

**WRITTEN PLAN FOR THE REMOVAL OF CHRYSOTILE ASBESTOS
including
ASBESTOS CEMENT SHEETS, GUTTERS, DOWNPIPES ETC.**

Non-licensed work under the - Managing and working with asbestos Control of Asbestos Regulations 2012.
Under the regulations occupiers or owners of premises have an obligation to inform any person liable to disturb ACM's about the presence and condition of such materials.
If appropriate information is not forthcoming a survey and analysis of representative samples should be undertaken to identify the presence of asbestos.

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DOCUMENT STATUS

PREPARATION OF WRITTEN PLAN

NAME	Tom Robinson	POSITION	H&S Advisor
COMPETENCE	Tech IOSH	Time required to prepare Plan of Work	Initial: T.R.
APPROVED BY (CLIENT)		Date:	Initial:
APPROVED BY (CONTRACTOR)	C. Mooney	Date: 02.02.2024	Initial: C.M.

If work changes are required, the written plan of work must be amended or revised.

Changes required to the proposed statement:	Changes made by:	Date:
Initial Issue		

1. PROJECT DETAILS

Contract Reference Number:			
Client:		Ms. B. Masters	
Work Location:		Agricultural Store Stanhoe Road Docking PE31 8NJ	
PERSONS IN CONTROL OF WORKS			
Contract Manager:	C. Mooney	Contact Number:	07768 692015
Site Manager:	C. Mooney	Contact Number:	07768 692015
Supervisor:	C. Feavyear	Contact Number:	07789723797
Number of people involved with works			
Employees:	3	Sub-Contractors:	N/A
CONTRACT TIMESCALE			
Start Date:	TBC	Duration of the work:	5 days
Welfare Arrangements (Schedule 2 CDM 2015)		Sanitary conveniences 1:25. Washing facilities 1:25. Drinking water. Changing and locker facilities for persons that may wear special clothing for their work. Facilities for rest. Means to prepare food. Means to prepare hot drinks. Showers.	Bespoke Site Arrangements:
Site Specific / Technical Information Required			
Information Required:	Ref:	Information Provided By:	
Asbestos Register		Client	
Pre-Demolition Survey		C. Mooney	
Structural Engineers Report		Client	
Asbestos Invasive R&D Survey		Client	
ASB5 Notification		Licensed contractor for ASB5 works if applicable	

SCOPE OF WORKS:

Removal of existing asbestos (AC) cement sheets to roof and side. Load into covered skip for offsite removal by licensed carrier to permitted facility management site for disposal.

Anticipated Works Sequence

Training.

It is a legal requirement for those undertaking the removal to be CAT A and CAT B trained to remove AC and TC ACM's.

Setting up.

Access and work areas.

Safe routes onto and around the site including access to work at height are to be established from the outset. The routes must consider the movement of delivery vehicles, mobile plant, construction equipment, disposal skips, and client operational vehicles. Care must be taken to ensure the movement of workers to their work areas is unimpeded. Disposal containers should be sited close to the removal works limiting the movement and containment of the removed ACM's. All removal areas are to prevent unauthorized access by establishing exclusion zones. Only workers assigned to the removal must work within the exclusion zone. All other workers must be kept out. Appropriate warning signs must be displayed
Appropriate signage must be displayed.

Deliveries.

Take delivery of construction vehicles and materials required to carry out the removal and replacement works. Secure these areas to the degree required so as not to conflict or interfere with the client's staff or adjacent work operations.

Personal and respiratory protective equipment.

Workers will be provided with disposable overalls Type 5 fitted with hoods (these will be waterproofed for outside tasks). Boots without laces are to be worn, single-use nitrile gloves (if latex gloves must be worn, select only 'low protein powder free' gloves, and a disposable particulate respirator (FFP3 minimum protection factor 20), for manual scraping and debris removal.

Cleaning debris from asbestos cement material.

It is reasonably foreseeable that a certain amount of loose debris may have accumulated and will need to be removed prior to the roofing sheets being removed. It is intended to remove excess debris using profiled plastic scrapers. Accumulated excess debris is to be placed in receptacles, transferred to collection points, and placed into skips supported by a telehandler, lowered, and placed at the ground collection point for removal from site.

Removing asbestos cement materials etc.**Protecting surfaces.**

Protect surfaces in any restricted areas from contamination by covering them over with 500-gauge polythene sheeting fixed with duct tape.

Removing etc.

