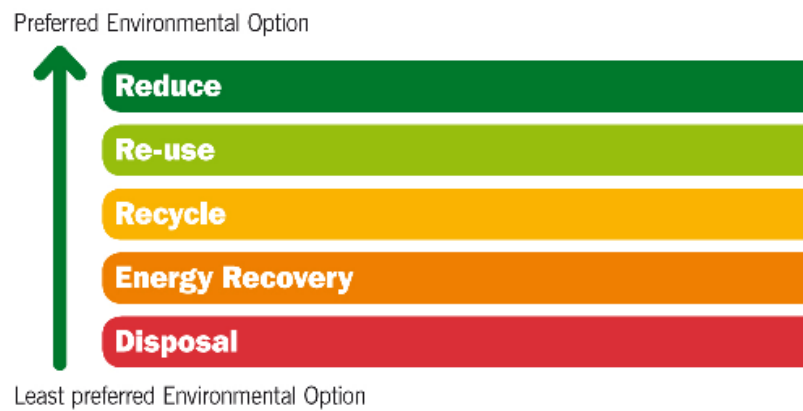
Temporary works

Temporary Works Co-ordinator for this project -

- There are no temporary works on the site outside of the heras panel fencing

7.11 Waste processing / removal

The Waste Hierarchy



- Where ever possible wastes are to be segregated and sent as individual streams, ie wood, metal, hardcore etc
- WGL aim to recycle >85% of materials generated on site
- All materials / wastes removed from site are to be tracked via Duty of Care tickets and Consignment notes when applicable
- All waste movements to be tracked and form part of the Completion Folder for the client

7.12 Site sign off requirements

- Once all works have been completed to the scope and other formal instructions, the Demolition Site Supervisor must walk the site with the project manager / Co-ordinator and client or client rep and agree on the finish following works.
- The Demolition Site Supervisor must ensure an NPC is completed and returned to the office immediately.
- Refer to the table below to ensure all relevant items have been completed.

7.13 Completion criteria

Refer to section 3.9 and ensure the following items have been addressed and completed. These points should be referred to in the NPC.

Items to be retained in correct storage area	• Yes
Demolition of structures to	• Top of Slab
Slabs and foundations removed to	• Not Applicable
All wastes removed from site	• Yes
Crushed material storage location	• Not Applicable
Security fencing / hoarding to remain for	• Client Owns
Drains to be capped	• Not Applicable
Service locations to be marked	• Yes
Completion certificate to be signed by	• Nathan Ellis

8.0 Risk / environmental assessments

8.1	Risk Assessment																																													
Site specific risk assessments must be read in conjunction with Wring Group Ltd Standard Operating Procedure (S.O.P) Risk assessments																																														
<p>Understanding this risk assessment : The initial hazard / risk has been classified as a High (H) Medium (M) or Low(L) in the risk rating column. The measures to control the hazard / risks should lower the hazard / risk rating to an acceptable level. If measure to lower the hazard and risk are detailed in this document they must be followed. If the controls are not sufficient or the hazard / risk changes you must contact your supervisor.</p> <p>Using the following tables, the site identified hazards are calculated and rated on their hazard / effect and probability rating. The final tables show actions that must be taken following the identification of the residual risk rating.</p> <p><u>Severity guide</u></p> <div style="display: flex; justify-content: space-around;"> <table border="1" style="border-collapse: collapse; text-align: center;"> <thead> <tr> <th colspan="2" rowspan="2"></th> <th colspan="3">PROBABILITY</th> </tr> <tr> <th>L</th> <th>M</th> <th>H</th> </tr> </thead> <tbody> <tr> <th rowspan="3" style="writing-mode: vertical-rl; transform: rotate(180deg);">HAZARD EFFECT</th> <th>L</th> <td style="background-color: #90EE90;">L</td> <td style="background-color: #FFFF00;">M</td> <td style="background-color: #FFD700;">M</td> </tr> <tr> <th>M</th> <td style="background-color: #FFFF00;">M</td> <td style="background-color: #FFFF00;">M</td> <td style="background-color: #FF0000;">H</td> </tr> <tr> <th>H</th> <td style="background-color: #FFFF00;">M</td> <td style="background-color: #FF0000;">H</td> <td style="background-color: #FF0000;">H</td> </tr> </tbody> </table> <table border="1" style="border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Hazard / Effect Rating</th> <th>Rating</th> </tr> </thead> <tbody> <tr> <td style="background-color: #FF0000;">H</td> <td>Fatality / major injury, significant environmental incident / damage</td> </tr> <tr> <td style="background-color: #FFFF00;">M</td> <td>Absence from work / significant pollution</td> </tr> <tr> <td style="background-color: #90EE90;">L</td> <td>First aid, no lost time, no significant pollution</td> </tr> </tbody> </table> <table border="1" style="border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Probability</th> <th>Rating</th> </tr> </thead> <tbody> <tr> <td style="background-color: #FF0000;">H</td> <td>Common / regular occurrence likely to occur.</td> </tr> <tr> <td style="background-color: #FFFF00;">M</td> <td>Occasional occurrence</td> </tr> <tr> <td style="background-color: #90EE90;">L</td> <td>Unlikely occurrence</td> </tr> </tbody> </table> <table border="1" style="border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Residual Risk Rating</th> <th>Rating</th> </tr> </thead> <tbody> <tr> <td style="background-color: #FF0000;">H</td> <td>Discontinue work, review operations</td> </tr> <tr> <td style="background-color: #FFFF00;">M</td> <td>Work may continue under immediate supervision – further controls to be considered.</td> </tr> <tr> <td style="background-color: #90EE90;">L</td> <td>Tolerable risk.</td> </tr> </tbody> </table> </div>				PROBABILITY			L	M	H	HAZARD EFFECT	L	L	M	M	M	M	M	H	H	M	H	H	Hazard / Effect Rating	Rating	H	Fatality / major injury, significant environmental incident / damage	M	Absence from work / significant pollution	L	First aid, no lost time, no significant pollution	Probability	Rating	H	Common / regular occurrence likely to occur.	M	Occasional occurrence	L	Unlikely occurrence	Residual Risk Rating	Rating	H	Discontinue work, review operations	M	Work may continue under immediate supervision – further controls to be considered.	L	Tolerable risk.
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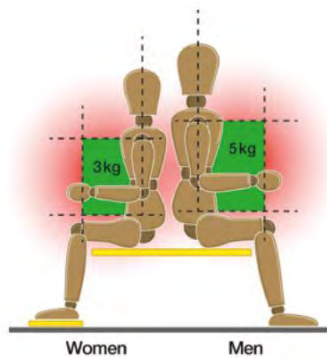
Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk
Security	Trespass by unauthorised persons	Persons entering site without authority especially children. <i>Serious injury / death – coming into contact with hazards on site in live demolition / work areas.</i> Other persons on site. <i>Serious injury from failure of equipment if items to do with safety are tampered with by unauthorised persons</i>	H	<ul style="list-style-type: none"> WGL are responsible for site boundary fencing and site operatives to ensure all fencing is maintained in secure and safe condition. Ensure all access points are kept clear and banksman assigned for movement of site vehicles/deliveries where necessary. Site fencing to be checked at beginning and end of each working day to ensure no unauthorized access possible – check clamps/secure fasteners fencing etc. Erect adequate signage to ensure all persons are warned of the works to include site contact details i.e. ‘activities in progress’, Construction Traffic, Hard Hat and Deep Excavations etc. Gates manned when used but kept closed and secure at all other times. All operatives’ details recorded via Staff and Visitor Register. Un-authorized third parties to be escorted to site office for details and then escorted off site. Repeat infringements to be reported to the police. 	M
Security	Breach of site boundary due to inadequate fencing / signage / locks	Persons entering site without authority especially children. <i>Serious injury / death – coming into contact with hazards on site in live demolition / work areas.</i>	M	<ul style="list-style-type: none"> Before starting work: ensure all fencing is erected by competent persons. Ensure all access points are kept clear and banksman assigned for movement of site vehicles/deliveries of necessary. Safe working: site fencing to be checked at beginning and end of each working day to ensure no unauthorized access possible – check clamps on heras fencing etc. Erect adequate signage to ensure all persons are warned of the works i.e. parent warning signs, construction traffic, hard hat, deep excavations etc. 	L
Welfare	Incorrect use of site-based welfare facilities	All persons entering the welfare unit. <i>Bacterial infections / illness, damage to equipment, burns, scalds</i>	M	<ul style="list-style-type: none"> Suitable site welfare facilities in accordance of HSE regulations are to be provided. No eating/drinking or smoking is allowed on site unless in designated areas. Welfare facilities to be regularly cleaned and inspected. Washing facilities to be well stocked and checked regularly. Toilet facilities to be cleaned at a minimum of weekly intervals. Welfare requirements and the safe/correct use of to be communicated to the workforce during induction. 	L
Site	Failure to use correct PPE/RPE or to use RPE/PPE incorrectly	All persons entering / working on site.	M	<ul style="list-style-type: none"> The following must be worn as a minimum at all times; Hard HAT High Viz vest / jacket 	L


Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk
		Death, serious injury, injury, cuts / abrasions / crush injury / eye injury / respiratory illness / hearing damage		<ul style="list-style-type: none"> Industrial safety boots Suitable / task specific eye protection Suitable / task specific gloves Where required suitable RPE. (Sundstrom SR100 minimum) Failure to wear PPE / RPE will result in immediate removal from site. 	
Site	Contact with live electricity	All persons entering / working on site. Death, electrocution, serious injury, injury, burns, scalds, fire, explosion	M	<ul style="list-style-type: none"> All services to be terminated by CLIENT. Whilst every effort will be made to isolate equipment and cables, all such equipment shall be treated as LIVE until certification of isolations/disconnections has been issued. Care will be taken and any suspected damage to cable and/or equipment will be reported to the site supervisor who will seek further advice from the client. All site electrical equipment will be powered by way of 110v supply. All electrical equipment in use to be PA tested and daily user check completed. All trailing cable to be kept clear of walkways in order to minimise the risk of damage. Any electrical equipment thought to be faulty shall be taken out of service and reported to the supervisor. Live services to remain must be marked and operatives made aware of locations. This must be covered in site documentation. 	L
Site	Breach of live gas pipework	All persons entering / working on site. Death, serious injury, injury, burns, scalds, fire, explosion	L	<ul style="list-style-type: none"> All services to be terminated and purged by CLIENT. Ensure all documentation confirming termination and purging is present prior to works commencing. Care will be taken and any suspected damage to pipe work and/or equipment will be reported to the site supervisor who will seek further advice from the client. Live services to remain must be marked and operatives made aware of locations. This must be covered in site documentation. When excavating, ensure underground services plans are checked and permits to dig are completed. 	L
Asbestos	Soft strip works. Breathing in asbestos fibre due to incorrect handling / work with	Operatives carrying out the works. Respiratory illness, cancer, mesothelioma. death.	M	<ul style="list-style-type: none"> Before starting work: all operatives are to be fully trained and in possession of competence certificates and current medical certificate. Ensure that the emergency procedure as set out by the principal contractor is available and read 	L

Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk
	asbestos containing materials	Other persons in close proximity to include public, other workers, visitors to site. Respiratory illness, cancer, mesothelioma. death.		<p>by all operatives with a copy sited within the clean end of the decontamination unit. Plan the emergency route and know the nearest exit to the place of works. Secure works area to prevent unauthorized access.</p> <ul style="list-style-type: none"> • Safe working: Use wet stripping techniques at all times through pre-injection etc. Ensure plenty of fluids are taken at break times, Do not overload bags or lift heavy objects etc.. Use lifting aids where possible. Employ shadow vacuuming, spraying of materials and ensure good air circulation within the work area. • Always ask for personal monitoring on a regular basis and check all background monitoring to ensure adequate control measures are effective. 	
Asbestos	Working with debris via mechanical plant and hand-picking operations. Breathing in asbestos fibre due to incorrect handling / work with asbestos containing materials	Operatives carrying out the works. Respiratory illness, cancer, mesothelioma. death. Other persons in close proximity to include public, other workers, visitors to site. Respiratory illness, cancer, mesothelioma. death.	H	<ul style="list-style-type: none"> • Prior to commencement: carry out a thorough inspection of the works area and highlight all areas which display a propensity to contain asbestos residues requiring hand removal. Wear appropriate PPE/RPE. Set up exclusion zone. • Erect screens where necessary, particularly in high to medium wind conditions to stop fibre migration. • Safe working: apply localised misting spray of water onto structures to negate fibre release. Place loose fibrous materials directly into an asbestos waste sack clearly marked with the appropriate un code number. Do not overfill the sack to prevent slits and spillages of same and if necessary, triple bag if splits occur. Swan neck tie sacks and secure with cloth adhesive tape and dispose of immediately into an enclosed contaminated waste container. Clean down sprayed area. Where contamination is suspected to be on surface etc. Carry out environmental clean down operations whereby a type 'h' vacuum and / or a damp cloth is employed to remove the surface dust/film from the item. Dispose of all contaminated wastewater into a foul drain having firstly placed a filter over same to ensure contaminants are not allowed to penetrate into water system. Load away rubble after careful reduction process, continuing to spray wet all materials throughout. Line open waste containers where appropriate and seal when full. Carry out personal sampling and background monitoring during and on completion of the operations. 	M
Asbestos	Uncovering / disturbing unidentified materials during soft strip /	Operatives carrying out the works.	M	<ul style="list-style-type: none"> • Secure area to prevent others from accessing the area. • Notify the site supervisor, project manager and asbestos manager immediately. 	L

Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk
	demolition works / excavations. Breathing in asbestos fibre due to incorrect handling / work with asbestos containing materials	Respiratory illness, cancer, mesothelioma. death. Other persons in close proximity to include public, other workers, visitors to site. Respiratory illness, cancer, mesothelioma. death.		<ul style="list-style-type: none"> • Cover affected area with polythene, add fencing and signage warning of the hazard. • Low risk. i.e. uncovered in open area when excavating materials without significant exposure. • Carry out a personal decontamination process by wiping down equipment and clothing. • High risk. i.e. uncovered during soft strip where dust has been created creating a significant exposure. • Full decontamination process required. • Keep away from other site users. • Contact asbestos manager. • Dispose of all clothes and seal in double plastic bags. • Office to record exposure and ensure health monitoring is carried out. 	
All areas	Slips, trips and falls	All persons entering / working on site. Musculoskeletal injury, broken bones, cuts, abrasions, bruising, twists / sprains.	M	<ul style="list-style-type: none"> • Pathways to be kept clear of obstacles wherever possible. • Safety harnesses to be worn where appropriate and advised during all work at height where access may not be controlled by MEWP of scaffolding. All work at height where harness and lanyard is required must be covered by separate Risk Assessment. • All employees to be advised to maintain a safe environment. • Keep all access points clear. • Good housekeeping. • Only use designated access points. • Use designated pedestrian routes where available. • Supervisor to check primary and emergency access routes at the start of each shift. • Access routes included in team briefing. • Good lighting for all tasks and work activities. Ensure dark areas are correctly illuminated. • Ensure open edges / pits / voids are barriered off to protect workforce and visitors. 	L

Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk																																				
All areas	Incorrect manual handling – General.	All persons entering / working on site. Dropping loads or incorrect moving / lifting can cause:- Musculoskeletal injury, broken bones, cuts, abrasions, bruising, twists / sprains.	M	<ul style="list-style-type: none"> Follow information in Wring Group S.O.P and in HSE INDG143 Avoid hazardous manual handling operations so far as is reasonably practicable. Persons must only lift what they feel comfortable to do so. All persons lift different at different capacity, the person making the lift must identify the weight that is suitable to them. (Please see drawing below for a guide) Assess the risk posed from lifting operations and avoid it if possible. Reduce the risk of injury by utilising control measures to lower the risk to as low as is reasonably practicable. Operatives should follow systems and procedures set out for the works. Utilise manual handling aids where required. Ask for help is a load is too heavy. Where possible always allow a lift to be carried out mechanically. During manual demolition works, split the loads down to make them smaller. If in doubt do not attempt a lift / move, ask for help first. The team carrying out the works must review risk assessments and site procedures, if they see a better way to carry out lifts, they must communicate this to the Site Demolition Supervisor. <div data-bbox="1205 975 1899 1374" style="text-align: center;"> <table border="1" style="margin: auto;"> <thead> <tr> <th></th> <th colspan="2">Women</th> <th colspan="2">Men</th> <th></th> </tr> </thead> <tbody> <tr> <td>Shoulder height</td> <td>3 kg</td> <td>7 kg</td> <td>10 kg</td> <td>5 kg</td> <td>Shoulder height</td> </tr> <tr> <td>Elbow height</td> <td>7 kg</td> <td>13 kg</td> <td>20 kg</td> <td>10 kg</td> <td>Elbow height</td> </tr> <tr> <td>Knuckle height</td> <td>10 kg</td> <td>16 kg</td> <td>25 kg</td> <td>15 kg</td> <td>Knuckle height</td> </tr> <tr> <td>Mid lower leg height</td> <td>7 kg</td> <td>13 kg</td> <td>20 kg</td> <td>10 kg</td> <td>Mid lower leg height</td> </tr> <tr> <td></td> <td>3 kg</td> <td>7 kg</td> <td>10 kg</td> <td>5 kg</td> <td></td> </tr> </tbody> </table> </div>		Women		Men			Shoulder height	3 kg	7 kg	10 kg	5 kg	Shoulder height	Elbow height	7 kg	13 kg	20 kg	10 kg	Elbow height	Knuckle height	10 kg	16 kg	25 kg	15 kg	Knuckle height	Mid lower leg height	7 kg	13 kg	20 kg	10 kg	Mid lower leg height		3 kg	7 kg	10 kg	5 kg		L
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Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk
				<ul style="list-style-type: none"> • Take into consideration how lifts are carried out. • What is the load? Liquid, solid and the size. • Follow training given. • Keep back straight and lift with the legs. • Ensure a good grip on item. • Keep the item close to your body as possible. • Ensure the load is stable and will not fall apart as the lift is undertaken. • What position are you lifting from? (Consider the drawings above and below) 	
All areas	Incorrect manual handling – Task	All persons entering / working on site. Dropping loads or incorrect moving / lifting can cause:- Musculoskeletal injury, broken bones, cuts, abrasions, bruising, twists / sprains.	M	<ul style="list-style-type: none"> • Can the task be carried out another way. • Utilise mechanical aids to move loads which are too heavy / awkward to manually move. • Where large volumes of materials are produced from soft strip / manual demolition, items will be placed in stockpiles / drop zones to minimise distances travelled. Items then will be moved with demolition rigs and hydraulic grapples. • If items have to be moved consider the method of movement, if it is to heavy / awkward to manually carry a lifting / movement aid must be used. • (Please see below for a guide) 	L

Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk
				 <ul style="list-style-type: none"> • If pushing or pulling is required ensure the correct posture is used. Use the hands to push keeping the torso largely upright and do not twist. Hands should be kept between the hip and shoulder height. • The distance should be no more than 20 m without a break. • Does the lift require two people? If so the individuals carrying out the lift should be of similar height and capability. Discuss the lift prior to starting and communicate throughout the lift. 	
All areas	Incorrect manual handling – Environment	All persons entering / working on site. Dropping loads or incorrect moving / lifting can cause:- Musculoskeletal injury, broken bones, cuts, abrasions, bruising, twists / sprains.	M	<ul style="list-style-type: none"> • Assess the environment before lift takes place, ensure the route is clear. • Is the route over rough uneven ground? If so can the load be moved mechanically, if not can the ground be levelled. • Is the ground dry, firm and level? • If the ground is wet and slippery can the lift be postponed until dry and not slippery? If not another method of lifting should be considered. • Check that the load you are to carry does not obstruct a clear view ahead. 	L
All areas	Collision between pedestrians and plant, vehicles, transport.	All persons entering / working on site. Dropping loads or incorrect moving / lifting can cause:- Musculoskeletal injury, broken bones, cuts, abrasions, bruising, Crush injury, death.	H	<ul style="list-style-type: none"> • Separate pedestrian and vehicle routes where reasonably practicable. Pedestrians to wear high visibility jackets and clothing. • Working areas to be appropriately lit. • Active demolition areas to be clearly designated with secure fencing and signage. • Minimise un-necessary plant movements e.g. locate fuel bowsers as close to working area as safely possible. • Follow principals of exclusion zones as per Wring Group S.O.P. • Educate operatives with task briefings and information. 	L

Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk
Demolition area	Fall from height –Tools and debris	All persons entering / working on site. Dropping loads, tools, debris or incorrect moving can cause:- Musculoskeletal injury, broken bones, cuts, abrasions, bruising, Crush injury, death.	H	<ul style="list-style-type: none"> Keep edges free of debris. No one to work under active demolition area. Loose or unstable debris to be removed at end of shift / during works. All tools working at height should be tethered. A secure exclusion zone below the work area should be set up. In this scenario, if a secure exclusion zone is in place, tool tethering is not required unless a falling tool could damage property of equipment. 	L
Demolition area	Failure of demolition plant – overloading / roll over	Demolition plant operator, site operatives, public:- Death, serious injury, crush injury, cuts, broken bones, lacerations, damage to property.	M	<ul style="list-style-type: none"> Follow Wring Group S.O.P. Demo Rigs. Follow all relevant information, training and instruction. Observe load charts in machine. Attachments correctly sized for demolition plant. Check for ground voids and stability of the ground surface prior to commencing works. Ensure working pad and ramps are constructed in a safe manner following Industry standards and CPCS training information. Competent and certified operators. 	L
Demolition area	Failure of demolition plant – Mechanical failure	Demolition plant operator, site operatives, public:- Death, serious injury, crush injury, , broken bones, lacerations, damage to property.	M	<ul style="list-style-type: none"> Regular maintenance regime. Operator checks completed prior to each shift. LOLER equipment inspected annually / 6 monthly as per legislation. 	L
Demolition area	Premature collapse of structure	All persons entering / working on site. Death, serious injury, broken bones, cuts, abrasions, damage to property.	H	<ul style="list-style-type: none"> Structure assessed prior to commencing works. Drop zones extended if poor build quality is encountered. Operator experience. Minimise use of multiple working faces – one structural section to be demolished at any one time. Internal works will ensure following site investigations, that no structural elements are removed during the soft strip elements of work. Floors will not be overloaded with stored wastes during soft strip works. 	L

Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk
Site	Demolition – Debris ejected from working area	Local residents, public:- Death, serious injury	M	<ul style="list-style-type: none"> Demolition processes designed to allow all materials to be brought inward into the footprint of the building during the demolition. Care to be taken when raking through reinforcement bar – concrete to be crushed where possible. Work areas to be secured and high risk areas where items may fall must be controlled primarily with a protection system such as demolition curtain or scaffold and sheeting, the site must also utilise a secondary protection system such as an exclusion zone. Maintain the exclusion zones, ensure correct space and configuration are adhered to. 	L
Site	Fire from stored fuels.	All persons entering the work area:- Burns, scalds, respiratory illness, death, explosion.	M	<ul style="list-style-type: none"> Store fuels in designated areas away from sources of ignition. Stores signed and fire extinguishers placed next to storage area. Use appropriate storage containers e.g. double banded fuel bowsers. Clean fuel spills as soon as practicably possible. 	L
site	Incorrect working with vibrating tools. HAVs	Operative working with tools:- Industrial white finger, carpal tunnel syndrome, loss of feeling, effected grip, pain.	M	<ul style="list-style-type: none"> Information instruction and training. Ensure the tool is the correct tool for the job, before you start, is there another way to do the job that doesn't require a vibrating tool? If you have to use the tool make sure it is in good condition, blades / chisel points must be sharp and the correct item for what is to be cut / broken. Read SOP for tool and discuss with Demolition Site Supervisor your trigger times for the tool and requirements for the tool. Utilise wrist monitors to warn of completion of allocated trigger time where applicable. Demolition site supervisor to monitor trigger times and ensure rotation of operatives is carried out where possible. Record all exposure times. 	L
All areas	Inhalation of respirable dusts	All persons entering the work area:-	L	<ul style="list-style-type: none"> Follow a detailed plan of works. 	L

Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk
		Respiratory complications, death		<ul style="list-style-type: none"> Utilise dust suppression methods during manual and mechanical demolition operations. Follow detail written in specific SOP for the task/tool you are using. Task specific dust suppression such as spray bottle and water must be used during operations such as soft strip activities and minor manual demolition operations to control dust. If the spray bottle does not effectively control all dust ensure a face fitted half mask is used. Operative must be clean shave and have a face fit test relevant to the type of mask used. Disposable coveralls during dusty works should be used but removed prior to leaving the works area at a decontamination area so that dusts are not transported to the welfare and other areas. Motofog and jet wash use must be considered during mechanical and demolition and other dusty activities. Refer to SOP for these items. Dust monitoring must be carried out regularly and details recorded in site diary. High readings must be communicated directly to the Project Manager and SHEQ Co-ordinator. 	
All areas	Inhalation of Aspergillus	Persons with a weakened immune systems such as hospital patients. Respiratory complications, lung disease, death	L	<ul style="list-style-type: none"> Aspergillus fumigatus is a species of fungus. It can be found throughout the environment, including in soil, plant matter, and household dust. The fungus can also produce airborne spores called conidia. Most people can inhale many of these spores on a daily basis. Aspergillus is not harmful to persons with a healthy immune system, however for those who have a weakened immune system spores can cause infection in the lungs or sinuses. 	L
All areas	Exposure to noise	All persons entering / working on site. Hearing loss and hearing complications, tinnitus.	M	<ul style="list-style-type: none"> Establish noise exclusion zones. Ear protection to be worn inside noise exclusion zone. Excavators CE marked, doors to be closed as required to minimise noise exposure. Use of hydraulic hammer attachments reduce noise levels. 	L



Relevant area	Hazard	Who can be harmed and how	Risk Rating	Measures to minimise risk	Residual risk
				<ul style="list-style-type: none"> Demolition site supervisor to ensure noise monitoring is carried out and recorded through the Ipad App. 	
Site	Cuts and lacerations from handling glass	Operatives:- Lacerations, cuts, puncture injuries	M	<ul style="list-style-type: none"> Operatives to wear cut 5 gloves and arm protectors if handling glass. Works must be planned to eliminate working with glass. If working with glass is unavoidable ensure works are limited to a minimum. Broken glass to be cleared away immediately and disposed of in a safe area. Broken shards of glass must not be left in windows or doors. 	L

8.2 Environmental Aspects and Impacts register						
Site specific Environmental aspects and impacts must be read in conjunction with Wring Group Ltd Standard Operating Procedure (S.O.P) Environmental aspects and impacts information						
Understanding this assessment : The initial hazard / risk has been classified as a High (H) Medium (M) or Low(L) in the risk rating column. The measures to control the hazard / risks should lower the hazard / risk rating to an acceptable level. If measure to lower the hazard and risk are detailed in this document they must be followed. If the controls are not sufficient or the hazard / risk changes you must contact your supervisor.						
Assessment carried out by :			Tom Child		Date:	09/11/2023
Relevant area	Source/item	Impact rating	Pathway	Receptor	Control	Residual rating
Work Area	Noise	M	Air	Localised public and workforce, flora, fauna, aquatic life	Limit working hours depending on location, ear protection for close proximity work. Frequent monitoring regime.	L
Works Area / Public	Dust	H	Air, water	Localised public and workforce, flora, fauna, aquatic life	Reduce dropping of materials, utilise fine water mist sprays to contain dust (caution with mist spray run of and contamination of ground/water courses)	M
Fuel Storage Area	Fuel/oil spills	H	Air, water	Localised public and workforce, flora, fauna, aquatic life, soil/ground	Utilise drip trays and spill kits efficiently. Clean up spills immediately, ensure defect hydraulic/fuel/oil hoses are replaced/repared.	M



Method / Process

Author to sign and communicate this information with workforce



Appendix 1 -COSHH



COSHH / DSEAR

Risk Assessment No: 001



Diesel Fuel / Gas Oil (White and Red Diesel)

WRING GROUP LTD

ALL DIVISIONS

Describe the activity or work process.
(Include how long and how often this is carried out and the quantity of substance used)

The processes of Demolition, Crushing, Site Clearance, Soft Strip, Vehicle Repair and Maintenance.
These processes are carried out regularly

Location of process being carried out?

Yard, Workshop, Demolition sites, Asbestos Removal sites

Identify the persons at risk:

Employees	50	Contractors	0	Public	0
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Name the substance involved in the process and its manufacturer.
(A copy of a current safety data sheet for this substance should be attached to this assessment)

Diesel Fuel / Gas Oil (White and Red Diesel)

CLASSIFICATION (state the category of danger)

TOXIC	CORROSIVE	FLAMMABLE	EXPLOSIVE	OXIDIZING	HEALTH	IRRITANT	ENVIRO	GAS BOTTLES	HARMFUL
		X					X		X

HAZARD TYPE

GAS	VAPOUR	MIST	FUME	DUST	LIQUID	SOLID
	X				X	

ROUTE OF EXPOSURE

INHALATION	INJECTION	INGESTION	EYES	OTHER
X	X	X	X	

If 'OTHER' please specify

WORKPLACE EXPOSURE LIMITS (WELs) please indicate n/s if not applicable

Long-term exposure level (8hrTWA)	Short-term exposure level (15mins)
See MSDS : BP Automotive Diesel Fuel (May 2008)	See MSDS : BP Automotive Diesel Fuel (May 2008)

STATE THE RISK TO HEALTH FROM IDENTIFIED HAZARDS

Main Risk – Harmful – may cause lung damage if swallowed.
Secondary Risk – limited evidence of carcinogenic risk









CONTROL MEASURES (for example extraction, ventilation, training, supervision). Include special measures for vulnerable groups, such as disabled people and pregnant workers. Take account of those substances that are produced from activities undertaken by another employer's employees.

Ensure filling of plant and machinery is carried out in a well-ventilated area. Clean spills as soon as practicably possible (spills are a potential slip hazard as well as posing a threat to the environment).

If likely to be exposed to liquid for prolonged periods of time protective gloves should be worn.

Is health surveillance or monitoring required?	YES		NO	X
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PERSONAL PROTECTIVE EQUIPMENT

 Mask			 Visor		
 RPE			 Goggles	X	Wear close fitting glasses to prevent product entering eyes.
 Gloves	X	For prolonged use wear protective gloves.	 Overalls		
 Footwear			 Other		

FIRST AID MEASURES

Inhalation – Take casualty to source of fresh air, seek medical advice if required.
 Skin Contact – Wash with soap and water if skin irritation continues consult a doctor.
 Eye Contact – Rinse opened eye for at least 15 minutes under running water. Remove contact lenses prior to rinsing.
 Swallowing – Immediately wash mouth, do not induce vomiting, call for medical help immediately.

STORAGE

Minimise on-site storage. Ensure containers are stored in a secure well-ventilated area away from sources of heat and direct sunlight.

DISPOSAL OF SUBSTANCES AND CONTAMINATED CONTAINERS

HAZARDOUS WASTE	SKIP	RETURN TO DEPOT	RETURN TO SUPPLIER	OTHER
		X		

If other, please arrange for disposal by a licenced contractor to appropriate facility

Has the exposure been adequately controlled	YES	X	NO	
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RISK RATING FOLLOWING CONTROL MEASURES

HIGH		MEDIUM		LOW	X
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ASSESSED BY	Tim Whittle	DATE	01.11.23	REVIEW DATE	01.11.26
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COSHH / DSEAR

Risk Assessment No: 001



Engine Oil

WRING GROUP LTD

ALL DIVISIONS

Describe the activity or work process.
(Include how long and how often this is carried out and the quantity of substance used)

The processes of Demolition, Crushing, Site Clearance, Soft Strip, Vehicle Repair and Maintenance.
These processes are carried out regularly

Location of process being carried out?

Yard, Workshop, Demolition sites, Asbestos Removal sites

Identify the persons at risk:

Employees	50	Contractors	0	Public	0
-----------	-----------	-------------	----------	--------	----------

Name the substance involved in the process and its manufacturer.
(A copy of a current safety data sheet for this substance should be attached to this assessment)

Engine Oil

CLASSIFICATION (state the category of danger)

TOXIC	CORROSIVE	FLAMMABLE	EXPLOSIVE	OXIDIZING	HEALTH	IRRITANT	ENVIRO	GAS BOTTLES	HARMFUL
		X					X		X

HAZARD TYPE

GAS	VAPOUR	MIST	FUME	DUST	LIQUID	SOLID
					X	

ROUTE OF EXPOSURE

INHALATION	INJECTION	INGESTION	EYES	OTHER
X	X	X	X	

If 'OTHER' please specify

WORKPLACE EXPOSURE LIMITS (WELs) please indicate n/s if not applicable

Long-term exposure level (8hrTWA)	Short-term exposure level (15mins)
See MSDS : none shown	See MSDS : none shown

STATE THE RISK TO HEALTH FROM IDENTIFIED HAZARDS

No ill effects shown on MSDS









CONTROL MEASURES (for example extraction, ventilation, training, supervision). Include special measures for vulnerable groups, such as disabled people and pregnant workers. Take account of those substances that are produced from activities undertaken by another employer's employees.

