

**Construction Phase Health,
Safety & Environment Plan**

for

Construction of Conservation Lake

Norton Hall

Norton Hall, Mickleton, Chipping Campden, GL55 6PX

PRINCIPAL CONTRACTOR:	Tulloch & Boggis				
<i>If client/ CDM-C approval is required, to circle one option below as applicable</i>					
WORKS MAY PROCEED		REVISE & RESUBMIT - works may proceed subject to incorporation of the changes indicated			
REVISE & RESUBMIT - works must not proceed					
Name:		Position:		Date:	
Signature:		Company:	<i>CDM-C or Client</i>		

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This document must be adhered to at all times as it is a vital part of the Tulloch and Boggis (T&B) health, safety, quality and environmental activities on site. Any changes to working procedures must be authorised by the Principal Contractor (if applicable) and T&B. All staff will be briefed on the methods of work, safe systems of work, risks and risk control measures before starting work each day.

This document will be reviewed monthly by the Contract Manager.

The purpose of the review is to ensure the precautions described in this plan are appropriate and followed in practice. Where operatives or sub-contractors do not work safely or comply with the plan, Tulloch and Boggis will take appropriate action to deal with the risk. Any changes will be communicated to affected workers through consultation methods described within this document. Any revisions will be documented above.

Upon project completion a close out meeting will take place with the CDM Co-ordinator, Project Managers, members of the Client' Representatives and any other parties which are deemed to provide relevant information regarding the 'closing' of the project

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1.0 PROJECT DESCRIPTION & SCOPE OF WORKS

- 1.1 The project consists of the construction of a new conservation lake in existing parkland and arable farmland, with silt trap. Site won clay will be used to line the lake, with arisings used to landscape within the works area.
- 1.2 The works are due to be completed within 14 weeks of 1.5.2024 of start date.

2.0 PROJECT STANDARDS

- 2.1 Tulloch and Boggis recognise that people are the most important asset of every engaged organisation and, by working in partnership with our supply chain, our aim is to deliver and set standards and objectives for this project by:
- Complying with all applicable legislation.
 - Ensuring adequate resources are available.
 - Having no reportable accidents throughout the project.
 - Providing and maintaining a safe and healthy workplace, and safe working practices.
 - Positively encouraging effective co-operation of sub-contractors and others.
 - Ensuring sub-contractors and others have the necessary health, safety and environmental information, instruction, supervision and competence.
 - Reducing the percentage of construction waste produced and sent to landfill
 - Capturing good practice and project initiatives.
 - Ensuring that all workers receive a project specific induction prior to starting work and visitors are escorted while on site.

3.0 KEY PROJECT APPOINTMENTS & RESPONSIBILITIES

- 3.1 The management structure for the contract is set out below:

Client	Irwin D'Silva Norton Hall Honeybourne Lane Mickleton GL55 6PX irwin@blackapplorchard.com
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Client's Representative	Irwin D'Silva Norton Hall Honeybourne Lane Mickleton GI55 6PX irwin@blackapplorchard.com
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Designer (Project Leader)	Tulloch and Boggis Ltd Upper Woodbatch Deerfold Bucknell SY7 0EF info@tullochandboggis.co.uk
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Designer (Engineer Geotechnical)	Tulloch and Boggis Ltd Upper Woodbatch Deerfold Bucknell SY7 0EF info@tullochandboggis.co.uk
Designer (Engineer Drainage)	Tulloch and Boggis Ltd Upper Woodbatch Deerfold Bucknell SY7 0EF info@tullochandboggis.co.uk
CDM Co-ordinator	N/A
Principal Contractor	Tulloch and Boggis Ltd Upper Woodbatch Deerfold Birtley SY7 0EF info@tullochandboggis.co.uk
Health & Safety Executive	Health & Safety Executive Lyme Vale Court, Lyme Drive Parklands Business Park, Newcastle Road Trent Vale, Stoke on Trent ST4 6NW Tel: 0845 345 0055, Fax: 01782 602400