All access to the sheets internally will be by a scissor lift. The sheets will be unbolted, or cut to release the AC material, avoiding contact with the asbestos cement where possible. The sheets when released will be lifted one at a time and placed on pallet forks of the telehandler. Once the sheets are lowered to the ground they are placed in the lined skip

High level roof and wall sheeting and fixings.

The buildings are empty internally, therefore a planned sequence of removal of the asbestos sheeting from above will be used (see sections 2 & 3)

Personal and equipment decontamination.

Clean access equipment down with tak-rags.

Disposal of asbestos waste.

Place debris, used rags, polythene sheeting and other waste in waste containers and seal with tape.

Clear site and remove debris.

Contain and dispose of waste off site. Removal of waste in compliance with 'duty of care' Regulations (consignment note).

2. ASSESSMENT OF WORK WHICH WILL EXPOSE EMPLOYEES TO ASBESTOS (regulation 6).

Non-licensed statement:

The work is regarded as non-licensed, non-notifiable to the Enforcing Authority, this does not need to be carried out by licensed removers, the workers do not need to have a current medical and health record, not prepare specific asbestos emergency procedures, or identify an area around the work as an asbestos area for the following reasons.

Exposure to asbestos will be sporadic and of low intensity as asbestos in the air is not liable to exceed 0.6 fibres per cubic centimeter, or the same unit as f/ml in the air measured over a ten-minute period. It is also clear from the assessment that the control limit of 0.1 f/cm³ airborne fibres averaged over a 4-hour period will also not be exceeded.

The fibres in the asbestos cement material are firmly linked in a matrix.

All work falls within the scope of CDM2015. Compliance with the relevant parts must be addressed.

Description of work:

The removal of non-licensed asbestos cement, and chrysotile materials from the building.

Description of type:

The R&D survey (report attached section 11 appendices) shows that the asbestos cement materials are non-friable chrysotile firmly linked in a matrix.

Note: If there is reason to suspect the presence of further unidentified ACM's then the work will stop, and advice sought.

Quantity:**Expected exposures**

External surface disturbance from bolt cropping, excess debris removal and breakages.

Control limit and number of persons affected

Not liable to exceed 0.6 fibres per cubic centimeter. 2 gangs of 2 will carry out the works.

Level of expected exposure (for selection of PPE/RPE)

Disposable respirator EN149 (type FFP3 or EN1827 (type FMP3)

Others exposed

The setting up of daily exclusion zones and observing the work practices set out in HSG210 should be adequate steps to control anyone other than the removal workers from being exposed.

Intermittent higher exposures

None

Available air monitoring results

None

Steps to be taken to control exposure

Remove materials whole by releasing any fixings externally using bolt croppers. 500- gauge plastic sheeting is to be placed onto and ahead of the AC sheet removal.

Steps to secure accidental release

Damp down material debris if required prior to scraping off with plastic roof profile scrapers. Debris to be double bagged in clear asbestos bags, tagged, and placed in the covered skip for disposal.

Bolt-cropped fixings are to have plastic lined combined safety/debris netting positioned directly underneath. Once the initial line of fixings has been removed it is good practice to use crabbing nets to collect the fixings as they are cropped.

PVA spray any broken edges.

Materials are to be removed whole and placed directly into the covered skip for offsite disposal. The plastic liner attached to the combined safety/debris netting is to be removed, double bagged and placed in the covered skip for disposal.

3. PLAN OF WORK

The Sequence

Stripping of the AC sheet & materials is to start at the rear of the building at roof level and work down to floor level.

The remainder of the outbuilding structures (steel frame) will be removed by unbolting and dismantling each component from top down. A scissor- lift will be used as access to each component, which in turn will be lowered to the ground using the Teleporter and its associated accessories.

The buildings concrete slab is to be broken up using a 5-ton Excavators and removed.

The demolition areas are to be delineated and zoned off as works proceed. These will be established using appropriate measures to prevent unauthorised access. Any hazardous materials will be removed in strict accordance with HSE guidelines, and the arising materials deposited at a licensed disposal facility.

The structures are not exhibiting any structural weaknesses, and as the work is to be carried out mechanically, temporary support will not be required. No soft stripping will be undertaken. All work equipment must be fit for purpose, in good working order, be in a good state of repair, free from defect, and maintained.

An existing water supply will be used and attached a portable sprinkler system to facilitate damping down and dust suppression whilst the demolition works are in progress.

