

**CONTRACTOR'S HEALTH AND SAFETY PLAN**

<<One line description of the Extension project>>

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Issue and Approval Status:

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*This project health and safety*  
*work*

*<<Project description building*  
*>>.*

This is a living document to be maintained throughout the construction phase of the project.

developed throughout the lifetime of

The plan follows a format based on

THE GUIDANCE LEAFLET L153.

The document is supported by the

management system.

The development and implementation of procedures therein shall be independently audited by the company.

procedures therein shall be

Due regard shall be given to the health and safety of employees and others affected by the <<AB1 Extension>> project and the general public, staff and guests. At no time shall employees be at significant risk during the project and no construction activity on that puts the public or future operations at risk.

of employees and others affected  
the general public, staff and  
at significant risk during the  
on that puts the public or future

Health, safety and welfare shall be the company's policy of continuing improvement.

during the contract to reinforce the

## Health, Safety & Welfare Standards

*The <<AB1 Extension>> project shall comply with all relevant health, safety and industry good working practices and will strive to achieve standards of performance*

*Building Company>> who will comply with all relevant health, safety and industry good working practices and will strive to achieve standards of performance better than the legal minimum.*

Specific risk assessments will be conducted to identify the specific guidelines the company must comply with. Below is a list of the common Regulations that are restrictive:

commencing on site which will not comply with. Below is a list of the common Regulations that are restrictive: project; however this list is not

**Health & Safety at Work etc. Act 1974  
Management of Health & Safety Regulations 1999  
Construction (Design & Management) Regulations 2013  
Reporting of Injuries Disease and Dangerous Occurrences Regulations 2002  
Control of Substances Hazardous to Health Regulations 2002  
Health & Safety (First Aid) Regulations 1981  
Provision & Use of Work Equipment Regulations 1998  
Manual Handling Operations Regulations 1992  
Control of Noise at Work Regulations 2005  
Personal Protective Equipment Regulations 2002  
Regulatory Reform (Fire Safety) Order 2005  
Electricity at Work Regulations 1989  
Work at Heights Regulations 2005  
Control of Vibration Regulations 2005  
Control of Asbestos Regulations 2012**

1999  
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regulations 2013  
s 2002  
ed)  
92 (as amended)

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## 1. The Project

### 1.1 Project Directory

Name of Client: <<Name of Client>>  
Address: <<Address of Client>>  
Telephone: <<Phone number of Client>>

Principal Designer: <<Name of Principal Designer>>  
Address: <<Address of Principal Designer>>  
Telephone: <<Phone number of Principal Designer>>

Principal Contractor: <<Name of Principal Contractor>>  
Address: <<Address of Principal Contractor>>  
Telephone: <<Phone number of Principal Contractor>>

Principal Contractor  
Safety Advisor: <<Name of Principal Contractor Safety Advisor>>  
Company: <<Company of Principal Contractor Safety Advisor>>  
Address: <<Address of Principal Contractor Safety Advisor>>  
Office Telephone: <<Phone number of Principal Contractor Safety Advisor>>  
Mobile Telephone: <<Phone number of Principal Contractor Safety Advisor>>

CDM Advisor: <<Name of CDM Advisor>>  
Company: <<Company of CDM Advisor>>  
Address: <<Address of CDM Advisor>>  
Telephone: <<Phone number of CDM Advisor>>

Principal contractor  
Contract Manager: <<Name of Principal Contractor Contract Manager>>  
Office Telephone: <<Phone number of Principal Contractor Contract Manager>>  
Mobile Telephone: <<Phone number of Principal Contractor Contract Manager>>

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## Site Contact List - To Be Displayed

*Names listed in call priority following*

HEALTH & SAFETY ADVISOR

PROJECT MANAGER

SITE MANAGER/SUPERVISOR

OUT OF HOURS

EMERGENCY SERVICES

### 1.2 Scope of Works

<<The works are to carry out a De  
AB1 workshops to create a new st

### 1.3 Dates

Project Commencement Date:  
Estimated Duration:

### 1.4 Existing Environment

The existing environment consists  
perimeter with a number of trees a  
retail shops with offices above>>.