Project responsibilities

Client Irwin D'Silva

- Check competence of all appointees.
- Allow sufficient time and resources for all stages.
- Provide pre-construction information to designers and contractors.
- Appoint a CDM-Coordinator.
- Ensure a CDM-Coordinator and Principal Contractor are in place until the end of the construction phase.
- Ensure construction phase does not start unless there is a construction phase plan and suitable welfare facilities.
- Provide information to the CDM-co-ordinator for their H&S file.
- Retain and provide access to the H&S file

Contract Manager James Boggis

- Apply and review Health & Safety plans. Monitor and control the management of the plans to ensure effective implementation.
- Set objectives and review performance against them.
- Determine strategy for achieving objectives and improvements in Health & Safety.
- Ensure that works are carried in a safe manner and that adequate resources are provided to carry out all operations with due regard to health, safety and welfare.

Site Manager James Boggis

- Ensure that workplaces under their control are adequate with respect to health, safety, welfare and environment are effectively managed and controlled.
- Ensure, so far as reasonably practicable that a suitable project specific Health, Safety and environment plan is provided and satisfactory information is provided within.
- Make appointments where necessary, e.g. Site Health & Safety Supervisors, Fire Wardens etc.
- Ensure, so far as reasonably practicable, employees and subcontractors are competent. Recommend training needs to suit individual and workplace requirements.
- Ensure that a mechanism is in place for effective consultation with employees and sub-contractors.
- Provide regular reports on the effectiveness of construction phase SHE Plans to the Contracts Manager.
- Organize and implement the provision and maintenance of a working environment and systems of work that are, as far as is reasonably practicable, safe and without risk to health.
- Ensure that adequate monitoring and supervision arrangements are maintained and clearly defined areas of responsibility for sub-contractors are established and implemented.
- To maintain this plan and all related documentation up to date.

Foreman Dan Gregory

- Attending/Organising daily briefings.
- Overseeing site operations, planning and co-ordinating works in line with project programme, specification, drawings and complying with risk assessments & method statements.
- Supervising sub contractors and other labour workers, discouraging horse play, preventing operatives undertaking tasks which have not been planned for or for which there is no risk assessment.
- Maintaining health and safety standards and records, complying fully with and enforcing HS&E Legislation. Weekly paperwork submittals to the office.
- Reporting potentially hazardous situation, accidents, defects, contaminations, mistakes etc. to Contract Manager
- Managing plant and labour to ensure they are effectively utilised and off hire promptly when no longer required.

H&S Advisors

Safety Services UK Ltd

Advise managers on measures to ensure the effective operation of the Health & Safety System and the promotion of a Health and Safety culture.
Give advice and guidance to any person who may require it to promote the understanding and operation of Health and Safety best practice as is relevant to the T&B operations.
Carry out regular inspections and audits, provide reports, give guidance and advice to managers, contractors and Health and Safety Supervisors.

First Aider

Dan Gregory

Ensure the availability of suitable and appropriate first aid equipment and proper provision of information and signage on the project.
Ensure that first aid cover is available for any absence from site, or ensure the site manager / supervisor is aware of the issue.

CDM-Coordinator

N/A

Advise & assist client with their duties.
Notify HSE & provide copy of F10 to Principal Contractor.
Co-ordinate HS& aspects of design work and co-operate with others involved in the project.
Facilitate good communication between the client, designers and contractors.
Liaise with Principal Contractor about ongoing design.
Identify, collect and pass on pre-construction information.
Prepare and update the H&S File.