Method of work

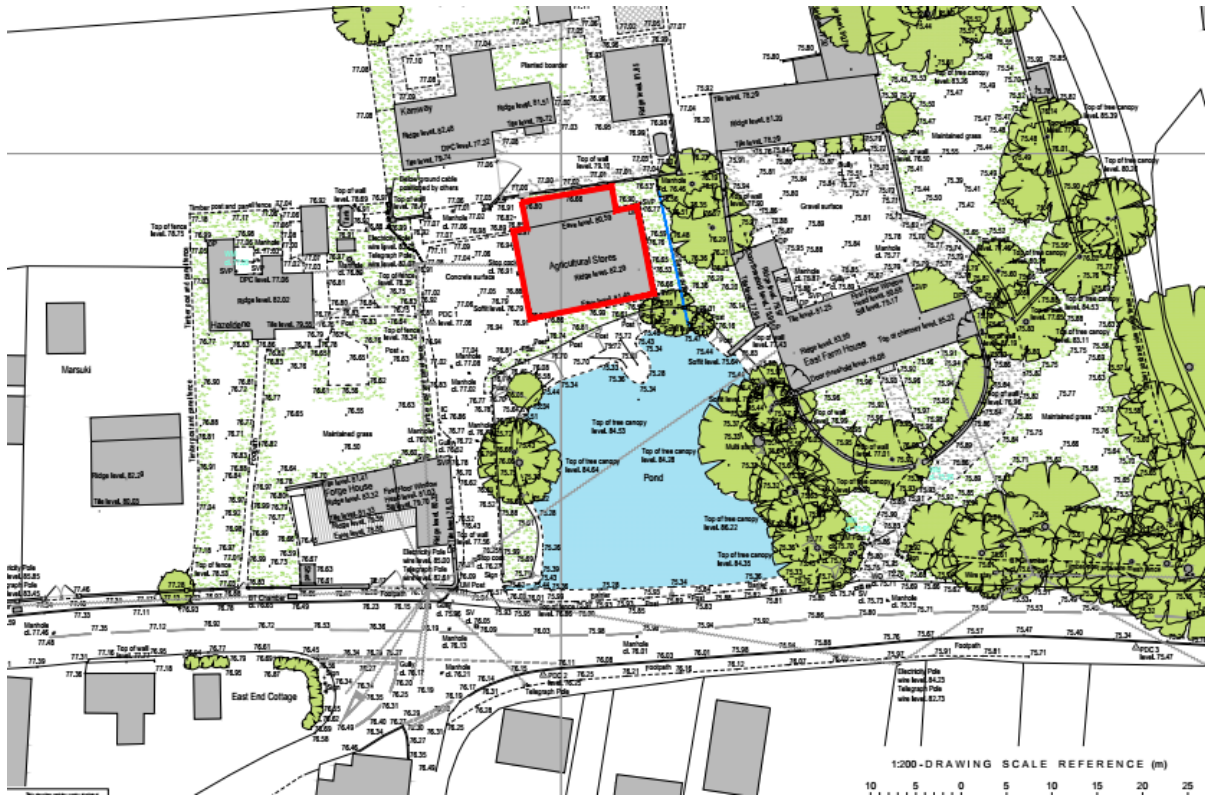
Isolate any agreed internal/external exclusion zones with the client before work starts.

Ensure that all services have been disconnected

Damp and scrape excess debris from the top of AC material, collect and dispose of. Externally bolt crop the asbestos sheeting, bargeboards, capping and ridge fixings. Remove ACM's where practicable, then transfer secured to a covered designated container for disposal.

All disposal must meet hazardous waste compliance with section 34 EPA.

Client sheet and debris sign off at the end of each daily shift (as required).



Permits required

Where the need for more formal written procedures is required, then the correct 'permit' system is to be put in place. Both the clients and Mooney demolition representatives are to agree exclusion zones and special arrangements at the start of each daily shift as required.

Monitoring procedures Health surveillance required: N/A

If applicable the frequency of surveillance: Complete annual MSD questionnaire

4. TRAINING FOR NON-LICENSED ASBESTOS WORK (REGULATION 10)

All Mooney Demolition work gangs that may be exposed ACM's have received level 1 asbestos awareness training which includes:- how asbestos can affect your health; - the added dangers of smoking; - the uses and likely locations for asbestos in buildings; - what work you are allowed to do by law; - what the law requires you to do; - what methods to use and equipment you need to do the job properly; - how to choose, use and look after personal protective equipment; - recognising and dealing with other dangers, such as working at height; - decontamination of yourself and work areas; - emergency procedures; and - waste disposal.