Ensure filling of plant and machinery is carried out in a well-ventilated area. Clean spills as soon as practicably possible (spills are a potential slip hazard as well as posing a threat to the environment).

If likely to be exposed to liquid for prolonged periods of time protective gloves should be worn.

Is health surveillance or monitoring required?	YES		NO	X
--	------------	--	-----------	----------

PERSONAL PROTECTIVE EQUIPMENT

 Mask			 Visor		
 RPE			 Goggles	X	Wear close fitting glasses to prevent product entering eyes.
 Gloves	X	For prolonged use wear protective gloves.	 Overalls		
 Footwear			 Other		

FIRST AID MEASURES

Inhalation – Take casualty to source of fresh air, seek medical advice if required.
 Skin Contact – Wash with soap and water, if skin irritation continues consult a doctor.
 Eye Contact – Rinse opened eye for at least 15 minutes under running water. Remove contact lenses prior to rinsing.
 Swallowing – Immediately wash mouth, do not induce vomiting, call for medical help immediately.

STORAGE

Minimise on-site storage. Ensure containers are stored in a secure well-ventilated area away from sources of heat and direct sunlight.

DISPOSAL OF SUBSTANCES AND CONTAMINATED CONTAINERS

HAZARDOUS WASTE	SKIP	RETURN TO DEPOT	RETURN TO SUPPLIER	OTHER
				X

If other, please arrange for disposal by a licenced contractor to appropriate facility

Has the exposure been adequately controlled	YES	X	NO	
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RISK RATING FOLLOWING CONTROL MEASURES

HIGH		MEDIUM		LOW	X
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ASSESSED BY	Tim Whittle	DATE	01.11.23	REVIEW DATE	01.11.26
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COSHH / DSEAR

Risk Assessment No: 001



LITHIUM GREASE

WRING GROUP LTD

ALL DIVISIONS

Describe the activity or work process.
(Include how long and how often this is carried out and the quantity of substance used)

The processes of Demolition, Crushing, Site Clearance, Soft Strip, Vehicle Repair and Maintenance.
These processes are carried out regularly

Location of process being carried out?

Yard, Workshop, Demolition sites, Asbestos Removal sites

Identify the persons at risk:

Employees	50	Contractors	0	Public	0
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Name the substance involved in the process and its manufacturer.
(A copy of a current safety data sheet for this substance should be attached to this assessment)

LITHIUM GREASE

CLASSIFICATION (state the category of danger)

TOXIC	CORROSIVE	FLAMMABLE	EXPLOSIVE	OXIDIZING	HEALTH	IRRITANT	ENVIRO	GAS BOTTLES	HARMFUL
		X					X		

HAZARD TYPE

GAS	VAPOUR	MIST	FUME	DUST	LIQUID	SOLID
					X	

ROUTE OF EXPOSURE

INHALATION	INJECTION	INGESTION	EYES	OTHER
X	X	X	X	

If 'OTHER' please specify

WORKPLACE EXPOSURE LIMITS (WELs) please indicate n/s if not applicable

Long-term exposure level (8hrTWA)	Short-term exposure level (15mins)
See MSDS : 600mg/m3	See MSDS : none shown

STATE THE RISK TO HEALTH FROM IDENTIFIED HAZARDS

Skin and respiratory issues
Health Warnings
This chemical can be hazardous when inhaled and/or touched. This chemical may cause skin/eye irritation and burns (corrosive). May cause severe internal injury. Vapour from this chemical can be hazardous when inhaled.
Route of entry
Inhalation. Ingestion. Skin and/or eye contact. Skin absorption.

CONTROL MEASURES (for example extraction, ventilation, training, supervision). Include special measures for vulnerable groups, such as disabled people and pregnant workers. Take account of those substances that are produced from activities undertaken by another employer's employees.

Ensure greasing of plant and machinery is carried out in a well-ventilated area. Clean spills/drips as soon as practicably possible (spills are a potential slip hazard as well as posing a threat to the environment).
If likely to be exposed to liquid for prolonged periods of time protective gloves should be worn.









Is health surveillance or monitoring required?

YES

NO

X

PERSONAL PROTECTIVE EQUIPMENT

 Mask			 Visor		
 RPE	X	For prolonged or confined space use wear RPE	 Goggles	X	Wear close fitting glasses to prevent product entering eyes.
 Gloves	X	For prolonged use wear protective gloves. Nitrile Gloves	 Overalls		
 Footwear			 Other		

FIRST AID MEASURES

Inhalation – Take casualty to source of fresh air, seek medical advice if required.
Skin Contact – Wash with soap and water, if skin irritation continues consult a doctor.
Eye Contact – Rinse opened eye for at least 15 minutes under running water. Remove contact lenses prior to rinsing.
Swallowing – Immediately wash mouth, do not induce vomiting, call for medical help immediately.

STORAGE

Minimise on-site storage. Ensure containers are stored in a secure well-ventilated area away from sources of heat and direct sunlight.

DISPOSAL OF SUBSTANCES AND CONTAMINATED CONTAINERS

HAZARDOUS WASTE	SKIP	RETURN TO DEPOT	RETURN TO SUPPLIER	OTHER
				X

If other, please arrange for disposal by a licenced contractor to appropriate facility

Has the exposure been adequately controlled

YES

X

NO

RISK RATING FOLLOWING CONTROL MEASURES

HIGH		MEDIUM		LOW	X
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ASSESSED BY	Tim Whittle	DATE	01.11.23	REVIEW DATE	01.11.26
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COSHH / DSEAR

Risk Assessment No: 001



Hydraulic Oil – Type 46

WRING GROUP LTD

ALL DIVISIONS

Describe the activity or work process.
(Include how long and how often this is carried out and the quantity of substance used)

The processes of Demolition, Crushing, Site Clearance, Soft Strip, Vehicle Repair and Maintenance.
These processes are carried out regularly

Location of process being carried out?

Yard, Workshop, Demolition sites, Asbestos Removal sites

Identify the persons at risk:

Employees	50	Contractors	0	Public	0
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Name the substance involved in the process and its manufacturer.
(A copy of a current safety data sheet for this substance should be attached to this assessment)

Hydraulic Oil – Type 46

CLASSIFICATION (state the category of danger)

TOXIC	CORROSIVE	FLAMMABLE	EXPLOSIVE	OXIDIZING	HEALTH	IRRITANT	ENVIRO	GAS BOTTLES	HARMFUL
		X					X		

HAZARD TYPE

GAS	VAPOUR	MIST	FUME	DUST	LIQUID	SOLID
		X			X	

ROUTE OF EXPOSURE

INHALATION	INJECTION	INGESTION	EYES	OTHER
X	X	X	X	

If 'OTHER' please specify

WORKPLACE EXPOSURE LIMITS (WELs) please indicate n/s if not applicable

Long-term exposure level (8hrTWA)	Short-term exposure level (15mins)
5mg/m3	10mg/m3

STATE THE RISK TO HEALTH FROM IDENTIFIED HAZARDS

Main Risk – May cause lung problems if a fine mist is inhaled.
Secondary Risk – Hydraulic systems are normally operated at high pressure – care is to be taken not to be exposed to high speed jets of fluid.









CONTROL MEASURES (for example extraction, ventilation, training, supervision). Include special measures for vulnerable groups, such as disabled people and pregnant workers. Take account of those substances that are produced from activities undertaken by another employer's employees.

Clean spills as soon as practicably possible (spills are a potential slip hazard).

Care should be taken when servicing plant due to the high-pressure hydraulic systems. Ensure plant manufacturer recommendations are followed when servicing equipment, especially with respect to releasing pressures from the system

Is health surveillance or monitoring required? **YES** **NO** **X**

PERSONAL PROTECTIVE EQUIPMENT

 Mask			 Visor		
 RPE			 Goggles	X	Wear close fitting glasses to prevent product entering eyes.
 Gloves	X	For prolonged use wear protective gloves.	 Overalls		
 Footwear			 Other		

FIRST AID MEASURES

Inhalation – No specific first aid measures are required. If exposed to excessive levels of material in the air, move the exposed person to fresh air. Get medical attention if coughing or respiratory discomfort occurs.

Skin Contact – No specific first aid measures are required. As a precaution, remove clothing and shoes if contaminated. To remove the material from skin, use soap and water. Discard contaminated clothing and shoes or thoroughly clean before reuse.

Eye Contact – No specific first aid measures are required. As a precaution, remove contact lenses, if worn, and flush eyes with water.

Swallowing – No specific first aid measures are required. Do not induce vomiting. As a precaution, get medical advice.

STORAGE

Minimise on-site storage.
Store in sealed secure containers with clear identification markings.
Avoid contaminating soil or releasing this material into sewage and drainage systems and bodies of water.

DISPOSAL OF SUBSTANCES AND CONTAMINATED CONTAINERS

HAZARDOUS WASTE	SKIP	RETURN TO DEPOT	RETURN TO SUPPLIER	OTHER
		X		X

If other, please arrange for disposal by a licenced contractor to appropriate facility

Has the exposure been adequately controlled **YES** **X** **NO**

RISK RATING FOLLOWING CONTROL MEASURES

HIGH		MEDIUM		LOW	X
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ASSESSED BY Tim Whittle **DATE** 01.11.23 **REVIEW DATE** 01.11.26



Appendix 2 – Standard Operating Procedures



SAFE OPERATING PROCEDURE

FOR

Excavators / Demolition rigs



SAFE OPERATING PROCEDURE REFERENCE NUMBER			SOP 002
SAFE OPERATING PROCEDURE DEVELOPED BY			TIM WHITTLE
SAFE OPERATING PROCEDURE APPROVED BY			D WRING
DATE	October 2022	REVIEW DATE	October 2024

ACTIVITY:

The Safe Use of a 360° tracked demolition rig / excavator,

By definition the term "Use" includes, Pre-use inspection, Operating, (un) loading procedures and maintenance. Excavating of material, loading of materials with buckets or grapples, shearing steels, pulverising concrete, using hydraulic hammer attachments to break concrete/rock, general demolition of structures, loading and clearing from mobile crusher.

AUTHORISATION:

No person is permitted or authorised to operate this piece of equipment unless they are aged 18 or over, be competent and be trained to the appropriate level for the item or be under supervised training. Operatives must have knowledge of the item, its functions, limitations and emergency procedures and have had this document along with relevant site/task specific method statements and risk assessments communicated to them.

YOU ARE NOT PERMITTED TO OPERATE OR USE THIS EQUIPMENT WHILE UNDER THE INFLUENCE OF DRUGS OR ALCOHOL

READ IN CONJUNCTION WITH SITE SPECIFIC RAMS AND OTHER SITE SPECIFIC DOCUMENTATION.

RISK ASSESSMENT

HAZARD	WHO CAN BE HARMED AND HOW	RISK RATING H/M/L	MEASURES TO MINIMISE RISK	RESIDUAL RISK H/M/L
Overturn of plant	Operator, workforce, public	H	<p>Information, instruction and training.</p> <p>Ensure work area is secure and well segregated. Check ground conditions prior to accessing with excavator. Establish the possibility of floor voids and soft ground. When working on concrete reinforced floors ensure correct floor loadings are suitable for weight of plant being used or that appropriate prop work has been installed. Do not access floors with machinery unless instructed by management. Do not tract alongside open trenches or voids, keep at least the depth of the trench/void back from the edge. When accessing stockpiles of material, ensure stockpile is stable and that access ramps are suitably wide and or a suitable gradient.</p>	M
Entrapment/crush in moving parts	Workforce	H	<p>Information, instruction and training.</p> <p>Ensure workforce are clear of the machinery when in operation, utilise movement cameras and mirrors when positioning machinery. Do not track backwards blind. Ensure machinery is switched off and immobilised before persons approach to talk (i.e. stand on track to discuss things) Before operating hydraulic attachments all persons should be clear of moving parts.</p>	M
Falls from height	Operator, maintenance	H	<p>Information, instruction and training.</p> <p>When accessing machinery to commence operation or exiting the machine following operation, always ensure you are facing the machine and have three points of contact at all times. Never jump from the machine or jump and while holding the grab rail. When maintenance is being carried out ensure anti-slip coatings around the engine access panels are clean and in good order. Never work with your back to the open edge.</p>	M
Slips, trips	Operator	M	<p>Information, instruction and training.</p> <p>Park machinery in a suitable and safe area where possible away from uneven, soft/wet/slippery ground. Ensure access to the machinery is clear and trip/slip hazard free. Take care when exiting the machinery when working on soft/muddy/clay/chalk ground as tracks can become slippery.</p>	L
Manual handling	Operator	M	<p>Information, instruction and training.</p> <p>When greasing machinery, carrying out maintenance, changing attachments, cleaning machinery ensure your work area and transit routes are clear and free of obstacles. Make sure the correct PPE is worn and suitable gloves are worn. When changing attachments and hydraulic hoses wear gloves with grip to prevent sliding or slipping which can cause musculoskeletal injuries. If sledge hammers or pry bars are to be used check your footing first, do not over stretch, swing hammers using knees, hips and shoulders keeping the spine in line and straight. When using a pry bar check the pivot point being used to ensure bar cannot slip off.</p>	L
Fire/explosion/ electrocution/electrical explosion	Operator, workforce	H	<p>Information, instruction and training.</p> <p>During works the greatest risk comes from contact with underground or overhead live services. Ensure all services have been terminated and certified dead prior to works commencing. When excavating C.A.T scans of the works area must have been carried out and confirmed to the operator. Do not excavate within 1 meter of a live service with an excavator/ machinery. When working near overhead lines follow BS 6187 and HSE guidance. If you see and sparks or smell gas, stop immediately and isolate machinery, warn others and exit the area.</p>	M

Collision with pedestrians/plant/buildings/structure	Workforce, visitors, public	H	<p>Information, instruction and training.</p> <p>Check that work areas are segregated sufficiently and where applicable physical separation barriers are in place. Pedestrian and plant work areas must be separated. Inductions and tool box talks are to be used to ensure safety message regarding separation of plant and machinery is conveyed to all persons. Ensure safe working distances within the 'swing area' of plant are complied with (See BS 6187 and HSE Guidance). As part of pre-start checks mirrors and cameras must be cleaned and working correctly. If workforce approach from the blind side of machinery, stop and advise firstly the individual of this and then the site supervisor/manager.</p>	M
Equipment failure	Workforce, public	M	<p>Information, instruction and training.</p> <p>Prestart checks must be carried out on equipment prior to use. Ensure an in-date inspection certificate is available for the machinery. Fixing bolts, lock pins, hydraulic fittings must be inspected and regularly serviced/maintained. Defect logs must be completed, and defects reported immediately. Once defects have been identified equipment and machinery must not be used until the defect is corrected. Workforce not to work under raised boom/attachment of machinery. When loading lorries and crusher the boom must not be swung over the cab of lorries or over the operator of the crusher. When working near public area, boom of the machine is not to be swung outside the working area over public area unless public area has been cleared and controlled by bank men. Only use attachments for what they were designed for.</p>	L
Falling/flying objects	Workforce, public	H	<p>Information, instruction and training.</p> <p>At all times works must be undertaken to prevent flying objects. Create secure drop and exclusion zones to control works and areas. When demolishing steel framed structures utilise shear attachments or hot cut to prevent over stressing bolt/weld fixing. Do not use hammer attachments at high level unless screening is in place. Carefully disassemble structures to prevent stress on other materials within the structure. When carrying out demolition sequences ensure a designated drop zone is created and not entered by machinery or personnel. Ensure structures are not 'undercut' in a way which will endanger the machinery or personnel. At the end of each shift or section ensure all overhanging or loose items are removed. During shearing operations of rebar type materials where possible cut with the back of the jaw rather than the tip of the beak to prevent projection of rebar shards. When excavating, clean edges of trenches to remove loose items. During loading of skips, crusher units and lorries work area must be clear with restricted access to personnel. Care must be taken when loading skips with long timber that when compacting the load timber is not projected from the skip. Ease the load down rather than ramming. This list is not exhaustive, care must be taken during all operations to prevent flying/falling debris.</p>	M
Contact with hazardous substances	Operator	H	<p>Information, instruction and training.</p> <p>During mechanical demolition of asbestos roofing sheets ('balling in'), keep the cab door shut, ensure sufficient water mist sprays are being used. Reduce breakage of materials where possible. Do not tract over asbestos sheets on the ground. Ensure materials are wetted prior to loading debris into skips. Do not exit machinery during or directly after the collapsing of asbestos materials, track away from the work area and ensure the machinery has been washed down adequately. When changing attachments ensure correct gloves are worn to prevent contact with oils whether hot or cold.</p>	M