4.0 INFORMATION/ COMMUNICATION

- 4.1 All relevant information for the construction phase, whether it is Health and Safety, technical, drawings, minutes etc. will be kept on site in the office. Some information will be kept by the Contract Manager in the file at Head Office. Verbal instructions will be accepted by the Contract Manager/ Foreman when our "Confirmation of Verbal Instruction" form is completed & signed by the client or the Client provides written
- 4.2 It is essential that all information be passed on to relevant parties as soon as possible to prevent any misinterpretation, errors or conflicts (especially when Health, Safety and Environmental matters are involved).
- 4.3 The Site HS&E file will be under the control of the Site Manager James Boggis or the Foreman Dan Gregory. Additionally, there is always information available at our office. The file will include where applicable but may not be limited to:
- Construction phase HS & E plan and design information pack
 - Project induction
 - Method statement Safety briefings
 - F10 notification
 - Traffic management plan
 - Risk assessments
 - Registers
 - Permits
 - Plant inspections
 - Toolbox talks
 - Statutory inspections
 - HAVS & noise information registers
 - COSHH assessments
 - Accident, incidents and near miss logs
 - Project monitoring
- 4.4 Construction design information includes:
- W22-010-002 - Lake Design
 - W22-010-003 - Lake_Cross Sections
 - W22-010-006 - Lake Edge Detail
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- 4.5 Displayed in the office will be a copy of T&B's employer's liability insurance, emergency information, H&S at Work Poster.
- 4.6 The Client will be kept informed as to progress with the works and any changes that will affect timescales or costs. Approval will be sought, if and when necessary, with regards to any hazardous activities, noise, dust, or extended working hours etc.

4.7 Communication with trade subcontractors will take place by the following methods:

Documentation	Communication Method
Construction Phase HSE Plan	Issued to subcontractors on enquiry, discussed at pre start meeting and progress meetings
Subcontractors risk assessments and method statements	Subcontractor to submit to Tulloch & Boggis' Contract Manager for approval prior to commencement on site.
Design changes	Via design change schedule discussed at design meetings. If applicable, revised drawings approved and issued.
Principal Contractor's Site induction	Upon entry to site for the first time and on any change of personnel
Revisions to safety information (either PC or subcontractors own)	Prior to commencing change of method, work conditions or resource, to be issued for discussion/ approval. Staff to sign briefing register.
Subcontractors own induction	Briefing of method statement and risk assessments prior to commencing work. All operatives to sign an induction register.
Toolbox talks (if not attending T&B talks, subcontractor must carry out their own)	Minimum weekly and as when required. Registers to be retained.
H&S Monitoring	Minimum weekly. Records to be maintained of checks carried out.

4.8 Communication and consultation will be carried out in a number of ways on this project, in broad terms they will include

Method	Frequency
Pre start meetings	As required with the client
Letter drops to local residents and businesses, informing of upcoming works	Before works commence
Visiting owners/ occupiers of sensitive homes & businesses	Before works commence and as required
Public information boards with company contact info	Erect before works commence
Induction to Site H&S File	Before works commence, new workers to site
Toolbox talks	Minimum weekly by Foreman and as when required
Progress meetings	Monthly with client
Site Monitoring Reports	Minimum weekly by Foreman and as when required
Subcontractor coordination and planning meetings	Weekly and as required
Employee consultation meetings	Quarterly and as required
Daily briefings by Foreman	Prior to commencing activity, change of method, resource or condition
Letters, telephone/ email correspondence to/ from third parties such as local authority, Environment Agency.	As required
Site inspections by Safety Advisor/ Compliance Manager	As required

5.0 INDUCTION

- 5.1 It is the responsibility of the Contract Manager to ensure the Foreman receives the Construction Phase Plan, risk assessments and method statements specific to the project, which is explained to them and discussed. The Foreman is to then sign the induction register.
- 5.2 It is the responsibility of the Site Manager/Foreman to ensure each and every operative arriving at site for the first time (or after any significant changes of site activities) is given a site induction before commencing work, including any subcontractors or agency staff.
- 5.3 All persons inducted shall be required to sign the induction register confirming their understanding of and compliance with content of the induction and have the opportunity to raise any concerns.
- 5.4 All visitors, such as Building Control, Client representatives, visiting members of the company office staff, will need to be inducted to site.
- 5.5 The site induction must provide attendees with information on hazards and risks that will be encountered, the necessary risk control measures and site rules.
- 5.6 Daily briefings should then subsequently take place every morning and a register taken. Operatives are required to sign the daily briefing register.
- 5.7 At site inductions & daily briefings the Foreman shall also check that site personnel, including any subcontractors or agency personnel have appropriate health and safety training for the tasks required and been provided project information relevant to their task in the form of method statements and risk assessments.