Workers required to carry out non-licensed AC removal of non-friable sheets, rainwater goods, chrysotile-bitumen floor tiles and adhesive of non-friable materials are CAT B trained and refresh every 12 months.

Each worker has also been face-fit tested for FFP3 disposable masks.

Refresher training is needed every year or more often if: - work methods change; - the type of equipment used changes; or the type of work changes a lot.

Supervisors - make sure workers follow the rules and inform others:

Tell all other workers that may be nearby what you are doing, where and why.

Tell them about other risks from the work, e.g., changes in fire exits.

5. PREVENTION OR REDUCTION OF EXPOSURE (REGULATION 11)

Management arrangements

Safety Checklist

Avoid disturbing asbestos by doing the job in some other way?

Follow the task guidance sheets attached (A11, A14, A15, A21, A23, A25, A33).

Make sure other risks (e.g., work at height, manual handling) are assessed and controlled.

Use only suitable asbestos waste containers.

Use only licensed carriers.

Take asbestos waste to a licensed tip.

Caution:

Do not sweep up dust or debris – use tak rags.

Do not take used overalls home.







Do not re-use disposable PPE.





Do not smoke, eat, or drink in the workplace.

6. DUTY TO PREVENT THE SPREAD OF ASBESTOS

Plant and equipment which has been contaminated must be thoroughly decontaminated.
Enclosures for non-licensed work will not normally be required for work with asbestos cement.
Designated skip area to be established on site

7. PROVISION & CLEANING OF PROTECTIVE CLOTHING (REGULATION 14)

Personal protective equipment:	Personal and Respiratory protective equipment is always considered the last line of defence, and that all other means of protection must be considered in the first instance. PPE/RPE is issued free to Limb A + Limb B workers when engaged. Limb A + Limb B workers have a responsibility to use the equipment correctly, look after the equipment and to report any defects.		
	EN397 Industrial safety helmet		EN20345 Industrial
	EN471.2 Hi-Viz Orange for slinging or signalling		EN166 CL3 Splash-side shields
	As required by COSHH assessment		As required by assessment

	As required by assessment FFP3 or P3 when exposed to respirable silica dust		As required by assessment
	As required		As required by assessment

PPE/RPE decontamination	<p>Caution: Remove your respirator last.</p> <p>Peel off disposable overalls inside out and then place in a suitable waste container (two clear asbestos labelled polythene sacks). Finally, remove your disposable respirator and place it in the waste container and tape it closed.</p>
<p>Waste removal</p> <p>Asbestos cement, floor tiles and bitumen adhesive.</p>	<p>Any water contaminated with traces of asbestos may be discharged to the sewerage system.</p> <p>Rags, overalls etc. must be placed in labeled polythene bags. Asbestos cement material must be placed in covered skips. It is not good enough to throw sheeting over a standard skip. It is illegal to mix hazardous wastes.</p> <p>Waste must be treated as hazardous, and the Hazardous Waste Regulations will apply.</p>

ADDITIONAL CONTROLS	
Permit required	Hot works for use of grinders
Statutory inspections	360 - 12-month Thorough Examination
Temporary works	N/A for demolition works. Required for designed protective scaffold provided by others.

Training

Name	Type	Card/certificate registration	Expiry

8. PLANT & EQUIPMENT LIKELY TO BE USED

The names and training record of operators are held at the main office (Newgate House, Gypsy Lane, Hockering, Dereham, NR20 3RS) and available upon request.
 Equipment inspection records are held on site by the works supervisor.
 All service records are kept at the main office and are available upon request.
 All plant and equipment must be suitable for their intended use. Its selection must take account of working conditions that may pose risks to health and safety.
 Plant and equipment must be maintained in an efficient state, remain in good working order and good state of repair.
 All lifting equipment must be accompanied by physical evidence of its last thorough examination. Copies are kept at the main office.
 Whole body vibration syndrome, hand arm vibration and noise assessments are kept at the main office and are available upon request.