See risk assessments, method sta

### 1.5 Ground conditions

i.e.<<Existing ground conditions sl  
soils, to a depth of 3.45m>>.

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AB1 Extension>> project:

e>>  
he No>>  
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the above

i.e to build an extension to the

>>  
ks>>

a brick wall and fence boundary  
ing buildings are mainly used as

nation.

mixture of man-made and natural

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Over the last 12 months, the safety management programme has been aligned with the company's objectives – answering to

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2.1.1.3 Site Manager responsible for ensuring all works under their supervision are carried out in accordance with health, safety and welfare legislation and company safety procedures in accordance with the Health and Safety Plan.

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2.1.1.4 Site Supervisor: Responsible for ensuring they ensure that all works are carried out in a manner that ensures, so far that is practicable, the health, safety and welfare of themselves, their employees and those affected by the works.

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2.1.2 The selection of contractors and subcontractors; Contractor and Sub-contractor competence of contractors with regards to health and safety will be assessed at pre-appointment stage. Safety statements are to be provided in sufficient time for review and approval, etc. prior to commencement of works. Contractors will, prior to appointment, be required to provide evidence of competence in relation to health and safety matters.

## 2.2 Health and Safety Committee

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2.2.1 The Health and Safety Committee for the project are:

2.2.1.1 To be

2.2.1.2 To deal with safety issues before an incident occurs and to investigate any safety issues; and

2.2.1.3 To ensure that safety is promoted as an integral part of the project.

2.2.2 The Health and Safety Advisor will be responsible for all health and safety matters for the project. As part of his duties he will ensure that all relevant contractors are aware of the project. If appropriate he will arrange for a review of the project at the completion of the project. Any issues arising from the project will be reported to the Project Manager and the relevant contractors.

2.2.3 The day to day responsibility for health and safety issues will be the responsibility of the project team. All amendments to the Health and Safety Plan will be made in consultation with all relevant contractors.

2.2.4 A copy of the Health and Safety Policy is to be maintained at all times on the project site at all times.

## 2.3 Monitoring and review

L

2.3.1 The safety plan will be reviewed throughout the project which will be developed and reviewed throughout the project.

2.3.2 The company shall be responsible, in conjunction with the project and line management on the project, for ensuring that all relevant contractors are aware of the project on relating to health and safety, and that all relevant contractors are aware of the project in the plan, including

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continuing risk  
during the work

2.3.3 To ensure the  
plan on a monthly  
Principal De

2.3.4 In addition, s  
management  
the CDM Ad  
representativ  
issues relate  
the plan revi  
maintained o  
being provid

2.3.5 Any changes  
circumstances  
was prepared  
including Cl  
Advisor to di

2.3.6 These changes  
the project s  
procedures t  
informed.

## 2.4 Permits to work

2.4.1 Where appro  
installation a  
roof works, h

2.4.2 Daily 'hot wo  
and the use  
flammable m  
removed) in

2.4.3 Before issuin  
Company>>  
assessments  
out under the

2.4.4 Where a per

2.4.4.1 Copy  
display

2.4.4.2 Copy

2.4.5 On completi  
area/ activity  
safe. All copi  
shall be sign  
other is dest

## 2.5 Co-ordination & Co

statements, problems incurred  
meetings, etc.

y manager will review the project  
ular basis agreed with the Client/

shall take place involving site  
ves, where necessary/requested  
appropriate contractor  
safety, welfare and environmental  
n project>>shall be discussed and  
necessary. Minutes shall be  
ld in the plan as well as a copy

f works or unforeseeable  
n the initial health and safety plan  
g between the interested parties –  
Principal Contractor and CDM  
s.

shall be recorded and included in  
details of risks involved and safety  
ected by the changes shall be

system is to be adopted for the  
w electrical services, as well as  
high risk activities.

ed where welding, cutting, grinding  
ired. Plant, equipment or  
d with flame retarding materials (or  
permits' are in operation.

d issuer (the <<Building  
ck the requesting contractors risk  
against the works to be carried

ies must be made:

or requesting the permit, to be on

mit Issuer on file.

mit, an inspection of the permit  
'competent' person and declared  
site office and cancelled. They  
1 copy will be filed, whilst the

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2.5.7 To ensure every employee complies with any requirements, written safety inspections or audits shall take place in addition to the daily supervision by the Site Manager, who shall be agreed with the contractor before they commence work. There shall be no doubt as to the rules that must be followed.