6.0 COSHH

- 6.1 All materials and processes used during the contract have been or will be assessed. COSHH assessments will be available in the project file and also at our office, which also holds the data sheets.
- 6.2 In addition to minimum site PPE, additional PPE may be required and will be identified in the task specific risk assessments.
- 6.3 It is not anticipated that asbestos will be found during the contract period for this project but **should any asbestos be found or suspected** work will stop on that particular operation until instructions are received from the Employer's Agent. In any case the area must be cleared and only specialists employed to carry out any removal and disposal.
- 6.4 Storage - COSHH materials will be stored in a suitable, secure container in a designated COSHH area, away from watercourses and drains. There will be a waste drum in the COSHH area for disposal of all hazardous waste.

7.0 EMERGENCY PROCEDURES

Tulloch and Boggis believe that the only acceptable number of accidents for the project is zero.

Types of emergency which are planned for

It is anticipated that during the period of the project an emergency can arise from a number of eventualities such as;

- Physical injury or injuries resulting in a request for the emergency services. This could also be hindered by the nature of construction activities and their location.
- Environmental incidents such fuel or substance spillages into nearby water courses.
- Fire located on site or within the project accommodation or welfare.

In most cases physical injury and environmental incidents are mitigated through task planning, implementation and specific instruction. This is done by implementation of the project Construction phase plan, method statements, task safety briefing, tool box talks and is monitored daily and formally through safety inspections (both locally and externally).

7.1 Hazard identification Register

The following hazard register shows the hazards identified on site, which could give rise to significant emergency situations. It will be updated every time the Construction phase plan is reviewed. All risk assessments and method statements must address these hazards.

Are there significant associated risks?	Is hazard applicable to project?	Are there significant associated risks?	Comments for significant associated risks
1. Physical injuries requiring emergency service attendance – General site activities.	y	y	Each particular task element is to be carried out by a pre qualified and approved contractor. All design information will be communicated via Construction phase plan and for construction drawings. Detailed risk assessments and method statements are to be prepared and approved. Emergency evacuation/ transportation around the site from known inaccessible locations..
2. Confined spaces	n	y	
3. Work over water	n	y	
4. Work adjacent to water	n	y	
5. Plant Movements, Lifting appliances and Mobile Elevated working platforms	y	y	All lifting operations will be assessed by the Appointed Person and suitable RA and Lifting Plan produced and approved. All lifting appliances will be inspected at the required intervals and a record of all equipment will be kept by the Appointed Person, or a delegated person.
6. Environmental Incidents	y	y	All fuel will be stored within a double skinned fuel bowser or where required a dedicated bunded area. All refuelling to static plant will be carried out with plant nappies used as spill tray. Dust issues will be dealt with within task specific MS and briefings. Spillages of fuels/ contaminant liquids will be dealt with by the use of dedicated spill kits. These are located at fuel stores and fuelling stations.
7. Fire within project welfare facilities	y	y	Office and welfare accommodation designed and installed in accordance with CDM Regulations 2015. Fire points located throughout the project. Areas of particular concern are Kitchens, canteen and drying rooms. Daily housekeeping to be maintained. Weekly inspection to be carried out by Project Manager.

7.2 Fire Risk

The most common sources of ignition are:

- a) people smoking
- b) naked flames
- c) electric, gas or oil-filled heaters
- d) LPG boiling rings
- e) hot work processes [e.g. welding or oxy-gas cutting by contractors]
- f) cooking
- g) faulty electrical equipment
- h) fuel/flammable liquid spillages
- i) lighting equipment, and
- j) arson

All materials which burn reasonably easily and which are present in sufficient quantity for fire to spread need to be considered. Some of the most common fuels found at work are:

- a) Build up of waste materials [litter, packaging etc.]
- b) flammable liquids and chemicals
- c) wood, paper, linen and card
- d) plastics, rubber and foam
- e) Flammable materials present within furniture, fixtures and fittings
- f) flammable gases

Reducing sources of ignition

Hazards caused by potential heat sources may be reduced by:

- a) ensuring that electrical fuses etc. are the correct rating
- b) operating safe smoking policies
- c) making sure that any smouldering materials are properly extinguished before leaving the premises;
- d) operating permit systems for hot works and
- e) taking reasonable precautions to avoid the risk of arson

Fire Points

- a) Fire Points – Where are the fire points? The positions to be clearly identified on the layout drawing.
- b) Extinguishers to be compatible with hazards associated in that area.
- c) Signage, i.e. Water – Paper & Wood. Adequate, clean signage erected and inspected regularly.
- d) Insert arrangements and record on Site Fire Plan Layout drawing – appendix 3

Indications of “near misses” such as cigarette burns, scorched materials and electrical scorch marks can help identify hazards which may otherwise go undetected.