Apply (tick)	Item	Operator	Category	Lift	T/E	110v	WBVS HAV	Noise
	360 Excavator	18-trained & competent	Mobile	Yes	12			Protection required
	Drills	Trained & competent	Portable			3 monthlies	Time Limit	Protection required
	Ladders/Steps	Trained & competent	Static					
	Lifting Accessories	Trained & competent	Static	Yes	6			

	Scissor Lift	18-trained & competent	Mobile	Yes	6			
	Telehandler	18-trained & competent	Mobile	Yes	12			Protection required
	Waste Skips	Trained & competent	Static					
	Safety Nets *	Trained & competent	Static					
	Youngman Boards	Trained & competent	Static					
	Tower Scaffolding *	Trained & competent	Static					
	Man Cage	18-trained & competent	Static		6			
	Disc Cutter	Trained & competent	Portable			3 monthlies	Time Limit	Protection required

* **Must be erected and inspected by trained specialist persons.**

COSHH SUMMARY				
COS Ref	Product	Hazardous content	COSHH e tool	Review
COS_001	Diesel fuel	Hydrocarbons	D: Most Hazardous	25/04/2024
COS_002	Unleaded petrol	Hydrocarbons	D: Most Hazardous	25/04/2024
COS_003	Spirit wipes	Naphtha (petroleum), hydrotreated light	A: Least Hazardous	25/04/2024
	Hydraulic oil	Classified non-hazardous		



NON-LICENSED PLAN OF WORK

9. AN ASSESSMENT OF THE RISKS THAT ARE FORESEEABLE

WORK RISK ASSESSMENT		Ref:	TASK/OPERATION:					REMOVAL OF CHRYSOTILE MATERIALS																								
Project/Site:		Contact Ref:	Location of work:					Client/P.C.																								
Prepared by: T. Robinson		Signature:	<p>RISK ASSESSMENT METHODOLOGY:</p> <p>Value Likelihood Axis Value Severity of Harm Axis</p> <p>1 Negligible 1 No harm</p> <p>2 Low 2 Minor</p> <p>3 Likely 3 7day loss</p> <p>4 Very likely 4 Specified injuries</p> <p>5 Certain 5 Catastrophic</p>					Date prepared: 02/02/2024																								
Position: External Advisor								Review date: 14.07.25																								
Employers workers		<p>LIKELIHOOD</p> <table border="1"> <tr><td>5</td><td>10</td><td>15</td><td>20</td><td>25</td></tr> <tr><td>4</td><td>8</td><td>12</td><td>16</td><td>20</td></tr> <tr><td>3</td><td>6</td><td>9</td><td>12</td><td>15</td></tr> <tr><td>2</td><td>4</td><td>6</td><td>8</td><td>10</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> </table> <p>SEVERITY OF HARM</p>	5	10	15	20	25	4	8	12	16	20	3	6	9	12	15	2	4	6	8	10	1	2	3	4	5	RISK ACTION LEVELS:				
5	10		15	20	25																											
4	8		12	16	20																											
3	6		9	12	15																											
2	4		6	8	10																											
1	2		3	4	5																											
Other workers			<p>1-5 No action required</p> <p>6-11 Low – limited action required</p> <p>12-18 Medium – significant, action required following the principles of prevention</p> <p>19-25 High – significant, action may require technical input beyond the author</p>																													
Members of the public			<p>Risk rating calculated by: $L \times S = RR$, where L is the estimated likelihood value of an accident occurring, (Likelihood), C = the estimated value of the severity of harm because of a potential hazard being realised. $RR^1 =$ the Risk Rating without controls in place and $RR^2 =$ Residual Risk with controls in place.</p>																													
Visitors																																
Plant operators																																
Young workers																																
Others (please state)																																
POTENTIAL NUMBER EXPOSED																																

HAZARDS	L	S	RR ¹	PRINCIPLES OF PREVENTION	L	S	RR ²
Working at height	5	5	25	<p>Avoid where possible. Select equipment that gives collective guarding as primary consideration over individual (prevent from falling, not catch). Workers competent to work at height and in use of equipment. Height to be negated: Low level not exceeding 2mt, Maximum height not exceeding 10mt, or exceeding 10mt+ Selection of equipment. MEWAP (scissor lift and boom) Rough terrain tele-handler (RTTH) Ladders. Duration and frequency of use of equipment:</p>	3	5	15
Working on the back of delivery vehicles	4	5	20	<p>Vehicles: Only use fitted foot and handholds to mount and dismount. If it is necessary ladders may be used for access but must be secured. Work from the centre of the vehicle and avoid working on the edge. In extreme circumstances it may be necessary to use inertia reels attached to test and approved anchor points to facilitate the task.</p>	3	4	12
Low level connections	5	5	25	<p>Ladders: Ladders are only to be considered after all other means of access have been exhausted. All ladders 3mts must be secured. 3 points of contact with the ladder must always be maintained. Ladders are only to be used for light work and short duration; this should not exceed 30 minutes.</p>	3	5	15
High level connections	5	5	25	<p>Falls, Fragile material, and Falling objects. The roof perimeter including gables have a guard and mid rail secured to the main building. Internally combined safety/debris netting is to be attached to the underside of the roof and lined with 500- gauge plastic placed ahead of the sheet removal. An exclusion zone beneath the high-level work is to be maintained at times with physical barriers and signs. Youngman crawler/roof boards are to be used to remove the AC sheets and as leading-edge protection when fitting the new sheets. The Youngman are to be fitted with clip on guardrails.</p>	3	5	15