Excessive/nuisance noise	Operator, workforce, visitors, public	M	Information, instruction and training. Maintenance regime to ensure any defects within the noise reducing systems of machinery. Utilise hydraulic pulverisers/crackers/munchers where possible to minimise hydraulic hammer attachments. Where possible limit hammer usage and consider work area and deflection of noise (i.e the noise of a machine will sound louder within a built-up area as opposed to open ground) Consider working hours in built up populated areas. Where noisy operations are to be undertake ensure correct ear protection is used and periodic breaks in noisy activities. If working near public areas follow specific risk assessments and ensure controls are in place (possibly acoustic screening). Repetitive low volume noise can be a nuisance, where possible alternate works to minimise.	L
Excessive/nuisance dust	Operator, workforce, public	H	Information, instruction and training. Loads are not to be dropped from high level, place items rather than drop. Potentially dusty operations must be controlled with water mist sprays. Operator to be vigilant with regards sporadic dusts. Where high levels of dust are produced, and control measures do not prevent dust stop operations and seek advice from the site supervisor. Also, be vigilant on wind direction and where dust is being carried.	M
Vibration	Operator	M	Information, instruction and training. Working on concrete slabs with steel tracked excavators and crushing units can create high levels of full body vibration, limit time exposure and where possible create a 'mat' of loose/crushed material to reduce vibration.	L

ENVIRONMENTAL ASSESSMENT

Source/item	Impact rating H/M/L	Pathway	Receptor	Control	Residual rating H/M/L
Noise	M	Air	Localised public and workforce, flora, fauna, aquatic life	Exhaust mufflers, limit working hours depending on location, ear protection for close proximity work. Frequent monitoring regime.	L
Dust	H	Air, water	Localised public and workforce, flora, fauna, aquatic life	Reduce dropping of materials, utilise fine water mist sprays to contain dust (caution with mist spray run off and contamination of ground/water courses)	M
Fumes	H	Air	Localised public and workforce, flora, fauna,	Maintenance regime for machinery to ensure efficiency of engines. Select correct working revs to reduce excessive fuel usage, turn off machinery when not in use (prevent over idling) utilise exhaust CATs to reduce fumes	M
Fuel/oil spills	H	Air, water	Localised public and workforce, flora, fauna, aquatic life, soil/ground	Utilise drip trays and spill kits efficiently. Clean up spills immediately, ensure defect hydraulic/fuel/oil hoses are replaced/repaired. Training.	M
Fuel usage	M	Air	Localised public and workforce, flora, fauna, aquatic life	Maintenance regime for machinery to ensure efficiency of engines. Select correct working revs to reduce excessive fuel usage, turn off machinery when not in use (prevent over idling) Select the right attachments to ensure energy usage is minimised.	L

SAFETY EQUIPMENT					
Mandatory X			Task Specific X		
Safety helmet	X	Safety footwear (EN 345)	X	Hi-viz clothing	X
Gloves	X	Safety harness		Fall arrest lanyard	
Fall restraint lanyard		Overalls (flame retardant)		Overalls (disposable)	X
R.P.E (SR 100)		Goggles (EN 166 B)		Glasses (EN 166 F)	
Ear defenders	X	Shaded cutting goggles		Face Shield	

PROCEDURE

To be read in conjunction with site specific RAMs and relevant site information
Operators to follow all training, RAMs and S.O.Ps

CHECKS:

Regardless of the size of the equipment it must have the following as standard,

Clearly defined Operating controls.

Flashing orange beacon located on the cab and that it is working.

Reversing camera or mirrors are clear and in good working order.

Always ensure pre-use checks are carried out and recorded on the checklist provided. Report all defects to your supervisor.

Ensure you have all the relevant PPE on (as above) and check that it is in good working condition. Obtain replacements from your supervisor/Manager immediately if required.

If prescription or condition requires operative to wear glasses for driving or hearing aids, then they MUST be worn and kept in good working order.

The equipment must only to be used on firm ground.

Check for voids, trenches and changing ground conditions due to weather or site conditions.

The working limits of the demo rig / excavator / attachment is NOT to be exceeded.

Check the equipment being used and ensure up to date certificates are in place.

The demo rig / excavator is not to be used in the vicinity of overhead power lines.

Operators to check exclusion zones are in place and secure. **Refer to NFDC Exclusion Zones attached.**

ACCESS:

Proceed with caution to machine. Use designated walkways where possible. Be aware of moving vehicles and mobile plant

ALWAYS face the machine and use the handholds provided when mounting or dismounting. Maintain 3-point contact.

Surfaces may be slippery – take great care when mounting or dismounting.

NEVER Jump on or off equipment

ALWAYS Keep your machine clean and tidy.

RESTRICT ACCESS when carrying out demolition works and loading of skips / bins / lorries, ensure access is restricted and no operatives can approach the machine / area. Communicate your operations with others.

TRAVELLING:

Stop and remove all objects in your path where safe to do so, never track over them.

Before moving always double check that it is safe to do so, having made all round observation for pedestrians or other obstacles.

Always slow down when approaching corners, parked vehicles, doorways etc. and sound your horn and be prepared to stop (a few short blasts attracts the most attention).

Always ensure that you stay within the confines of the operating cab during operations

Never approach any pedestrian or allow them to approach you closer than two metres. Stop work if they do.

Never track blindly if the bucket or attachment obscures your vision.

Never track onto the bed of a vehicle without management authorisation. There must be evidence that the vehicle will take the weight of the demolition rig / excavator, if you do, always inform the vehicle driver of your intentions make certain that the hand brake is on, the engine is switched of, the key is removed.

GENERAL OPERATION:

Follow all training undertaken through CPCS.

Ensure the operations to be undertaken have been communicated with the workforce and the work area is secure.

Only use the demolition rig / excavator / attachment for its intended purpose. (See attachment chart below)

Ensure the direction facing of tracks is known so that direction of travel when starting a move is known. This can be ascertained by looking at the tracks to see if the idler or sprocket is visible.

Always give way to pedestrians.

NEVER use mobile phones whilst operating or tracking the excavator. Hands free kits are **not** acceptable. Vehicle must be parked before using the phone.

NEVER exceed the lifting capacity of the equipment.

Before carrying out any operation, check the ground conditions, ensure that the ground is suitable for the task to be undertaken.

Ensure a suitable exclusion zone is created around the working area following NFDC guidance and site-specific RAMs and information.

Ensure that during any loading / demolition activities no persons are in the working area. **Refer to NFDC Exclusion Zones attached.**

Always 'test' the load you are lifting with hydraulic attachments before undertaking loading operations and check the release speed of attachment jaws to ensure loads can be released easily.

STOPPING/PARKING:

When stopping for any reason, stop, ensure tracks are aligned with vehicle, switch off the engine this applies even if approached by a pedestrian before communicating with them.

End of working day security: Do NOT leave the keys in the demolition rig / excavator and allow the opportunity for unauthorised use.

MAINTENANCE:

Keep machine clean and tidy.

Maintain anti-slip protection.

Ensure engine covers are in place.

Always use appropriate PPE when handling oils, grease etc

Clear up any oil spills using granules available, any large oil spills report immediately.

Never allow any person to climb underneath the demolition rig / excavator for ANY REASON

DO NOT smoke or allow naked lights when re-fueling or checking fluid levels. Ensure caps are cool prior to removal

ENSURE ATTACHMENTS ARE CHECKED UNDER POWER AND DETAILS RECORDED.

ATTACHMENT CHART



Digging / Bulking Bucket

- Fitted to the plant via direct pins or tested quick hitch system.
- Various sizes and construction, light weight – heavy weight depending on required task.
- For digging. Soil / hardcore material loading processing.

Excessive leverage with this attachment can break teeth shanks and rupture welded seams.



Riddle / Griddle Bucket

- Fitted to the plant via direct pins or tested quick hitch system.
- Size depending on base machine size.
- For removing smaller materials / material cleaning / processing.

Excessive leverage with this attachment can break teeth shanks and rupture welded seams.



Grading Bucket

- Fitted to the plant via direct pins or tested quick hitch system.
- Various sizes depending on base machine.
- For grading over ground, road construction, cleaning of slabs / roads, removing carpets floor coverings from concrete / screed.

Caution with this attachment, catching a fixed object such as a station pad or bolt can twist the bucket and cause a high velocity projected item such as a bolt head.



Narrow / 2' Bucket

- Fitted to the plant via direct pins or tested quick hitch system.
- Various sizes and construction, light weight – heavy weight depending on required task.
- For excavating trenches / removing large concrete footings / slabs.

Excessive leverage with this attachment can break teeth shanks and rupture welded seams.



Ripping Tooth

- Fitted to the plant via direct pins or tested quick hitch system.
- Various sizes and construction, light weight – heavy weight depending on required task.
- For ripping concrete / hard ground.
- Can be used to rip steel tanks along welds.
- Can be used for careful demolition of walls where space is restricted.



Fixed Finger Grapple / Grab

- Fitted to the plant via direct pins or tested quick hitch system and 'lazy arm' brace.
- Various sizes and construction, light weight – heavy weight depending on required task.
- For demolition where pulling is required.
- For loading of awkward / heavy items such as steel or logs

Caution with this attachment as it can cause items to be projected under pressure, ensure exclusion zone is clear. Refer to NFDC Exclusion Zones attached.



Hydraulic Hammer

- Fitted to the plant via direct pins or tested quick hitch system and hydraulic hoses.
- For breaking concrete and hard materials.

Caution with this attachment as it can produce high velocity projected materials and can produce high volume noise and vibration. Monitor. Refer to NFDC Exclusion Zones attached.

Levering with this attachment can break the point easily.



Hydraulic Rotating Selector Grapple / Grab

- Fitted to the plant via direct pins or tested quick hitch system and hydraulic hoses.
- Various sizes and construction, light weight – heavy weight depending on required task and base machine.
- For light weight demolition such as timber roof structures walls where material separation is required.
- For material handing / separation / processing / loading.

Caution with this attachment as it can cause items to be projected under pressure, ensure exclusion zone is clear especially when loading of bins / skips. Refer to NFDC Exclusion Zones attached.



Hydraulic Rotating Demolition Shear

- Fitted to the plant via direct pins either boom or dipper mounted or tested quick hitch system.
- Various sizes and construction depending on task and size base machine.
- For demolition of steel structures.
- For cutting of steel materials such as RSJ's. Size of cut depending on size of shear and base machine.

Caution with this attachment as it can leave sharp edges and items to fall once cut. Ensure exclusion zone is clear. Refer to NFDC Exclusion Zones attached.



Hydraulic Rotating Demolition Multi Processor.

(Cracker, Pulveriser, demolition Shear)

- Fitted to the plant via direct pins or tested quick hitch system.
- Various sizes and construction depending on task and size base machine.
- For demolition of concrete structures.
- For cutting / pulverising of reinforced concrete materials such as beams and floor slabs. Size of cut depending on size of shear and base machine.
- Jaws are interchangeable via fixed pins.

Caution with this attachment as it can leave sharp edges on rebar and items to fall once cut. Ensure exclusion zone is clear. Refer to NFDC Exclusion Zones attached.



Fixed Pulveriser / Muncher

- Fitted to the plant via direct pins and 'lazy arm' brace.
- Various sizes and construction, depending on required task and base machine size.
- For demolition of heavily reinforced concrete.
- For processing on concrete prior to crushing.

Caution with this attachment as it can cause items to be projected under pressure, ensure exclusion zone is clear. Refer to NFDC Exclusion Zones attached.



Crusher OR Screener Bucket

- Fitted to the plant via direct pins or tested quick hitch system and hydraulic hoses.
- Various sizes depending on the base machine size.
- Screener for removing fines from material / concrete / brickwork.
- Crusher for crushing demolition hard waste such as concrete and brickwork to produce a usable product.

Caution, these attachments can produce high level noise and dust.

Ensure water mist sprays are in operation and noise monitoring carried out.

These items have limitations, use must be kept to small operations.



Hydraulic Magnet

- Fitted to the plant via direct pins or tested quick hitch system and hydraulic hoses. (Some magnets are connected via chains, these require a specific risk assessment and plan prior to use and are subject to specific inspections)
- Various sizes depending on the base machine size.
- For collecting and loading small metal materials following primary demolition or processing.

Caution, these attachments have limitations and are not suitable for loading large awkward items.

Ensure exclusion zone is clear. Refer to NFDC Exclusion Zones attached.

OTHER CONSIDERATION

Always consider other plant working around you and personnel especially those that may be hidden out of site.

Before starting a task, check that the exclusion zones are clearly defined, secure and that your operations are communicated to all persons relevant to or who may be impacted by the task.

Review and implement NFDC document (Demolition Exclusion Zones DRG 110:2014) attached, and NFDC document (Demolition Attachments Guidance Notes DRG 118:2018) attached.



NFDC Demolition Exclusion Zones

DRG 110:2014



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**SAFE OPERATING PROCEDURE
FOR**

Manual Handling / Manual Tools



SAFE OPERATING PROCEDURE REFERENCE NUMBER			SOP 003
SAFE OPERATING PROCEDURE DEVELOPED BY			TIM WHITTLE
SAFE OPERATING PROCEDURE APPROVED BY			DEAN WRING
DATE	October 2022	REVIEW DATE	October 2024

ACTIVITY:
The safe use of manual tools within the working environment.
The term “manual tool” describes any piece of equipment which is manually worked by hand, items such as pry bars, sledge hammers, brooms, hammers, mattocks, picks, bolt cutters, wire cutters, spanners, socket wrenches, chisels, and grease guns.

AUTHORISATION:
No person is permitted or authorised to use these pieces of equipment unless they are competent and in some cases trained to the appropriate level for the item or be under supervised training. Operatives must have knowledge of the item, its functions, limitations and emergency procedures and have had this document along with relevant site/task specific method statements and risk assessments communicated to them.
YOU ARE NOT PERMITTED TO USE THESE ITEMS WHILE UNDER THE INFLUENCE OF DRUGS OR ALCOHOL

RISK ASSESSMENT

HAZARD	WHO CAN BE HARMED AND HOW	RISK RATING H/M/L	MEASURES TO MINIMISE RISK	RESIDUAL RISK H/M/L
Incorrect Manual handling	Operative, workforce Musculoskeletal injury, broken bones	H	<p>Information, instruction and training.</p> <p>Select the correct tool for the task at hand. Ensure it is good condition and where needed, sharp.</p> <p>Wear appropriate PPE.</p> <p>Be aware of others around you.</p> <p>When using any manual tools ensure that your work area is clear and safe to work. Ensure you have a good solid floor space to stand and work from.</p> <p>When using tools such as sledge hammers, mattocks and bars avoid twisting the back while working, swing with shoulders arms, hips and knees not with the lower back. Follow the manual handling training. Avoid over work, allow the weight of the tool head to produce the force required and do not over compensate with muscle power. Check that any follow through swings will not make contact with your shins, knees, feet or anyone else nearby.</p> <p>Take adequate time to 'line up' on the target point, a missed blow can cause un expected twists and strains.</p> <p>When digging do not ram shovel head into materials, place blade against the base of the material and slide in with presser from foot or thigh against the handle and shaft. When moving materials from concrete or hard surfaces always slide the shovel blade along f the surface, do not try and dig higher up, this removes excess force required.</p> <p>Brooms should be used keeping back as straight as possible to avoid back pain and injury.</p>	M
Fire/explosion/ electrocution/electrical explosion	Operatives, workforce	H	<p>Information, instruction and training.</p> <p>During works the greatest risk comes from contact with underground or live services. Ensure all services have been terminated and certified dead prior to works commencing. When digging C.A.T scans of the works area must have been carried out and confirmed to the operator. Do not dig near live services unless a specific plan has been created, a permit to dig system must be used. Any excavation for services must be done with insulated tools appropriate for task.</p> <p>When carrying out soft strip works do not cut any cables with wire cutters, bolt cutters, bars or any other item unless they have been confirmed and proved dead and you are instructed to carry out the works by a supervisor.</p> <p>Do not pierce any container with hand tools.</p>	M
Collision with other workers	Workforce,	H	<p>Information, instruction and training.</p> <p>Check that work areas are segregated sufficiently and where required added controls such as tape warning barriers are in place.</p> <p>Prior to works commencing in a confined area ensure you make yourself aware of where other operatives are working and make them aware of what you are intending to do.</p> <p>When you are manually demolishing walls and structures with sledge hammers, ensure the area behind what you are demolishing is clear and segregated.</p> <p>Always work from the top down, do not undermine large elements of the structure.</p>	M