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2.5.8 Where <<Building Company>> appoint any sub-contractor on the site, they shall give directions to co-ordinate other work affected by this project, they shall

2.5.8.1 Prior to the start of work, a meeting shall be held with the Client, Principal Designer, safety manager and other persons involved. The meeting shall be to discuss safety, welfare and environmental issues relating to the project, including:

2.5.8.1 Relevant

2.5.8.2 Safety

2.5.8.3 Relevant

2.5.8.4 Training

2.5.9 It will be decided by the project team which persons are required to review and discuss health and safety and environmental issues.

2.5.10 Throughout the project, the Building Company>> Site Management and Health & Safety Team shall monitor and co-ordinate all other regular review meetings.

2.5.11 Minutes of all meetings shall be kept in the project safety file and made available to the Designer and CDM Advisor.

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2.6 Exchange of design information between the Client, Principal Designer, Principal Contractor, CDM Advisor and sub-contractors.

2.6.1 Where there are changes to the design or programme, the Building Company>> shall ensure that the Client, Principal Designer, Principal Contractor and Sub-Contractors to ascertain the implications of any changes.

2.6.2 There will be regular meetings to ensure the continued coordination of the project and the implications of any documents or drawings.

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## 2.7 FIRE AND EMERGENCY

2.7.1 A pre-start fire safety assessment shall be undertaken and a Fire and Emergency Plan shall be developed by the Building Company>> safety team. The plan will be updated as needed as the project progresses and shall be controlled and coordinated at all times by the Building Company>> Health & Safety Advisors.

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2.7.2 A Site Emergency Plan, the Site Security Plan and the Site Security Plan

to be displayed at each Fire Point, the Site Security Plan and where appropriate, the

2.7.3 Once the building has been constructed and has actual rooms and corridors, a list of the evacuation routes shall be shown to all site staff, current and future. These

and has actual rooms and corridors, a list of the evacuation routes shall be shown to all site staff, current and future. These

2.7.3.1 FIRE EXITS AND POSITIONS OF FIRE EXIT SIGNS

AND POSITIONS OF FIRE EXIT SIGNS

2.7.3.2 LOCATION OF FIRE ALARMS

LOCATION OF FIRE ALARMS (if appropriate);

2.7.3.3 LOCATION OF FIRE FIGHTING EQUIPMENT; and

LOCATION OF FIRE FIGHTING EQUIPMENT; and

2.7.3.4 LOCATION OF FIRE POINTS.

POINT.

2.7.4 All site staff shall be trained in the details of the evacuation plan and the routes to be followed during induction.

details of the evacuation plan and the routes to be followed during induction.

Emergency Services Dial 999				
Should any emergency incident occur (listed in order of priority).			MUST be informed	
	Position	Name	Number	Work Number
1	Principal Contractor Site Manager	<<Name>>	<<Number>>	
2	Health & Safety Consultants	<<Name>>	<<Number>>	<<Phone>>
3	Principal Designer	<<Name>>	<<Number>>	<<Phone>>
4	Client	<<Name>>	<<Number>>	
5	CDM Advisor	<<Name>>	<<Number>>	<<Phone>>

2.7.5 During induction, all site staff shall be trained on action to take following any accident or emergency incident.

training on action to take following any accident or emergency incident.

2.7.6 Where appropriate, first aid kits and fire extinguishers shall be provided.

Where appropriate, first aid kits and fire extinguishers shall be provided.