HAZARDS	L	S	RR ¹	PRINCIPLES OF PREVENTION	L	S	RR ²
Emergency procedures for working at height	5	5	25	<p>All operators must understand the arrangements in the event of an emergency, what to do, and who to contact.</p> <p>Means to release suspended persons immediately (within 10 minutes) from support MEWAP</p> <p>The effect of being suspended in a harness for more than 20 minutes.</p> <ul style="list-style-type: none"> • Tightening of the leg straps supporting the body weight • Affects blood circulation in the legs • Causes discomfort, distress and leads to unconsciousness • Lead to suspension trauma <p>Administer first aid if safe to do so until emergency services arrive.</p> <p>The main office must be informed immediately if an emergency is encountered, they will carry out any reporting procedures that may be applicable i.e. RIDDOR.</p>	3	5	15
Energy distribution installations	5	5	25	<p>The client is to use a nominated electrical contractor to raise/lower the underside lighting/cabling to facilitate the placement of the netting and reinstate upon completion. The fire system must retain its integrity.</p>	3	5	15
Mechanical Lifting	5	5	25	<p>All lifting operations are to take place in daylight hours or under adequate task lighting. The equipment must be fit for purpose, in good working and efficient order, good state of repair, free from defect and maintained as recommended by the manufacturer. The equipment because it can raise or lower a load is subject to statutory thorough examination. This must be carried out every 12 months and be current. Any accessories used are subject to T/E every 6 months. Physical evidence of the last T/E must remain with the equipment. The same applies to scissor lifts and telescopic or articulated boom but because they can raise or lower persons the T/E is every 6 months.</p> <p>The operators of all lifting equipment must be 18, trained and competent.</p>	3	5	15

HAZARDS	L	S	RR ¹	PRINCIPLES OF PREVENTION	L	S	RR ²
Access and the movement of traffic and pedestrians	4	5	20	Safe routes onto and around the work areas are to be established daily by the works supervisor on behalf of Mooney Demolition and the client/manager/supervisor. The routes must consider the movement of delivery vehicles, mobile plant, and construction equipment such as telehandler and scissor lift. Care must also be taken that the movement of workers to their work areas is unimpeded. Offload, storage, and lifting areas must also be made clear.	2	5	10
Slips trips and falls	4	5	20	Good housekeeping is imperative, trailing leads, discarded materials and tools are to be kept clear of work areas and removed as soon as possible if they are no longer needed. Care should be taken when climbing or descending ladders, three points of contact should always be maintained. Make sure that the correct fitted hand and footholds are used when mounting and dismounting MEWAPS, mobile crane and telehandler.	3	4	12
Manual handling	4	4	16	Observe the good handling technique when handling easily repeatable tasks. Wind strength will heighten the risks when handling loads. Wherever possible use mechanical means to move and position loads. Care should be taken to avoid awkward and strenuous positions. AC cement sheets are in 3m lengths and weigh approximately 38 Kgs. These must be placed on the teleporter by two men and secured down.	2	4	8
Disc cutting	5	4	20	Where disc cutters are to be used operatives must wear appropriate PPE/RPE, and to be registered on the employer's abrasive wheels register to change abrasive discs. Use dust suppressed disc cutters. When using petrol driven disc cutters do not leave petrol cans close by. Carry out a visual and physical checks before you start cutting. Eye protection is important use equipment that meets BSEN-166B this means it will protect you from flying objects. Always use the hearing protection issued. Ear defenders will allow you to work for longer periods. Re-useable and throwaway plugs will not. Make sure you do your cutting in well ventilated area. If that is not possible then you will need to look at ways to ventilate the area mechanically. Make sure you wear the right type of face mask (FFP3) and that it fits you properly.	3	4	12