Impact by Falling/flying objects	Workforce, public	H	<p>Information, instruction and training.</p> <p>Eye protection, gloves, helmet to be worn at all times.</p> <p>At all times works must be undertaken to prevent flying objects. Create secure work and exclusion zones to control works and areas.</p> <p>When prying off timber (such as door frames, skirting etc) never start at the centre of the item, start and one end and work along the length of the item, this prevents added forces being exerted into the item which will cause it to 'flick' up as the last fixing is dislodged.</p> <p>Avoid working directly overhead, utilises towers to ensure you can work safely away from items being removed.</p> <p>Ensure at all times the areas below when you are working are secure and access below is prevented.</p> <p>When using hammer type tools to impact other metal objects such as chisels, bucket pins etc., ensure you and those in the close vicinity wear eye protection.</p> <p>Communicate your tasks and risks to those around you.</p>	M
Contact with hazardous substances	Operatives	H	<p>Information, instruction and training.</p> <p>During manual demolition ensure you use the correct tools for the tasks, never use power tools when removing asbestos products. When changing attachments using spanners ensure correct gloves are worn to prevent contact with oils whether hot or cold.</p> <p>Do not pierce or puncture containers.</p>	M
Excessive/nuisance dust	Operatives, workforce, public	H	<p>Information, instruction and training.</p> <p>When carrying out manual work with tools, potentially dusty operations must be controlled with water mist sprays. Ensure when using brooms try to avoid 'flick up' with over exaggerated brush strokes. When shovelling potentially dusty items do not throw the load off the shovel, place it rather. Operative to be vigilant with regards sporadic dusts. Where high levels of dust are produced, and control measures do not prevent dust stop operations and seek advice from the site supervisor. Also, be vigilant on wind direction and where dust is being carried.</p>	M

ENVIRONMENTAL ASSESSMENT

Source/item	Impact rating H/M/L	Pathway	Receptor	Control	Residual rating H/M/L
Noise	M	Air	Localised public and workforce, flora, fauna, aquatic life	Limit working hours depending on location, ear protection for close proximity work. Frequent monitoring regime.	L
Dust	H	Air, water	Localised public and workforce, flora, fauna, aquatic life	Reduce dropping of materials, utilise fine water mist sprays to contain dust (caution with mist spray run off and contamination of ground/water courses)	M
Fuel/oil spills	H	Air, water	Localised public and workforce, flora, fauna, aquatic life, soil/ground	Utilise drip trays and spill kits efficiently. Clean up spills immediately, ensure defect hydraulic/fuel/oil hoses are replaced/repaired. Training.	M

SAFETY EQUIPMENT					
Safety helmet	X	Safety footwear (EN 345)	X	Hi-viz clothing	X
Gloves	X	Safety harness		Fall arrest lanyard	
Fall restraint lanyard		Overalls (flame retardant)		Overalls (disposable)	X
R.P.E (SR 100)	X	Goggles (EN 166 B)	X	Glasses (EN 166 F)	X
Ear defenders	X	Shaded cutting goggles		Face Shield	X

PROCEDURE

CHECKS:

Equipment,

- It must be good working order.
- Free from damage.
- The right tool for the job.
- Sharp.

Location,

- Good clear access and egress points.
- Ventilation.
- Plenty of light.
- No ground voids or fall/trip hazards.
- Other workers are aware of what you are doing and will not be put in danger and vice versa.

ACCESS:

Know the easiest way to and from your work area and familiarise yourself with emergency routes.

GENERAL OPERATION:

Only use the tool for its intended purpose.

Ensure the correct equipment is selected.

Give way to pedestrians at all times

NEVER use mobile phones whilst working.

NEVER exceed your personal capacity.

If in doubt, ask.

At the end of your shift ensure all tools are put away.

MAINTENANCE:

Keep tools clean and tidy.

Report any damage immediately and take out of use.

Tools with cutting edges must be kept sharp.

Strike tools (chisels etc.) must not be used if they have burred heads.

Do not throw tools down onto the floor.

Ensure all pivot pins and grips are in place.



SAFE OPERATING PROCEDURE

FOR

Hand Breakers / Impact Tools
110v, Compressed Air and Hydraulic



SAFE OPERATING PROCEDURE REFERENCE NUMBER			SOP 004
SAFE OPERATING PROCEDURE DEVELOPED BY			TIM WHITTLE
SAFE OPERATING PROCEDURE APPROVED BY			DEAN WRING
DATE	October 2022	REVIEW DATE	October 2024

ACTIVITY:

The safe use of handheld breakers within the working environment.

The term "handheld breakers" refers to a power assisted vibrating impact tool that operates via a trigger system causing a cutting edge or chisel to repeatedly impact a surface when under pressure (pressure coming from manual force)

AUTHORISATION:

No person is permitted or authorised to use these pieces of equipment unless they competent and in some cases trained to the appropriate level for the item or be under supervised training. Operatives must have knowledge of the item, its functions, limitations and emergency procedures and have had this document along with relevant site/task specific method statements and risk assessments communicated to them.

YOU ARE NOT PERMITTED TO USE THESE ITEMS WHILE UNDER THE INFLUENCE OF DRUGS OR ALCOHOL

RISK ASSESSMENT

HAZARD	WHO CAN BE HARMED AND HOW	RISK RATING H/M/L	MEASURES TO MINIMISE RISK	RESIDUAL RISK H/M/L
Incorrect Manual handling. Exceeding trigger times	Operative, White knuckle/finger. Musculoskeletal injury, broken bones	H	<p>Information, instruction and training.</p> <p>Select the correct tool for the task at hand. Ensure it is good condition and where needed, sharp.</p> <p>Wear appropriate PPE. Most importantly impact eye protection to EN166 B, Goggles not glasses.</p> <p>Be aware of others around you.</p> <p>When using any these tools ensure that your work area is clear and safe to work. Ensure you have a good solid floor space to stand and work from.</p> <p>When using tools avoid twisting the back while working, Follow the manual handling training. Avoid over work, allow the weight of the tool to produce the force required and do not overcompensate with muscle power. In saying this do not under compensate for the weight of the tool as this can cause the tool to slip.</p> <p>Follow user guide for each individual tool for the correct 'trigger time'. Do not exceed the exposure limits for the tool.</p>	M
Fire/explosion/ electrocution/electrical explosion	Operatives, workforce Burns, death	H	<p>Information, instruction and training.</p> <p>During works the greatest risk comes from contact with underground or live services. Ensure all services have been terminated and certified dead prior to works commencing. When digging C.A.T scans of the works area must have been carried out and confirmed to the operator. Do not use the tools near live services.</p> <p>Do not pierce any container, cable or pipe with hand breakers.</p>	M
Collision with other workers	Workforce, Broken bones, cuts, grazes, crush injuries, death	H	<p>Information, instruction and training.</p> <p>Check that work areas are segregated sufficiently and where required added controls such as tape warning barriers are in place.</p> <p>Prior to works commencing in a confined area ensure you make yourself aware of where other operatives are working and make them aware of what you are intending to do.</p> <p>Always work from the top down, do not undermine large elements of the structure.</p>	M
Impact by Falling/flying objects	Workforce, public Broken bones, cuts, grazes, crush injuries, death	H	<p>Information, instruction and training.</p> <p>Eye protection, EN 166 B Goggles not glasses. Wear safety helmets.</p> <p>At all times works must be undertaken to prevent flying objects. Create secure work and exclusion zones to control works and areas.</p> <p>Avoid working directly overhead, utilises towers to ensure you can work safely away from items being removed.</p> <p>Ensure at all times the areas below when you are working are secure and access below is prevented.</p> <p>Communicate your tasks and risks to those around you.</p>	M

Exposure to excess noise	Operatives, workforce, public	H	<p>Information, instruction and training.</p> <p>Wear ear defenders with an SNR enough to lower decibel level to acceptable level. See user guide for the tool. Consider the surrounding areas (noise will be louder in confined spaces and with metal clad walls). Limit working times near public areas.</p> <p>Communicate your tasks with others and ensure those around you are using ear protection.</p> <p>Ensure regular breaks are taken to limit exposure time.</p>	M
Excessive/nuisance dust	Operatives, workforce, public Respiratory injury	H	<p>Information, instruction and training.</p> <p>When carrying out manual work with tools, potentially dusty operations must be controlled with water mist sprays. Operative to be vigilant with regards sporadic dusts. Where high levels of dust are produced, and control measures do not prevent dust stop operations and seek advice from the site supervisor. Also, be vigilant on wind direction and where dust is being carried.</p> <p>If dust is expected operatives must wear Sundstrom Half Mask SR100 with a P3 filter.</p>	M
Exposure to high pressure air or hydraulic fluid	Operatives, workforce, public Injection injury, cuts, lacerations, death	H	<p>Information, instruction and training.</p> <p>Ensure all pipes and lines are in good order and that connectors are correctly tightened.</p> <p>Ensure whips are in use on compressor pipes and that pipes have not been used to transport water.</p> <p>Wear correct gloves and PPE when using the tools.</p> <p>NEVER ATTEMPT TO CLEAN DUST OF CLOTHING WITH HIGH PRESSURE COMPRESSED AIR</p>	M

ENVIRONMENTAL ASSESSMENT

Source/item	Impact rating H/M/L	Pathway	Receptor	Control	Residual rating H/M/L
Noise	M	Air	Localised public and workforce, flora, fauna, aquatic life	Limit working hours depending on location, ear protection for close proximity work. Frequent monitoring regime.	L
Dust	H	Air, water	Localised public and workforce, flora, fauna, aquatic life	Reduce dropping of materials, utilise fine water mist sprays to contain dust (caution with mist spray run off and contamination of ground/water courses)	M
Fuel/oil spills	H	Air, water	Localised public and workforce, flora, fauna, aquatic life, soil/ground	Utilise drip trays and spill kits efficiently. Clean up spills immediately, ensure defect hydraulic/fuel/oil hoses are replaced/repaired. Training.	M

SAFETY EQUIPMENT					
Safety helmet	X	Safety footwear (EN 345)	X	Hi-viz clothing	X
Gloves	X	Safety harness		Fall arrest lanyard	
Fall restraint lanyard		Overalls (flame retardant)		Overalls (disposable)	
R.P.E (SR 100)	X	Goggles (EN 166 B)	X	Glasses (EN 166 F)	
Ear defenders	X	Shaded cutting goggles		Face Shield	X

PROCEDURE

CHECKS:

Equipment,

- The items must have a valid P.A test and certificate for electrical items, hoses and pipes must be inspected correctly under PUWER.
- It must be good working order.
- All leads and plugs and connectors are free from damage.
- Whips must be in place and being used.
- The right tool for the job.
- Sharp.

Location,

- Good clear access and egress points.
- Ventilation.
- Plenty of light.
- No ground voids of fall/trip hazards.
- Other workers are aware of what you are doing and will not be put in danger and vice versa.

ACCESS:

- Know the easiest way to and from your work area and familiarise yourself with emergency routes.

GENERAL OPERATION:

Only use the tool for its intended purpose.

Ensure the correct equipment is selected.

Ensure generator packs, or compressors are situated on drip trays.

Ensure cables, pipes, hoses do no trip hazard to others, ideally kept above head high and off walkways.

Ensure whips are connected to all unions of hoses and tools when using compressed air tools.

Give way to pedestrians at all times

NEVER use mobile phones whilst working.

NEVER exceed your personal capacity.

NEVER exceed the designated trigger time for the tool.

If in doubt, ask.

At the end of your shift ensure all tools are put away.

Complete the hand arm vibration form attached



RISK ASSESSMENT OF EXPOSURE TO HAV
SITE PACK EXPOSURE FORM

Tool	Maximum Exposure for HAV's with no control measures <100pts	Maximum Exposure for HAV's with control measures <400pts	Maximum exposure at any one time for HAV's
Demolition operatives using Hilti hand breaker TE1000 AVR 14 ms	15 min	61 min	15 min

Operator Name	Date of exposure	Start Time	Finish Time	Total Exposure Minutes	Equipment in good working order and tools sharp	Check colourisation and sensation of hands

WGLHAVRA105 site pack exposure	Version 1	Date 27/04/18
Ref RA –		Page 1 of 1



RISK ASSESSMENT OF EXPOSURE TO HAV
SITE PACK EXPOSURE FORM

Tool	Maximum Exposure for HAV's with no control measures <100pts	Maximum Exposure for HAV's with control measures <400pts	Maximum exposure at any one time for HAV's
Demolition operatives using Hilti hand breaker TE1000 AVR 18 ms	9 min	37 min	9 min

Operator Name	Date of exposure	Start Time	Finish Time	Total Exposure Minutes	Equipment in good working order and tools sharp	Check colourisation and sensation of hands

WGLHAVRA105 site pack exposure	Version 1	Date 27/04/18
Ref RA –		Page 1 of 1



**SAFE OPERATING PROCEDURE
FOR**

MEWPS and MEWP BOOMS



SAFE OPERATING PROCEDURE REFERENCE NUMBER			SOP 006
SAFE OPERATING PROCEDURE DEVELOPED BY			TIM WHITTLE
SAFE OPERATING PROCEDURE APPROVED BY			DEAN WRING
DATE	October 2022	REVIEW DATE	October 2024

ACTIVITY:
 Accessing high level items with the use of a powered access platform either in the configuration of straight or articulated boom or scissor platform.
 These items are used to remove asbestos roofing sheets, carry out manual demolition works in localised areas where scaffolding is not appropriate or required, for vision purposes, for erecting wall/roof weather protection, hot cutting at high level.

AUTHORISATION:
 No person is permitted or authorised to operate this piece of equipment unless they are aged 18 or over, be competent and be trained to the appropriate level for the item or be under supervised training. Operatives must have knowledge of the item, its functions, limitations and emergency procedures and have had this document along with relevant site/task specific method statements and risk assessments communicated to them.
YOU ARE NOT PERMITTED TO OPERATE OR USE THIS EQUIPMENT WHILE UNDER THE INFLUENCE OF DRUGS OR ALCOHOL

RISK ASSESSMENT

HAZARD	WHO CAN BE HARMED AND HOW	RISK RATING H/M/L	MEASURES TO MINIMISE RISK	RESIDUAL RISK H/M/L
Overturn of plant	Operator, workforce, public. Serious injury, broken bones, death	H	<p>Check ground stability, check for any voids seen or unseen. Only work from a solid level surface. Do not move machinery while plant is elevated. If outriggers/stabilisers are installed on the machine, ensure they are deployed and used correctly and that where outriggers/stabilisers are positioned the ground is stable with no voids/soft ground/drains below</p> <p>Know and understand safe working loads of the individual piece of equipment and do not exceed it. Create safe working area and minimise authorised personnel to access the area. Be aware of maximum wind speed for operation and do not use in high winds. Avoid carrying any item which could create a 'sail' effect</p> <p>Communicate movements and working areas with other plant working in the same area. Where possible erect fix barriers to secure the work area, if this can not be done ensure a banks man or ground man is used to direct movements, ensure he/she is working from a safe location.</p>	M
Entrapment/crush in moving parts	Operator, workforce, public Serious injury, broken bones, death	H	<p>Ensure work areas are secure to prevent unauthorised persons approaching machine. Ensure all relevant guards are in place and secure. Communicate operations and movements with others who may be working near. Where working area is restricted ensure banks men are used to manage movements and operations. If using a banks man, they must only work from a safe location.</p>	M
Falls from height	Operator, workforce, public Serious injury, broken bones, death	H	<p>Operators to wear a suitable full body harness and fall restraint lanyard appropriate to the size of the man cage/basket of the machine.</p> <p>FALL ARREST LANYARD NOT TO BE USED IN MEWPS</p> <p>When operating any type of MEWP boom harnesses and lanyards must be used for ALL operations even if just moving the position of the unit at low levels. The work areas directly below the MEWPS must be secure to prevent access and items falling from height and impacting persons below.</p> <p>Tools must be tethered always when working from MEWPS</p>	M
Slips, trips	Operator, workforce, public Serious injury, broken bones, death	M	<p>Always clean the floor/deck of the MEWPS during operations to remove trip/slip hazards.</p> <p>Any spillage of fluids from the machine must be cleaned up immediately.</p> <p>Check that when machine is stopped and parked/left for a period, the access route to and from the machine is clear of slip/trip hazards.</p>	L
Manual handling	Operator, workforce, Serious injury, broken bones, musculoskeletal injury	H	<p>The machine must be set up correctly to reduce the need for overreaching/stretching and cramped operation against roof structures to prevent hunched over works.</p> <p>Ensure lifting operations follow manual handling training, use the same principals from a MEWP as you would at ground level. Heavy items must be lifted by mechanical aids or utilising tandem lifting techniques.</p> <p>Use the correct tools for the project at hand.</p> <p>When loading/unloading tools/equipment/materials ensure that you do not over stretch, lift something too heavy or allow items to fall on you. Utilises mechanical lifting aids or tandem lifting techniques.</p>	M