- 7.3 All accidents and incidents (such as environmental) are to be reported irrespective of severity. In any case all incidents are to be reported to the Site Supervisor James Boggis or his foreman without delay who is to complete an Accident Incident Report Form (DN510) and return to head office and also add an entry into the Project Incident Log (DN511). In any case and where applicable, RIDDOR procedures will be followed.

The nearest hospital is: Worcester Royal Hospital
Charles Hastings Way
Worcester
WR5 1DD
1905763333

A location and route plan can be found at Appendix A.

In case of fire, all site personnel will follow the site rules for reporting fire and assemble in safe location, remaining at the designated assembly point as identified during site induction. Fire extinguishers are located at central location.

A site plan showing general site layout, traffic & pedestrian flows and Emergency Assembly Point can be found at Appendix B.

Should Fire & Rescue be required the emergency services number, 999 is to be dialled.

- 7.4 First aid kits including eye wash bottles will be kept in the site cabin and in all T&B vehicles. Should any equipment be used from the first aid kit, for any reason, the Site Supervisor must be informed so it can be replaced.

The First Aider for this site is: Dan Gregory

- 7.5 The Site Supervisor is to ensure that all T&B operatives are aware of the emergency procedures on site in the event of a fire and the location of fire appliances and fire assembly point(s).

8.0 ENVIRONMENT

Based on form DN526 pre-start HSE checks. State if not applicable to show items have been considered

- 8.1 Consent licences
Full Planning Permission
- 8.2 Activities exempt from waste management licence and registration with the EA
No waste being treated on site
- 8.3 Invasive weeds
None present
- 8.4 Protected species
None present
- 8.5 Storage of stripped topsoil/vegetation for reinstatement
Topsoil store in sealed bunds
Topsoil store in sealed bunds
- 8.6 Presence of contaminated standing water on site and removal method
None present
- 8.7 Water discharge or abstraction licences
None required
- 8.8 Do any archaeology/structures on site require protection?
None present
- 8.9 Storage of potential contaminants adjacent to watercourses:
- Potentially polluting material shall be stored on an impervious base, surrounded by an impervious bund e.g. fuel oil, hazardous chemicals, mitigation piles.
 - Equipment shall be stored away from watercourses or areas prone to flooding.
 - Refuelling will take place at least 10 metres away from watercourses, ditches or drains, 50m from wells, boreholes or springs.
 - All refuelling to static plant will be carried out with plant nappies used as spill tray.
 - Spillages of fuels/contaminant liquids will be dealt with by the use of dedicated spill kits. These are located at fuel stores and fuelling stations and in the COSHH storage area.
 - Concrete pumping operations will be within bunded area and washout to be into lined tanks.
- 8.10 Noise:
- Noise levels will be reduced at source to the lowest reasonably practicable level.

- Noise assessments will be carried out where any employee is liable to be exposed to noise at or above the lower action value.
- Where employees are likely to be exposed to noise at or above the upper exposure value, such areas will be clearly identified as ear protection zones. Notification must be given verbally by the Contract Manager James Boggis and/or Foreman to all those likely to enter the zones and displayed by the use of signage that complies with appropriate and current legislation.
- Where noise levels require, suitable PPE will be provided and instructions given on why, where and how it must be worn.

8.11 Dust:

- Haulage roads will be dampened down by attending bowser/tractor unit.
- Dust creating activities will be monitored and water suppression used. Appropriate PPE will be provided and instruction given on why, where and how it must be worn.

9.0 WELFARE

9.1 While every effort is made to ensure that welfare facilities are clean, stocked and serviceable any shortfalls must be immediately reported to the Site Manager for action.