HAZARDS	L	S	RR ¹	PRINCIPLES OF PREVENTION	L	S	RR ²
Weather conditions and surrounding air emissions	3	5	15	If high winds are forecast then, materials must be secured, all work stops until the winds drop to acceptable levels. When the working at height in industrial areas check for any potential emission problems that may prove a health threat.	2	3	6
Use of construction plant and equipment	5	5	25	Lifting equipment and accessories are to hold a current T/E. Operators must be 18, trained and competent. Operating manuals are to be evident with the equipment. Harnesses to be worn in MEWAPS during all operational work periods. When operating MEWAP be aware of hazards above to avoid trapping and crushing. Observe the information contained in HSE ISMISC614 (copies available from the office). A mobile crane or teleporter with attachments is to be used hold sheets whilst fixings are being removed. Erectors are always to remain within the basket of the MEWAP and wear a class 3 general safety harness secured to a tested anchor point. Where possible the mobile crane should be fitted with a remote load release. Drop and exclusion zones must be established. At no point are MEWAPS to be used to support steel components. The MEWAPS may only be controlled from the base in the event of emergencies. Use of MEWAPS and safety harnesses to meet the following standards: (BSEN280 – MEWAPS. HSE-ISMISC614 (boom lifts). BSEN341,355,358,361,363-365, harnesses.	3	5	15

**10. ASBESTOS WRITTEN PLAN & PRE-START INDUCTION REGISTERS
(if not provided by Principal Contractor/Client)**

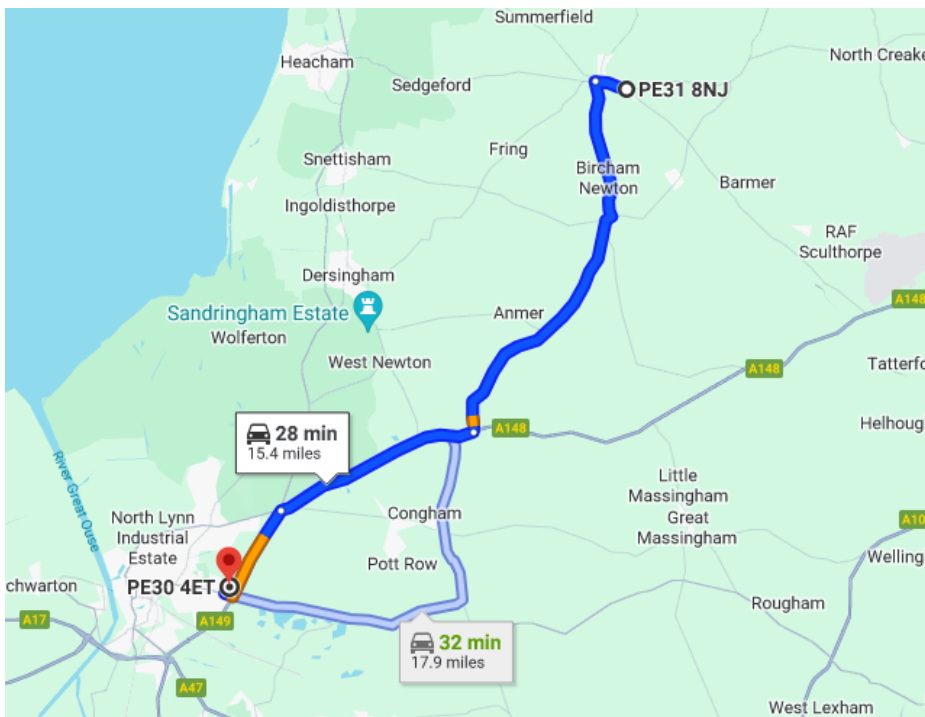
ITEM	SUBJECT
1. Safety notices and means of communication	<p>The location of any safety board's displaying relevant information on hazards and ill health issues.</p> <p>Display of law posters.</p>
2. Emergencies First aid.	<p>Location of first aid room/points</p> <p>Name of first aiders.</p> <p>Do you have a 'Weils' information card?</p> <p>Advise the First Aider if you are on medication.</p> <p>If you have an accident, it must be entered into the accident book. The first aider will do this on your behalf.</p> <p>Serious and major injuries may be reportable under RIDDOR and at some point, you may be required to give a statement as an injured party or witness to an accident, incident, or dangerous occurrence.</p> <p>For your own safety you should make sure that any inoculations such as tetanus are up to date.</p>
3. Emergencies & Fire	<p>The site Fire arrangements.</p> <p>This is a no smoking site.</p> <p>If you discover a fire or what you consider to be an emergency, you must raise the alarm by the means shown to you.</p> <p>Never attempt to extinguish a fire unless trained to correctly select and use one and not before you have raised the alarm and called the emergency services.</p> <p>If you hear the alarm being raised you must stop work immediately and leave your place of work, following the emergency route signs to the place of safety</p> <p>Make your way to the designated fire assembly point.</p> <p>Do not return to your work area until you have been told that it is safe to do so.</p> <p>Before you start work you will be told of areas where 'hot work' permits are required.</p> <p>Hoax calls and false alarms will be dealt with by relevant authority.</p> <p>Report all accidents / incidents immediately to your supervisor or person in charge.</p>
4. Welfare	<p>Siting and provision of welfare.</p> <p>The minimum level of welfare is hot and cold or warm running water, soap, or other material to cleanse you and towels or other material to dry yourself with.</p> <p>High Hygiene standards are expected.</p> <p>Do not eat or drink in areas where you work.</p>