Fire	Operator, workforce, public Serious injury, burns, scalds, death	M	<p>When Hot Cutting from a MEWP, check that all combustible materials have been removed from within the MEWP, blow and around the cutting area. Check the projected direction of sparks when cutting and ensure the sparks are not being projected towards combustible/flammable materials or the public.</p> <p>Before works commence check the machine being used does not have any fuel/oil leaks which could ignite if a spark was to come into contact with it.</p> <p>If using an Oxy-Propane cutting set from a Scissor MEWP, ensure the bottles are well strapped within the cage opposite the exit ladder and that the gages have sufficient protection to prevent gages getting 'knocked off'. Keep all hoses neatly wrapped when not in use and not just laid in the floor area of the MEWP.</p> <p>When cutting from a MEWP boom hoses must be tethered sufficiently to prevent the gun/torch being pulled out of the basket, bottles must be securely fastened to prevent them being pulled over. At least one wrap of Hose must be kept around bottle or secure point to prevent the gages being snapped off.</p>	L
Collision with pedestrians/plant/buildings/structure	Operator, workforce, public Serious injury, broken bones, death	H	Ensure work area is secure, effective communication with other workers near by is essential. Where work area is restricted utilise banks man assistance.	M
Equipment failure	Operator, workforce, public Serious injury, broken bones, death	M	Follow maintenance regime, check inspection certificates are in date prior to operation. Report any defects found immediately and do not use the item until repairs or replacement has been arranged.	L
Impact by Falling/flying objects	Operator, workforce, public Serious injury, broken bones, death	M	Secure work area. Tether all tools. When materials need to be dropped ensure a suitable drop zone is created and communicated to others prior to works commencing. Be aware of those working around to and do not allow materials to be projected in their direction.	L
Contact with hazardous substances	Operator, Skin damage	M	<p>When refuelling or carrying out maintenance on machinery wear gloves with suitable protection against oils and fuels.</p> <p>High pressure hydraulic oil leaks can penetrate bare skin and cause severe injury, if a high-pressure leak should occur immediately turn off the machine and do not approach leak until pressurised leak flow stops.</p>	L
Excessive/nuisance noise	Operator, workforce, public Injury to hearing	M	Consider working hours in built up populated areas. Where noisy operations are to be undertake ensure correct ear protection is used and periodic breaks in noisy activities. If working near public areas follow specific risk assessments and ensure controls are in place (possibly acoustic screening).	L
Excessive/nuisance dust	Operator, workforce, public Respiratory system damage, eye injury	M	<p>Information, instruction and training.</p> <p>Loads are not to be dropped from high level, place items rather than drop. Potentially dusty operations must be controlled with water mist sprays. Operator to be vigilant with regards sporadic dusts. Where high levels of dust are produced, and control measures do not prevent dust stop operations and seek advice from the site supervisor. Also, be vigilant on wind direction and where dust is being carried.</p>	L

ENVIRONMENTAL ASSESSMENT					
Source/item	Impact rating H/M/L	Pathway	Receptor	Control	Residual rating H/M/L
Noise	M	AIR	Localised public and workforce, flora, fauna, aquatic life	Limit working hours depending on location, ear protection for close proximity work. Utilise acoustic screening. Frequent monitoring regime.	L
Dust	H	AIR, WATER	Localised public and workforce, flora, fauna, aquatic life	Reduce dropping of materials, utilise fine water mist sprays to contain dust (caution with mist spray run off and contamination of ground/water courses)	M
Fumes	H	AIR	Localised public and workforce, flora, fauna, aquatic life	Minimise usage of equipment, ensure a rigorous maintenance regime is in place and followed. Where appropriate fit C.A.T to exhaust. For internal works where possible use battery operated equipment. Do not allow equipment to sit idling, turn off engine when not in use.	M
Fuel/oil spills	H	AIR, WATER, GROUND	Localised public and workforce, flora, fauna, aquatic life, soil/ground	Utilise drip trays and spill kits efficiently. Clean up spills immediately, ensure defect hydraulic/fuel/oil hoses are replaced/repaired. Training.	M
Fuel usage	H	AIR, WATER, GROUND	Localised public and workforce, flora, fauna, aquatic life, soil/ground	Minimise usage of equipment, ensure a rigorous maintenance regime is in place and followed. Where appropriate fit C.A.T to exhaust. For internal works, where possible use battery operated equipment. Do not allow equipment to sit idling, turn off engine when not in use.	M

SAFETY EQUIPMENT					
Safety helmet	X	Safety footwear (EN 345)	X	Hi-viz clothing	X
Gloves	X	Safety harness for MEWP booms not scissors	X	Fall arrest lanyard	
Fall restraint lanyard for MEWP booms not scissors	X	Overalls (flame retardant)		Overalls (disposable)	X
R.P.E SR 100 (task specific)	X	Goggles EN166B (task specific)	X	Glasses (EN 166 F)	
Ear defenders (task specific)	X	Shaded cutting goggles		Face shield	

PROCEDURE

CHECKS:

Check that the relevant inspection certificate is in place, in date and for the piece of equipment you have.

Check ground conditions are firm, level and void free.

Check for overhead power lines.

Check you have the correct training, information, instruction and supervision.

Check you understand what is required of you for the task at hand.

Check you have communicated your intentions to other relevant persons.

ACCESS:

Proceed with caution to machine. Use designated walkways where possible. Be aware of moving vehicles and mobile plant

ALWAYS face the machine and use the handholds provided when mounting or dismounting. Maintain 3-point contact.

Surfaces may be slippery – take great care when mounting or dismounting.

NEVER Jump on or off equipment

ALWAYS Keep your machine clean and tidy.

TRAVELLING:

Stop and remove all objects in your path where safe to do so, never drive over them.

Always travel at a speed that is safe, observing the type of load and the ground surface conditions. All sites have a maximum speed limit of 5 mph or walking pace if there is no speedometer.

Before moving off always double check that it is safe to do so, having made all round observation for pedestrians or other obstacles.

Always slow down when approaching corners, parked vehicles, doorways etc. and sound your horn and be prepared to stop (a few short blasts attracts the most attention).

Always ensure that you stay within the confines of the cage or basket during operations

Never approach any pedestrian or allow them to approach you. Stop work if they do.

Never drive directly up to anyone, your brakes may fail.

Never drive blindly if a load obscures your vision travel in reverse.

Never drive onto the bed of a vehicle without management authorisation. There must be evidence that the vehicle will take the weight of the excavator, if you do, always inform the vehicle driver of your intentions make certain that the hand brake is on, the engine is switched off, the key is removed.

GENERAL OPERATION:

Only use the MEWP for its intended purpose.

Ensure the correct gear is selected for the required direction of travel.

Give way to pedestrians at all times

NEVER use mobile phones whilst operating or driving the MEWP. Vehicle must be parked before using the phone.

NEVER exceed the Safe Working Load capacity of the equipment



SAFE OPERATING PROCEDURE and ABRASIVE WHEELS POWER POINT

FOR

Petrol Disc Cutter (Quick Cut)



SAFE OPERATING PROCEDURE REFERENCE NUMBER			SOP 011
SAFE OPERATING PROCEDURE DEVELOPED BY			TIM WHITTLE
SAFE OPERATING PROCEDURE APPROVED BY			DEAN WRING
DATE	October 2022	REVIEW DATE	October 2024
ACTIVITY: The safe use of petrol powered disc cutters or 'quick cuts' to cut metal and concrete/masonry in compliance with PUWER, Control of Noise Regulations 2005, Control of Vibration Regulations 2005, PPE Regulations 2002, DSEAR (The Petroleum (Consolidation) Regulations 2014.			
VIBRATION: left/right m/s 3.9/3.9			
AUTHORISATION: No person is permitted or authorised to use these pieces of equipment unless they competent and in some cases trained to the appropriate level for the item or be under supervised training. Operatives must have knowledge of the item, its functions, limitations and emergency procedures and have had this document along with relevant site/task specific method statements and risk assessments communicated to them. YOU ARE NOT PERMITTED TO USE THESE ITEMS WHILE UNDER THE INFLUENCE OF DRUGS OR ALCOHOL			

RISK ASSESSMENT

HAZARD	WHO CAN BE HARMED AND HOW	RISK RATING H/M/L	MEASURES TO MINIMISE RISK	RESIDUAL RISK H/M/L
Incorrect Manual handling	Operative, workforce Musculoskeletal injury, broken bones	H	<p>Information, instruction and training.</p> <p>Select the correct tool for the task at hand. Ensure it is good condition.</p> <p style="color: red;">Wear appropriate PPE. EN166 B grade goggles must be used when operating a disc cutter. Glasses are not to be worn. Ear defenders with a minimum SNR of 32 must be worn</p> <p>Be aware of others around you.</p> <p>When using any type of disc cutter ensure that your work area is clear and safe to work. Ensure you have a good solid floor space to stand and work from.</p> <p>When using disc cutters and other heavy petrol-powered saws avoid twisting the back while working, lift with the knees not with the lower back. Follow the manual handling training. Avoid over work, allow the weight of the saw to produce the force required and do not over compensate with muscle power. Check that you are standing in a solid position so if the saw slips you will not jar your leg, back and arm muscles.</p> <p>When cutting at ground level keep aware of your cutting position. Avoid where possible stooping for long periods.</p>	M
Fire/explosion/ electrocution/electrical explosion	Operatives, workforce Burns, scalds, death.	H	<p>During works the greatest risk comes from contact with underground or live services. Ensure all services have been terminated and certified dead prior to works commencing. When digging C.A.T scans of the works area must have been carried out and confirmed to the operator. Do not cut near live services unless a specific plan has been created, a hot work permit system must be used.</p> <p>When carrying out cutting works do not cut any cables unless they have been confirmed and proved dead and you are instructed to carry out the works by a supervisor.</p> <p>Do not cut any container with hand tools.</p> <p>Following DSEAR- only small amounts of mixed petrol/oil to be stored / used on site, Refuel the disc cutter away from the work area in a ventilated location on a drip tray. Ensure spilled fuel is cleaned up straight away. Ensure the fuel cap is correctly fitted and tight. Roll the disc cutter from side to side to ensure there are no leaks.</p> <p>When cutting check, the projection of sparks, ensure sparks are not landing on fuel or combustible material.</p>	M
Sparks impacting other workers or public	Workforce, public. Burns, scalds, death, blindness.	H	<p>Check that work areas are segregated sufficiently and where required added controls such as screens, warning tape, barriers are in place. Prior to works commencing in a confined area ensure you make yourself aware of where other operatives are working and make them aware of what you are intending to do.</p> <p>Check the projection of sparks created and do not allow sparks to land near other workers or into public areas.</p>	M
Impact by Falling/flying objects/ sparks	Workforce, public	H	<p>Eye protection (EN166 B), gloves, helmet to be worn at all times. At all times works must be undertaken to prevent flying objects such as sparks. Create secure work and exclusion zones to control works and areas. Avoid working directly overhead, utilise towers to ensure you can work safely away from items being cut. Ensure at all times the areas below when you are working are secure and access below is prevented. Check cutting discs are in date, free from damage, oil and water stains. Ensure diamond blades are fitted with the arrow on the disc facing the direction of spin. Adjust guards correctly before starting saw and cutting.</p> <p>Ensure items being cut are secure to prevent them flying out if the saw 'snaggs' on the item.</p> <p>Communicate your tasks and risks to those around you.</p>	M

Cuts/lacerations from contact with blade	Operator	H	<p>Never operate the saw with shorts on, always wear thick trousers and safety footwear. Do not walk around with saw running, if small adjustments in position are required hold saw by both the top handle and trigger grip with the blade facing downwards away from you. Never run with a saw.</p> <p>Starting of the saw must be as specified in the user manual. The saw must be placed on a hard level surface, one foot placed on the lower section of the trigger grip and one hand pressing down on the top grip. In one steady movement with the saw secured by your foot and hand pull the pull cord to start. Never hold the saw at waist height and push the saw away from you while pulling the pull cord. This can cause the saw to pivot and the blade to come in contact with your legs.</p>	
Contact with hazardous substances	Operatives	H	<p>During manual demolition ensure you use the correct tools for the tasks, never use power tools when removing asbestos products.</p> <p>Do not pierce or puncture containers.</p>	M
Excessive/nuisance dust	Operatives, workforce, public	H	<p>When carrying out cutting work, potentially dusty operations must be controlled with water mist sprays. Operative to be vigilant with regards sporadic dusts. Where high levels of dust are produced, and control measures do not prevent dust stop operations and seek advice from the site supervisor. Also, be vigilant on wind direction and where dust is being carried.</p>	M

ENVIRONMENTAL ASSESSMENT

Source/item	Impact rating H/M/L	Pathway	Receptor	Control	Residual rating H/M/L
Noise	M	Air	Localised public and workforce, flora, fauna, aquatic life	Limit working hours depending on location, ear protection for close proximity work. Frequent monitoring regime.	L
Dust	H	Air, water	Localised public and workforce, flora, fauna, aquatic life	Utilise fine water mist sprays to contain dust (caution with mist spray run off and contamination of ground/water courses)	M
Fuel/oil spills	H	Air, water	Localised public and workforce, flora, fauna, aquatic life, soil/ground	<p>Utilise drip trays and spill kits efficiently. Clean up spills immediately, ensure defect hydraulic/fuel/oil hoses are replaced/repaired.</p> <p>Do not leave the saw idling. Start and stop the saw when required to conserve fuel.</p> <p>Training.</p>	M

SAFETY EQUIPMENT

Safety helmet	X	Safety footwear (EN 345)	X	Hi-viz clothing	X
Gloves	X	Safety harness		Fall arrest lanyard	
Fall restraint lanyard		Overalls (flame retardant)		Overalls (disposable)	
R.P.E (SR 100)	X	Goggles (EN 166 B)	X	Glasses (EN 166 F)	
Ear defenders	X	Shaded cutting goggles		Face Shield	X

PROCEDURE

CHECKS:

Equipment,

- It must be good working order with PUWER sheet completed.
- Free from damage.
- The right tool for the job.
- Full of the correct fuel and oil mix.
- The disc must be in date, free from cracks, oil and water staining.

Location,

- Good clear access and egress points.
- Ventilation.
- Plenty of light.
- No ground voids of fall/trip hazards.
- Other workers are aware of what you are doing and will not be put in danger and vice versa.

ACCESS:

Know the easiest way to and from your work area and familiarise yourself with emergency routes. Do not walk to the work area with the saw running. Only start the saw when you have accessed the work area and are ready to start cutting.

GENERAL OPERATION:

- Only use the tool for its intended purpose.
- Ensure the correct equipment is selected.
- Give way to pedestrians always
- NEVER use mobile phones whilst working.
- NEVER exceed your personal capacity.
- If in doubt, ask.
- Cut with your feet slightly apart, do not project sparks against your legs or body.
- Do not cut close to your feet.
- Do not hit a spinning blade into the work piece, place it gently against the piece and allow the weight of the saw to make the cut.
- At the end of your shift ensure all tools are put away.

MAINTENANCE:

- Keep tools clean and tidy.
- Report any damage immediately and take out of use.
- Do not throw tools down onto the floor.
- Ensure all grips are in place.
- Do not tamper with the saw, return to the correct mechanic for regular maintenance and repairs.

OTHER CONSIDERATION

Always consider other personnel especially those that may be hidden out of site.

Sparks generated from cutting steel can cause damage to glass, paintwork and plastic. Ensure sparks are not projected onto these items.

Abrasive Wheels Setters

Presented by **Tim Whittle**

Aims

- Provide information and practical instruction to delegates to comply with the requirements of the relevant legislation relating to the safe “use” of abrasive wheels on Petrol powered disc cutters, 9 & 5 in angle grinders.