Type	Used by	Location	Cleaning/ Maintenance
Self contained welfare	T&B	Parkland	All

10.0 PERSONAL PROTECTIVE EQUIPMENT (PPE)

10.1 The minimum PPE to be worn by all site and visitors on this site is:

- Hi-Visibility jackets to EN471
- Safety footwear to EN345P

Other task specific PPE may be required depending on the associated risk. This will be identified within the relevant risk assessment.

Signage will be provided to prevent unauthorised access and the induction training will ensure all personnel and visitors are aware of the emergency procedures.

11.0 TRAINING & COMPETENCE

- 11.1 All Tulloch and Boggis Limited direct employees are trained and will be CSCS/ CPCS cardholders for the equipment they will be required to operate.
- 11.2 Plant operator certificates/training evidence will be produced by all operators.
- 11.3 Supervisors must have either SMSTS or SSSTS qualifications. Details of these will be held on file.
- 11.4 Any training needs identified is to be addressed by Tulloch and Boggis and monitored to ensure compliance.

12.0 HEALTH & SAFETY FILE

12.1 All information required for the Health and Safety File will be passed on to the CDM Coordinator as required and in a timely fashion. The Health & Safety File content is understood to include:

- Names and contact details of all contractors, sub-contractors, suppliers and manufacturers;
- Copies of all manufacturers current literature for products used, listed in common arrangement order including all COSHH data sheets and procedures for cleaning and maintenance;
- Copies of all guarantees, warranties and maintenance agreements offered by sub-contractors and manufacturers;
- Copies of all test certificates and reports as required by the specification;
- General maintenance instruction;
- Legend for colour coded services.

13.0 MONITORING/ AUDITS

13.1 Tulloch and Boggis supervisors will carry out weekly Site Monitoring Reports (DN514) These will highlight any problems, bad practices, and good practices. Advice will be available and any improvements required will be noted and actioned accordingly. Our HSE Advisors or Compliance Manager will additionally carry out independent unannounced inspections.

14.0 **SITE RULES**

- Only personnel who have attended the site induction will be permitted to gain access to the works
- All personnel on this project must be trained and competent for their role.
Only authorised persons with approved certificates of training will be allowed to operate plant or equipment.
- All site plant vehicles will have flashing amber beacons, reversing alarms and rear view mirrors.
Other vehicles to operate hazard-warning lights.
- Reversing of heavy plant and HGV's must be under the supervision of a competent banksman.
- A Permit to Break Ground (template DN505) must be obtained prior to excavation work being carried out, including any ground penetration activities such as knocking pegs into the ground.
- Before entry into any area of controlled access or a confined space, a permit will be issued.
- A Hot Works Permit (template DN507) will be required prior to any hot works being carried out.
- Lifting Operations – should any lifting operations be required (including the use of slings on excavators), a Lift Assessment must be carried out by a competent person prior to lift operations.
- Only authorised persons will be allowed to erect, alter or dismantle any temporary works or excavation support.
- Only authorised persons to alter or remove plant or equipment.
- Leave welfare facilities in a clean condition, use toilet facilities provided.
- Report any incidents, unsafe practices / Near misses to your Ganger/Foreman, and ensure a record is kept at Head Office on the appropriate forms.
- Clear up and report any spillages of fuel, oil or any hazardous substances with the spill kits provided.
- Everyone is required to co-operate with their employer and the Principal Contractor so that they can carry out their statutory requirements under current legislation.
- Keep your work area clean and free from trip hazards.
Waste, etc. must be put into the skips, bagged or withdrawn from site as soon as possible. Care must be taken not to allow dust, debris, packaging, etc. to be blown around. Also ensure that all areas of the site are kept clean and tidy and trip hazards are removed. A tidy site is a safe site.
- Alcohol is strictly prohibited from all sites, or being under the influence of alcohol/ illegal substances.
Anyone found to be under the influence of alcohol or illegal substances will be immediately removed from site and may be subject to disciplinary action.
Only prescription drugs may be taken and your supervisor must be informed of any restrictions on driving/ operating machinery.
- Smoking is prohibited whilst on the project with the exception designated areas and with prior consent from T&B only.
- Fires will not be permitted on site.
- Working Hours 07:00 to 20:00, Mon to Fri. No lone working is permitted. All works will be undertaken during daylight hours, where possible. If task specific lighting is required, it will be provided with PC guidelines. If lighting is required, it will be positioned so as not to create an environmental nuisance.
- Radios. The use of radios on site is strictly prohibited.
- Employees may be requested to co-operate with random searches.