5. Competence	Do not carry out specific tasks where you have not been trained to do so, i.e. operate plant, enter confined spaces, carry out live electrical work, erect mobile towers, interfere with scaffold components. Permits are also required for certain operations
6. Traffic movement	Observe traffic routes Vehicle/pedestrian. It is anticipated there will be heavy traffic movements on and off site. Abide by speed restrictions Do not enter any unauthorised areas. Parking arrangements, you can only park in the designated areas.
7. Site rules	Zero tolerance for alcohol, drugs, and solvent abuse. No radios on site. No bonfires. House-keeping standards. Wear appropriate PPE min/hat, boots, and high-viz always in all work locations. Hearing protection zones when applicable. Bring safety issues to the attention of your immediate supervisor.
8. Asbestos written plan and risk assessments	I understand the safe way to carry out the work I must do because it has been explained to me clearly. If for any reason there is something I do not understand or disagree with I will inform the person explaining it to me, as well as my supervisor or my safety officer. If I have any learning difficulties, I should point these out straight away. If I feel uncomfortable about speaking with any of the above mentioned, I understand it is possible for me to speak directly to my employer, and as safety is taken very seriously any shortcomings, I had about the arrangements would welcome. Ask whether any tasks you are about to carry out require a permit.
9. Responsibilities	Remember that you have a duty to look after yourself, co-operate with your employer, Not misuse or abuse anything he provides for your safety and Report defects and loss and inform him of shortcomings in his arrangements.

11. EMERGENCY ARRANGEMENTS

Nearest Accident & Emergency Hospital Details:

Queen Elizabeth Hospital, Kings Lynn, Norfolk, PE30 4ET
Tel: : 01553 613613





NON-LICENSED PLAN OF WORK

ASBESTOS WRITTEN PLAN & INDUCTION CARRIED OUT BY		<i>Signature:</i>	
NAME	SIGNATURE	COMPANY	DATE

Your comments will be treated confidentially by the employer.

The safety and ill health issues relating to this construction project have been explained to me in a comprehensible manner, enabling me to understand and comply with the control measures.

12. APPENDICES

Appendix 1 Copy of Demolition & Refurbishment Survey

Appendix 2 Sign Off / Handover Document

Removal of non-licenced asbestos cement (AC) materials

Completed work sign off/handover record:

The purpose of this permit is to ensure that completed work areas are acceptable for return to service by the client or client's representative from the contractor.

Valid from (time & date):

Valid to:

Work exclusion area (tick if required):

Identified (provide plan or sketch or unique ID of area)

Means of exclusion (state method to exclude)

Signs displayed

INDG418 Pocket cards issued to all that may be exposed

PPE-hands single use nitrile (low protein powder free if latex)

PPE-feet, lace free

PPE-body, disposable overalls type 5 (BSEN ISO 13982-1)

RPE-disposable particulate respirator (FFP3)

Work exclusion declaration (the work is authorised to proceed):

Name & initial of:

Permit authoriser (contractor):

Accepting authority (client/representative):

Work completion and decontamination (tick if applicable):

Large particles removed

Dust tak ragged

Waste double bagged

Waste removed

Waste stored/disposed of correctly

Workers decontaminated

Plant & equipment decontaminated

Handover to be completed by permit authoriser and accepting authority.

Completed work area decontaminated and safe to return to service.

Permit authorizer:

Sign: time: date:

Accepting authority on behalf of

Sign: time: date:

Signatories must be competent and have the necessary knowledge and experience with regards the nature and extent of the works. Changes must be notified by the permit authoriser to those carrying out the task.