Objectives

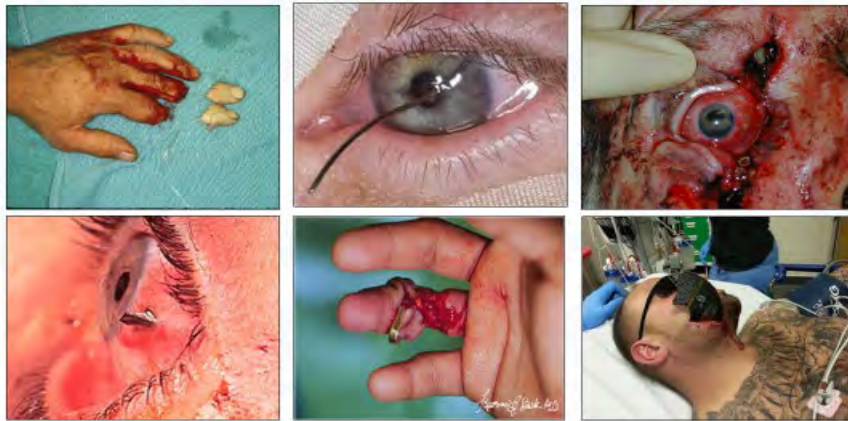
By the end of the session trainees will be able to:

- Identify abrasive wheel hazards
- Develop understanding of the EN12413 marking scheme
- Apply correct storage methods
- Select the appropriate wheels (discs)
- Inspect the wheels for damage
- Explain the functions of flanges

Objectives

- Explain the need to select the correct RPM
- Correctly mount abrasive wheels
- Guards and adjustment
- Select and use suitable PPE
- Demonstrate an awareness of HS(G)17

To prevent this.....



Health and Safety at Work Act 1974 EMPLOYEES DUTIES

Section 7

Duty of the Employee

Every employee shall take *reasonable care* for the health and safety to *himself and others* who may be affected by his acts or omissions.

Every employee shall cooperate with his employer to enable him to carry out his lawful duties

Health and Safety at Work Act 1974 EMPLOYERS DUTIES

So far as is reasonably practicable the EMPLOYER must provide:

- Safe plant, work equipment and systems of work
- Safe use of articles and substances
- Information, instruction, training and supervision
- Safe place of work
- Safe working environment

Health and Safety at Work Act 1974 EMPLOYEES DUTIES

SECTION 8

Duty not to interfere

No one shall *recklessly* interfere with or *misuse* anything provided in the interest of health, safety or welfare.

This duty extends to non employees also.

Hazards when using abrasive wheels

- Flying particles
- Sources of ignition
- Dust
- Noise
- Vibration
- Imbalance
- Faulty parts
- Wheel abuse
- Improper mounting
- Inadequate guards
- Entanglement
- Ground conditions
- Insufficient power
- Improper storage
- Incorrect wheel
- Horse play

Injury suffered due to various breaches of safety



Operator Error?

Why?

- Guard removed
- Wrong wheel
- Over speeding
- Over sized wheel

Was he asked to do it?

Was he under pressure?

Was he trained?

Did he fit the wheel?

Wheels you will require.

- Aluminium Oxide for cutting metal
- Silicon Carbide for cutting concrete
- Diamond Blade for cutting concrete/brick
- Many other discs are available, however these are the only wheels you will require during your day to day activities with Wring Group.

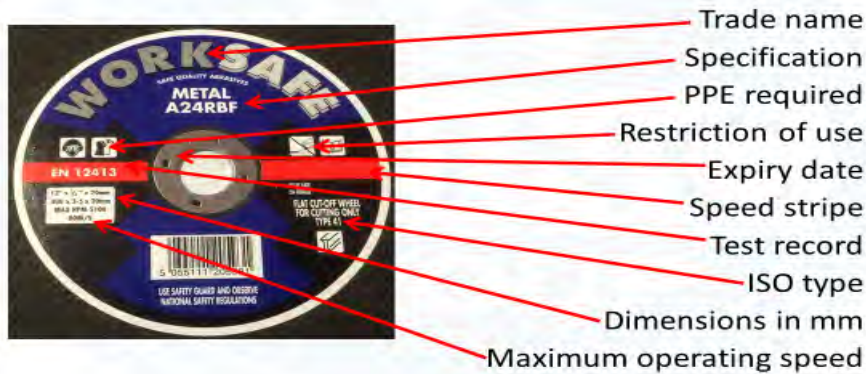
Six Wheel Checks

- Correct wheel for task required
- In date
- It is not cracked or damaged
- It is not wet/has no oil/mud marks on it
- Has a speed the same or greater than the max rpm of the machine
- Has the correct bore size

For Diamond Blades

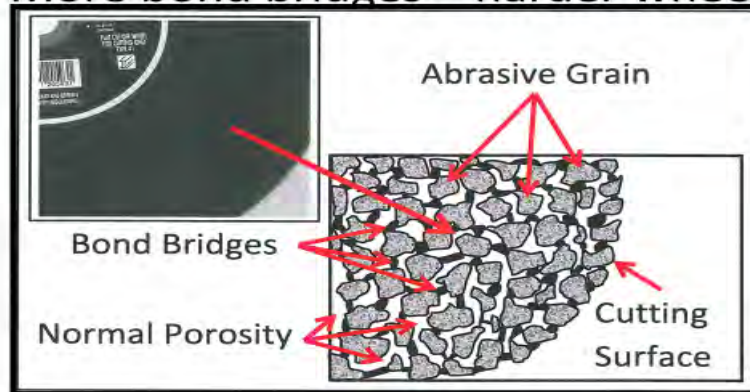
- The directional arrow is pointing the right way

Abrasive wheel marking system



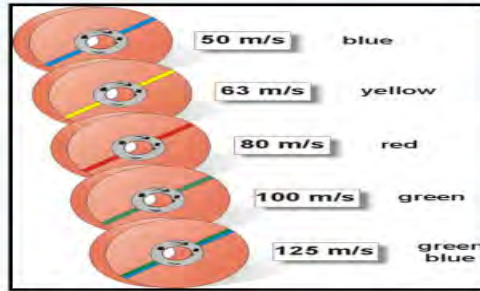
Grade & Structure

More bond bridges = harder wheel



Speed Stripes

These are marked on wheels rated at 50m/s and above



International Marking System



Nature of Abrasive	Grain Size	Grade	Nature of Bond
A C	30 24	R R	BF BF
A-Aluminium Oxide C-Silicon Carbide Aluminium Oxide cuts Metal. Silicon Carbide cuts concrete/stone	Ranges from 8-600. The higher the number the finer the grain	Hardness of the wheel (A-Z) A = Softest Z = Hardest	There are a number of different bonds available, only BF is allowed on hand held Machines. Resinoid Reinforced
<p>ABRASIVE WHEEL MARKING SYSTEM</p> <p>THIS IS THE INTERNATIONAL MARKING SYSTEM FOR ALL WHEELS (DISCS)</p>			

Matching The Wheel to The Machine



The speed marked on the wheel (disc) shown above must not be less than the max rpm of the machine. It can be the same rpm or a greater rpm.

For instance this wheels max rpm is 6650 and the machines max rpm is 4700

Guards

It is a legal requirement that all machinery is suitably guarded

Can you identify all the guards on the following machines and how specific guards should be adjusted?

Personal Protective Equipment (PPE)

It is important to wear the correct PPE

- Eye protection – Goggles not glasses to EN166 cat B
- Ear protection at the relevant rating to the machine and surrounding environment
- R.P.E correct filters depending on what and where you are cutting
- Suitable tight fitting gloves

Points you must check

- You have selected the right wheel for the task required.
- The wheel is not damaged.
- The RPM of the wheel is not less than the RPM of the machine.
- The wheel is in date.
- The guards are in place and adjusted correctly.
- You are wearing the correct PPE.



SAFE OPERATING PROCEDURE

FOR

Aluminium Scaffold Towers / Podiums



SAFE OPERATING PROCEDURE REFERENCE NUMBER			SOP 025
SAFE OPERATING PROCEDURE DEVELOPED BY			TIM WHITTLE
SAFE OPERATING PROCEDURE APPROVED BY			D WRING
DATE	October 2022	REVIEW DATE	October 2024

ACTIVITY:

The erection and use of aluminium scaffold towers for access to high areas. This piece of equipment allows safe access to carry out works for longer periods at high levels.

AUTHORISATION:

No person is permitted or authorised to operate this piece of equipment unless they are aged 18 or over, be competent and be trained to the appropriate level for the item or be under supervised training. Operatives must have knowledge of the equipment, its functions, limitations and emergency procedures and have had this document along with relevant site/task specific method statements and risk assessments communicated to them.

YOU ARE NOT PERMITTED TO OPERATE OR USE THIS EQUIPMENT WHILE UNDER THE INFLUENCE OF DRUGS OR ALCOHOL

RISK ASSESSMENT

HAZARD	WHO CAN BE HARMED AND HOW	RISK RATING H/M/L	MEASURES TO MINIMISE RISK	RESIDUAL RISK H/M/L
Collapse/fall of tower	Operatives, workforce, public	H	<p>Information, instruction and training.</p> <p>Ensure work area is secure and well segregated. Check ground conditions prior to placing and erecting the tower. When working on concrete reinforced floors ensure correct floor loadings are suitable for weight of tower plus materials and persons being used or that appropriate prop work has been installed. Check timber floors are sound and free of 'rotten' spots.</p> <p>Ensure tower is erected as per user manual.</p> <p>Do not use aluminium towers as ladder support or propping.</p> <p>Do not climb up the outside of the tower, only use the integrated ladder and climb the inside of the tower.</p> <p>Do not drop items close to the tower, items may strike tower and cause the tower to become unstable.</p> <p>Do not use damaged sections or tubes to build the tower as this can cause weak areas.</p> <p>Ensure tower is erected upright and level at all times.</p> <p>Where required as per user manual ensure outriggers are used.</p>	M
Falls from height	Operative, workforce, public	H	<p>Information, instruction and training.</p> <p>Ensure the tower is the correct size for the task required</p> <p>Ensure the ground where the tower is to be placed is solid and level</p> <p>Ensure all the sections and elements of the tower are present</p> <p>Ensure the tower is erected as per the user manual for the type of tower supplied</p> <p>Ensure the feet or wheels are all making contact with the ground and all are level</p> <p>The tower must be signed off by a PASMA trained individual before the tower is used</p> <p>Only access the tower by the integrated ladder</p> <p>Never climb the outside of the tower</p> <p>When working from the tower, do not lean over the handrails, avoid dropping items which may impact the tower.</p> <p>Ensure there is an exclusion zone around the work area to prevent unauthorised access</p> <p>Never move a tower while persons are on the tower</p> <p>Do not 'scoot' the tower while working on it i.e while you are on the top lift do not pull yourself around on over head items to move the tower</p>	M
Slips, trips	Operative, workforce	H	<p>Information, instruction and training.</p> <p>Ensure work area is kept clean and access routes are tidy.</p> <p>Ensure the decks on the tower are kept clean and free from obstruction</p> <p>Any spills of any kind onto the tower decks must be cleaned up immediately</p> <p>Avoid hanging cables by fixing above head height and away from walkways</p> <p>Ensure footwear is in good order and laces are tied correctly</p>	M

Incorrect Manual handling	Operative Musculoskeletal injury, broken bones	M	Information, instruction and training. Use correct lifting techniques when erecting the tower. Utilise tandem lifting where necessary Never attempt to move the tower with people tool equipment or materials on the decks. Use correct push/pull motions to move the tower ensuring twist is avoided	L
electrocution/electrical explosion	Operator, workforce	H	Information, instruction and training. During works the greatest risk comes from contact with LIVE overhead live services. Ensure all services have been terminated and certified dead prior to works commencing. Keep tower the required distance from overhead power lines as electric can ark to the tower	M
Equipment failure	Workforce, public	M	Information, instruction and training. Prestart checks must be carried out on equipment prior to use. Ensure an in-date inspection certificate is available for the tower. Defect logs must be completed, and defects reported immediately. Once defects have been identified equipment must not be used until the defect is corrected.	L
Impact by Falling/flying objects	Workforce, public	H	Information, instruction and training. Eye protection, gloves, helmet to be worn at all times. At all times works must be undertaken to prevent flying objects. Create secure work and exclusion zones to control works and areas. When prying off timber (such as door frames, skirting etc) never start at the centre of the item, start and one end and work along the length of the item, this prevents added forces being exerted into the item which will cause it to 'flick' up as the last fixing is dislodged. Avoid working directly overhead, utilises towers to ensure you can work safely away from items being removed. Ensure at all times the areas below when you are working are secure and access below is prevented. When using hammer type tools to impact other metal objects such as chisels, bucket pins etc., ensure you and those in the close vicinity wear eye protection. Communicate your tasks and risks to those around you.	M

SAFETY EQUIPMENT					
Safety helmet	X	Safety footwear (EN 345)	X	Hi-viz clothing	X
Gloves	X	Safety harness		Fall arrest lanyard	
Fall restraint lanyard		Overalls (flame retardant)		Overalls (disposable)	
R.P.E (SR 100)		Goggles (EN 166 B)		Glasses (EN 166 F)	
Ear defenders		Shaded cutting goggles		Face Shield	

PROCEDURE

Tower scaffolds are widely used and are involved in numerous accidents each year. These usually happen because the tower is not properly erected or used. Aluminium towers are light and can easily overturn. Towers rely on all the parts being in place to ensure adequate strength. They can collapse if sections are left out.

CHECKS:

- Check that the RAMs stipulate the use of a scaffold tower
- Check user manual is available for the specific tower being used
- Check that the tower is the correct size for the task required
- Check that you or a nominated person on site has PASMA training to sign tower off before it is used.
- Check that there are no power lines or other overhead obstructions
- Check that the ground is firm and level with no voids

Erecting

The manufacturer or supplier should provide an adequate instruction manual which should give advice on the erection sequence and bracing requirements. If the tower has been hired, the hirer should provide this information. This information should be passed on to the erector.

The mixing of different components from different manufactures is not allowed.

The person erecting the tower should be competent.

Stability

Make sure the tower / podium is resting on firm level ground with the wheels or feet properly supported.

Do not use bricks or building blocks to take the weight of any part of the tower.

The taller the tower, the more likely it is to become unstable.

The height of the working platform should be no more than three times the minimum base dimension; therefore, if the tower base is 2 m by 3 m, the maximum height would be 6 m.

Always check the safe height to base ratio in the instruction manual.

Remember, the stability of any tower will be affected if it is:

- sheeted and/or likely to be exposed to strong winds;
- loaded with heavy equipment or materials;
- used to hoist heavy materials or support rubbish chutes;
- used for operations involving heavy or awkward equipment;
- climbed from the outside;
- used as a support for ladders.

Access

NEVER ACCESS A PARTIALLY COMPLETE TOWER TO WORK

ENSURE THYE TOWER HAS BEEN ERECTED CORRECTLY COMPLYING WITH USER MANAUAL AND THAT TOWER HAS BEEN SIGNED OFF BEFORE ACCESSING THE TOWER TO WORK

There must be a safe way to get to and from the work platform.

Only use the integrated ladder to climb the tower from THE INSIDE only

Never climb the outside of the tower

Moving the tower

When moving a tower:

- Check that there are no power lines or other overhead obstructions;
- Check that the ground is firm and level;
- Push or pull only from the base - never use powered vehicles;
- Never move it while there are people or materials on the upper platforms;
- Never move it in windy conditions.

Protecting the public

When towers are used in public places, extra precautions may be needed:

- Minimise the storage of materials and equipment on the working platform;
- Erect barriers at ground level to prevent people from walking into the tower or work area;
- Remove or board over access ladders to prevent unauthorised access if it is to remain in position unattended.
- Designated Banksman to assist with operations.

MAINTENANCE:

Keep tower clean and tidy.

Maintain anti-slip protection.

Always use appropriate PPE when handling tower especially gloves as the aluminum section can have some sharp fragments from storage which can cause cuts.

Clear up any oil/fuel/substance spills on decks using granules available, any large oil spills report immediately.

Monitor the performance of the equipment and report any faults that develop

Never allow any person to climb the outside of the tower for ANY REASON

Always clean the tower before storage, store in a safe location ensuring all elements of the tower are present and, in an area, where they cannot be damaged/lost.

OTHER CONSIDERATION

Always consider other plant working around you and personnel especially those that may be hidden out of site.

Do not drop items close to the tower as the sections can be bent and damaged easily, items impacting the tower can also cause the tower to become unstable.