- Only authorised personnel will be allowed to take photographs.
- Personnel who abuse site rules and regulations will be subject to disciplinary action.
- Where uniforms are provided, these must be worn at all times whilst at work and laundered on a regular basis. Where uniforms are not provided, you should wear clothes appropriate to your job responsibilities, and they should be kept clean and tidy at all times.
- Do not use inappropriate language on site.

15.0 METHOD OF WORKS

15.1 Specific Safe Systems of Work will be available on site in the project file.

15.2 Method Statement Safety Briefings' will be provided in the site file.

15.3 Known hazards will be reviewed at the project pre-start meeting.

15.4 Risk assessments, method statements are to be prepared by any subcontractors and approved by T&B Contract Manager prior to works commencing on site. Where the information is insufficient, the subcontractor may be required to amend their information and resubmit for approval.

15.5 Risk assessments and method statements will be recorded and retained on site as part of the Tulloch and Boggis standard site procedures. Where the assessments are not sufficient the sub-contractor must be contacted urgently and a joint review carried out to establish a suitable safe system of work.

15.6 Inspection Test Plans. Any hold points for inspection will be identified on the Method Statement.

15.6 The following plant/equipment may be used for these works:

Plant and Equipment	Certificates Required
360 Excavators	Pre hire Service Record
Bulldozer	Pre hire Service Record
Articulated Dumper Truck	Pre hire Service Record
Forward Tipping Dumper Truck	Pre hire Service Record
Chain trencher	Pre hire Service Record
Agricultural Tractor	Pre hire Service Record
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
	N/A

15.7 Signs

Safety/warning signs will be erected to warn site personnel and the general public of danger. These will be erected on the "Heras" fencing surrounding the site compound.

15.8 Storage

All materials and plant will be stored safely and in accordance with manufacturers/suppliers recommendations. The compound and site will be used for material storage.

15.9 Security

Works area to be fenced utilising post and rope, with signage. All plant to be locked at night.

15.10 Traffic Management

All deliveries will be restricted to the following hours - from 08:00 to 16:00 hours to ensure segregation is maintained.

1.Plant Access and Egress to site from the parkland to north

14.90 Dust

Dust will be kept to a minimum, suppression techniques will be used where required or identified within the specific task risk assessment such as damping down during cutting operations or PPE use.

14.10 Existing Service

Existing Services - Service information has been sought from design information pack and statutory authorities, this information will be communicated and checked through permit to work and ground conditions survey prior to any excavation works commencing. A permit to dig will be issued as required.

It is acknowledged that the information in both the contract documentation and the design information pack should be considered regarding existing services.

14.11 Manual handling

Manual handling – sufficient controls will be implemented to minimise injuries resulting from manual handling. Staff will be trained in correct manual handling techniques.

14.12 Power Tools/Plant

- All electrical power tools will be 110v. Unless they are battery powered or powered by compressed air.
- All plant will be maintained in accordance with the Provision and Use of Work Equipment Regulations 1998
- All Plant and Machinery must be accompanied by the relevant proof of inspection and maintenance records.
- All electrical equipment will be PAT tested by a competent person.
- Any fire fighting equipment required for the contract/hot work will be available on site and be certified with in date service by competent person.
- All plant must be visually checked prior to use each time
- Weekly plant inspections must be carried out and records sent to the office
- Any persons found operating plant in an unsafe manner will be removed from site

16.0 SUBCONTRACTORS

16.1 Subcontractors will be employed for the following works:

- None
- Work 2
- Work 3
- Work 4
- Work 5
- Work 6
- Work 7

16.2 All subcontractors are assessed for competence using T&B Health, Safety, Environment and Safety questionnaire. Assessments can be viewed on request. Please contact Guy Tulloch at T&B Head Office.

Appendix A

Map to nearest hospital

Appendix B

General site layout showing traffic & pedestrian flows and
Emergency Assembly Point