EMERGENCY

In the event of an emergency/incident contact your Site Manager/Supervisor and inform them of the situation IMMEDIATELY.

CONFIRMATION OF COMMUNICATION SHEET

REMEMBER SAFE OPERATING PROCEDURES ARE THIER ENSURE YOUR SAFETY AND THAT OF OTHERS AND MUST BE FOLLOWED!!

IF IN DOUBT ASK - DO NOT TAKE RISKS!!



SAFE OPERATING PROCEDURE
FOR

Collecting of SHARPS
(Drug Paraphernalia or Medical Equipment)



SAFE OPERATING PROCEDURE REFERENCE NUMBER			SOP 029
SAFE OPERATING PROCEDURE DEVELOPED BY			TAYLER STEPHENSON
SAFE OPERATING PROCEDURE APPROVED BY			DEAN WRING
DATE	OCTOBER 2022	REVIEW DATE	OCTOBER 2024

ACTIVITY:

Identify, collect and dispose of SHARP items and do in a safe manner protecting yourself, colleagues and the general public. All material is to be disposed in a suitable and safe location. All required PPE and RPE to be worn at all times when handling materials.

AUTHORISATION:

No person is permitted or authorised to carry out this operation unless they are competent and, in some cases, trained to the appropriate level or be under supervised training. Operatives must have knowledge of the system, its functions, limitations and emergency procedures and have had this document along with relevant site/task specific method statements and risk assessments communicated to them.

YOU ARE NOT PERMITTED TO CARRY OUT THIS TYPE OF WORK WHILE UNDER THE INFLUENCE OF DRUGS OR ALCOHOL

RISK ASSESSMENT

HAZARD	WHO CAN BE HARMED AND HOW	RISK RATING H/M/L	MEASURES TO MINIMISE RISK	RESIDUAL RISK H/M/L
Coming into contact with SHARPS.	<p style="text-align: center;">Operative</p> <p style="text-align: center;">Identify visual location of sharps</p> <p style="text-align: center;">Puncture Wound</p> <p style="text-align: center;">Blood borne disease</p> <p style="text-align: center;"><i>Hep C</i></p> <p style="text-align: center;"><i>Hep B</i></p> <p style="text-align: center;"><i>HIV</i></p> <p style="text-align: center;"><i>AIDS</i></p> <p style="text-align: center;"><i>Serious Illness</i></p>	H	<p>Information, instruction and training.</p> <p>Identify all sharps visually before commencing the collection operation. Search the allocated area visually and locate any sharps/paraphernalia or drug leftovers. All is to be disposed of in the sharps box.</p> <p>Always use the correct PPE (Puncture repellent gloves, Safety boots).</p> <p>NEVER pick up SHARPS with naked or exposed skin.</p> <p>Before commencement of operation, visually check the primary and surrounding areas and locate any SHARPS required of disposal.</p> <p>Always use a SHARPS box and a SHARPS collector to handle and store the material.</p> <p>Ensure all safety measures are in place when handling sharp items that could infect or potentially hurt someone.</p> <p>Always follow the correct handling and disposal procedures highlighted when commencing the collection and disposal of all SHARP items.</p>	M
Blood Borne Diseases	<p style="text-align: center;">Operative</p> <p style="text-align: center;">Blood Borne Diseases</p> <p style="text-align: center;"><i>Hep C</i></p> <p style="text-align: center;"><i>Hep B</i></p> <p style="text-align: center;"><i>HIV</i></p> <p style="text-align: center;"><i>AIDS</i></p> <p style="text-align: center;"><i>Serious Illness</i></p>	H	<p>Information, instruction and training.</p> <p>Ensure all PPE required is worn at all times, this includes puncture proof gloves and protective footwear.</p> <p>If you suffer an injury from a sharp do the following listed below:</p> <ul style="list-style-type: none"> • Encourage the wound to gently bleed, ideally under running water • Wash the wound using running water and plenty of soap • Don't scrub the wound whilst you are washing it • Don't suck the wound • Dry the wound and cover it with a waterproof plaster or dressing • Seek urgent medical advice. • Report the injury to your employer. <p>A sharp can cause any type of blood borne disease listed but if the necessary actions are followed then this can be handled and minimised in its entirety by being aware and vigilant.</p> <p>Further information upon blood borne diseases can be found on one of the below:</p> <ul style="list-style-type: none"> - The health and Safety Act 19974 - The Management of Health and Safety Regulations 1999. 	M
Contact with hazardous substances	<p style="text-align: center;">Operatives</p> <p style="text-align: center;">SHARPS</p> <p style="text-align: center;">Health issues</p> <p style="text-align: center;">Serious Illness</p> <p style="text-align: center;">Burns</p>	H	<p>Information, instruction and training.</p> <p>When carrying out SHARP collecting operations check the materials you are collecting just in case an unknown substance has been damaged during the demolition sequence. Do not blindly grab/handle containers or liquids. Correct PPE must be used.</p> <p>Inform your supervisor of the substance and follow safe procedures for collecting and securing the substance. This including the correct PPE and a SHARPS box for disposal.</p> <p>Do not pierce or puncture containers.</p> <p>If uncertain about any material or substance, then always approach it with the upmost caution and treat it with 'worst case scenario' in mind.</p>	M

			<p>The health complications that could arise from being pricked or snagged by instruments used to take drugs can be severely damaging. This could result in any of the above listed blood borne diseases.</p> <p>Coming into contact with some of the potentially harmful chemicals can cause serious burns or infections on the skin. This is why PPE is mandatory to minimise the risk of this occurring.</p>	
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SAFETY EQUIPMENT					
Safety helmet		Safety footwear (EN 345)	X	Hi-Viz clothing	
Gloves (Pierce Resistant)	X	Safety harness		Fall arrest lanyard	
Fall restraint lanyard		Overalls (flame retardant)		Overalls (disposable)	
R.P.E (SR 100)		Goggles (EN 166 B)		Glasses (EN 166 F)	
Ear defenders		Shaded cutting goggles		Face Shield	

PROCEDURE	
<p>CHECKS:</p> <ul style="list-style-type: none"> • Visually locate any items of concern. • Ensure all operatives carrying out the works have the correct information, instruction and training. Highlight this to all other staff that might come into contact with it. • Have a specific scope and work area of where the material requiring picking has been identified • All other persons have been restricted from accessing work area with heras fencing or other blocking barrier required. • A toolbox talk has been carried out with all persons to communicate the hazard • You have all the correct equipment, PPE to carry out the works • Ensure all items are disposed of within a SHARPS box and then disposed of within a licenced facility. • Ensure work area is safe to access after collecting all hazardous items have been collected. • Identify if any inaccessible or potential hazards are present after SHARPS collection. 	
<p>LOCATION:</p> <ul style="list-style-type: none"> • Good clear access and egress points. • Plenty of light. • No open ground voids of fall/trip hazards. • Other workers are aware of what you are doing and will not be put in danger and vice versa. • No overhanging/loose/dangerous structures. • All materials or items to be identified, this can contain things such as: Needles or Scalpels. Education on what a SHARP is will be required. 	
<p>ACCESS:</p> <ul style="list-style-type: none"> • Know the easiest way to and from your work area and familiarise yourself with emergency routes. • Do not climb stockpiles or vast areas of demolition materials, allow the excavator (when available) to move materials within reach. • Ensure access to those not carrying out the works is clearly and adequately restricted. • Any high access will have to be determined and discussed with the appropriate Health and Safety authority to minimise any accidents or hazards. 	

GENERAL OPERATION:

- Initial instruction to be given by the site supervisor in charge of overseeing the works
- Visually check the entire area required and the plan at hand.
- Organise all required PPE and equipment to carry out the works.
- Proceed to the work area cautiously and aware of your surroundings.
- Wearing all of the required PPE to carry out the works safely, pick up all SHARPS using pickers and place in the dedicated SHARPS box.
- Store or dispose of the SHARPS box in the correct fashion.

MAINTENANCE:

- Ensure PPE are correctly cleaned and stored
- Keep pickers and boxes clean and stored tidily.
- Dispose of the sharps box at a licenced and local facility.

OTHER CONSIDERATION

- Always consider other personnel especially those that may be hidden out of site.
- Always warn others if sharps are located cannot be accessed.
- Continual visual checks to ensure no more sharps have been introduced into the work area.

Further information and confirmation of the above information can be found on either of the below websites.

See attached documents

If handled incorrect and the necessary precautions not considered, then this could lead to the below health issues:

AIDS – AIDS is a virus that damages the cells in your immune system and weakens your ability to fight off everyday infections. This again is through the transfer of an infected individual's bodily fluids so handlings sharps can present this risk.

HEP B – Hepatitis B can be contracted by the transfer of bodily fluids of an infected individual so handling of sharps could present this as a risk.

Further information on the collection and disposal of sharps can be found on the below links:

<http://www.hse.gov.uk/pubns/hsis7.pdf>

<https://medlineplus.gov/ency/patientinstructions/000444.htm>

EMERGENCY

In the event of an emergency/incident warn any other ground labour operatives in the close vicinity and the machine operator. All works must cease immediately. Then contact your Site Manager/Supervisor and inform them of the situation IMMEDIATELY.

ENSURE YOU INFORM ANY EMERGENCY SERVICES THAT ASBESTOS MATERIALS ARE PRESENT



**SAFE OPERATING PROCEDURE
FOR**

Pressure Washer



SAFE OPERATING PROCEDURE REFERENCE NUMBER			SOP 035
SAFE OPERATING PROCEDURE DEVELOPED BY			TIM WHITTLE
SAFE OPERATING PROCEDURE APPROVED BY			DEAN WRING
DATE	October 2022	REVIEW DATE	October 2024
ACTIVITY:			
Dust control and cleaning			
AUTHORISATION:			
<p>No person is permitted or authorised to operate this piece of equipment unless they are deemed competent. Operatives must have knowledge of the item, its functions, limitations and emergency procedures and have this document along with relevant site-specific method statements and risk assessments communicated to them.</p> <p>As part of your ongoing training and safe use of plant assessments you are obliged to read and sign the following safe operating procedures.</p> <p style="text-align: center; color: red;">YOU ARE NOT PERMITTED TO OPERATE OR USE THIS EQUIPMENT WHILE UNDER THE INFLUENCE OF DRUGS OR ALCOHOL</p>			

RISK ASSESSMENT				
HAZARD	WHO CAN BE HARMED AND HOW	RISK RATING H/M/L	MEASURES TO MINIMISE RISK	RESIDUAL RISK H/M/L
Slips, trips	Operator, workforce, public Serious injury, broken bones, death	H	Any spillage of fluids from the machine must be cleaned up immediately. Check that when the is stopped and left for a period, the access route to and from the machine is clear of slip/trip hazards.	M
Manual handling (Maintenance purposes)	Operator, workforce, Serious injury, broken bones, musculoskeletal injury	H	Ensure lifting operations follow manual handling training, use safe principals. Heavy items must be lifted by mechanical aids or utilising tandem lifting techniques. Use the correct tools for the project at hand.	M
Fire	Operator, workforce, public Serious injury, burns, scalds, death	M	Before works commence check the machine being used does not have any fuel/oil leaks which could ignite if a spark was to come into contact with it.	L
Contact with hazardous substances	Operator, Skin damage	M	When refuelling or carrying out maintenance on machinery wear gloves with suitable protection against oils and fuels. High pressure leaks can penetrate bare skin and cause severe injury, if a high-pressure leak should occur immediately turn off the machine and do not approach leak until pressurised leak flow stops.	L
Exposure to hand arm vibration through lance	Operator Vibration white finger and other associated issues	H	Short duration use, Ensure equipment is well maintained and in good condition. Ensure pump and flow rates are working as vibration can occur with reduced flow rates	M
Injury to eyes from stones dirt and other material	Operator Eye injury	H	Never direct the spray towards persons on site. Wear impact rated eye protection in the form of goggles	M

ENVIRONMENTAL ASSESSMENT					
Source/item	Impact rating H/M/L	Pathway	Receptor	Control	Residual rating H/M/L
Noise	H	AIR	Localised public and workforce, flora, fauna, aquatic life	Limit working hours depending on location, ear protection for close proximity work. Utilise acoustic screening. Frequent monitoring regime.	M
Dust	H	AIR, WATER	Localised public and workforce, flora, fauna, aquatic life	Reduce dropping of materials, utilise fine water mist sprays to contain dust (caution with mist spray run off and contamination of ground/water courses)	M
Fumes	H	AIR	Localised public and workforce, flora, fauna, aquatic life	Minimise usage of equipment, ensure a rigorous maintenance regime is in place and followed. Do not allow equipment to sit idling, turn off engine when not in use.	M

Fuel/oil spills	H	AIR, WATER, GROUND	Localised public and workforce, flora, fauna, aquatic life, soil/ground	Utilise drip trays and spill kits efficiently. Clean up spills immediately, ensure defect hydraulic/fuel/oil hoses are replaced/repared. Training.	M
Fuel usage	H	AIR, WATER, GROUND	Localised public and workforce, flora, fauna, aquatic life, soil/ground	Minimise usage of equipment, ensure a rigorous maintenance regime is in place and followed. Do not allow equipment to sit idling, turn off engine when not in use.	M

SAFETY EQUIPMENT

Safety helmet	X	Safety footwear (EN 345)	X	Hi-viz clothing	X
Gloves		Safety harness		Fall arrest lanyard	
Fall restraint lanyard		Overalls (flame retardant)		Overalls (disposable)	
R.P.E SR 100 (task specific)		Goggles EN166B (task specific)	X	Glasses (EN 166 F)	
Ear defenders (task specific)	X	Shaded cutting goggles		Face shield	

PROCEDURE

CHECKS:

- Check you have the correct training, information, instruction and supervision.
- Check that the relevant inspection is in place, in date and for the piece of equipment you have.
- Check tyres, breaks, as well as standard engine checks.
- Check ground conditions are acceptable.
- Check you understand what is required of you for the task at hand.
- Check you have communicated your intentions to other relevant persons.

ACCESS:

Place the pressure washer in a suitable safe location. Proceed with caution to machine. Use designated walkways where possible. Be aware of moving vehicles and mobile plant

ALWAYS Keep the machine clean and tidy.

TRAVELLING:

When moving the pressure washer using a vehicle or dumper, stop and remove all objects in your path where safe to do so, never drive over them.

Wear the seat belt and ensure beacons are working on the item being used.

Always travel at a speed that is safe, observing the ground surface conditions.

Before moving off always double check that it is safe to do so, having made all round observation for pedestrians or other obstacles.

Always slow down when approaching corners, parked vehicles, doorways etc. and sound your horn and be prepared to stop (a few short blasts attracts the most attention).

Never approach any pedestrian or allow them to approach you. Stop work if they do.

GENERAL OPERATION:

Only use the pressure washer for its intended purpose.

NEVER use mobile phones whilst operating equipment.

Prior to Commencing Pressure Washer Operations

Ensure the following safety Control Measures are adhered to:

The Pressure washer is to be inspected to ensure that:

- All controls are in place & fully operational.
- All emergency stop buttons are operational & accessible.
- Communicate operations with others.
- All defects identified are reported to the workshop for rectification through the defect reporting process and recorded on the defect register.
- Defects which may affect the safe operation of the pressure washer are to be reported immediately. The Site Supervisor is to be advised accordingly.
- Ensure water tank is full
- Ensure correct and sufficient fuel for the task is available
- Check wash off area when cleaning oily or greasy items from plant that the correct catchment is available to deal with the COSHH items (DO NOT WASH THIS MATERIAL DOWN LAND DRAINS OR INTO WATER WAYS)

Commencing Pressure Washer Operations

- Ensure pressure washer is correctly placed
- Don PPE
- Start machine following the correct starting procedures
- Direct spray away from yourself
- Do not spray towards other persons
- Take care when cleaning painted surfaces or areas with logos / screen printing as jet may remove items
- Do not use pressure washer to wash clothes or foot-wear off
- Consider run off from work area

MAINTENANCE:

Keep machine clean and tidy.

Ensure engine covers and guards are in place, if removed replace them prior to operations re-commencing.

Always use appropriate PPE when handling oils, grease etc

Clear up any oil spills using granules available, any large oil spills report immediately.

Monitor the performance of the equipment and report any faults that develop

DO NOT smoke or allow naked lights when re-fueling or checking fluid levels.

Ensure caps are cool prior to removal

NEVER use your hand when checking for leaks ALWAYS use another item i.e. Piece of cardboard.

OTHER CONSIDERATION

Always consider other plant working around you and personnel especially those that may be hidden out of site.