2.7.7 An assessment shall be carried out to ensure appropriate fire points are identified and fire points are taken, including setting up of

storage facilities or compound to ensure appropriate fire points are taken, including setting up of

- 2.7.8 Means of Emergency escape management: Building Company>> site escapes are maintained at all times.
- 2.8 Site Security
- 2.8.1 The site shall be managed in the following way:
- 2.8.1.1 <<Eg>> shall be placed around the perimeter of the site boundary.
- 2.8.1.2 <<Eg>> shall be placed around site, including "no unauthorised entry" and that all visitors must be authorised.
- 2.8.1.3 <<Eg>> shall be placed around site, including "no unauthorised entry" and that all visitors must be authorised. All visitors shall have their names recorded in the site register and that no unauthorised persons shall be allowed onto site without authorisation. Authorisation can only come from the site manager in the case of an emergency.>>
- 2.8.1.4 <<Eg>> shall be placed around site, including "no unauthorised entry" and that all visitors must be authorised. All visitors shall have their names recorded in the site register and that no unauthorised persons shall be allowed onto site without authorisation. Authorisation can only come from the site manager in the case of an emergency.>> All visitors must receive an induction talk and shall be responsible for this talk – which will include safety rules.
- 2.8.2 The above shall be enforced. All persons except authorised persons are excluded from site. Any person found on site without authorisation shall be removed immediately.
- 2.9 Welfare & First Aid
- 2.9.1 Sanitary Comfort Facilities
- 2.9.1.1 The welfare facilities at the <<AB1 Extension site>> shall be provided for site staff for the duration of the project. See the site compound. See the attached drawings for details of the welfare facilities.
- 2.9.1.2 Sanitary facilities shall be regularly maintained in good condition.
- 2.9.2 Drinking Water
- 2.9.2.1 An adequate supply of drinking water shall be provided for site staff.
- 2.9.3 Accommodation Facilities for Changing
- 2.9.3.1 Adequate space shall be provided to allow site staff to change and enable them to change into their work clothes.
- 2.9.4 Facilities for site staff to rest and eat
- 2.9.4.1 Facilities shall be provided for site staff to rest and eat.

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- 2.10.7 Where possible, the injured person shall only be moved if he is exposed to further harm or the risk of harmful gases or structural collapse.
- 2.10.8 The injured person shall remain with him at all times to monitor his condition.
- 2.11 Near Misses
- 2.11.1 Near Misses shall be recorded on the appropriate form, this will be kept on site and the Safety Advisor notified on his next visit.
- 2.11.2 All accidents shall be reported on monthly reports forms.
- 2.12 Traffic management
- 2.12.1 <<Eg No delivery vehicles shall be permitted to manoeuvre in the site without a bay marker. >> will be arranged with the Site Manager.>>
- 2.13 Occupied properties
- 2.13.1 <<Eg Location of adjacent properties shall be noted on street. Party wall consent has been applied for.>>
- 2.14 Working hours
- 2.14.1 <<Eg 08:00 to 18:00.>>
- 2.15 Traffic/parking/delivery
- 2.15.1 <<See 2.12.1.>>
- 2.16 Boundary issues
- 2.16.1 <<Consider the impact of the site on the boundary.>>
- 2.17 Hazardous materials
- 2.17.1 COSHH
- 2.17.2 Before any site work, if appropriate, a COSHH Risk Assessment shall be carried out, using the MSDS as supplied by the manufacturer.
- 2.17.3 A company COSHH register shall be maintained on site.
- 2.17.4 Generic COSHH measures shall be undertaken in respect to all activities.
- 2.17.5 These assessments shall be carried out as on additional materials of the site.



- 2.17.6 Work shall not be undertaken until a COSHH assessment has been undertaken.
- 2.17.7 Regular monitoring assessments shall be undertaken to ensure the applicability of the COSHH assessments to the <<AB1 Extension project>> and the results of the assessments produced is being communicated to the personnel involved in the project.
- 2.17.8 All COSHH information shall be controlled by the project manager.
- 2.17.9 All such COSHH assessments shall be placed in the project safety file.
- 2.17.10 The COSHH assessments shall be made available at all times in the project safety file to the H&M Advisor upon his request.
- 2.18 Suspect Materials
- 2.18.1 If at any time during the project any suspicious materials (i.e. asbestos, lead, etc.) are uncovered, work will cease immediately. The area shall be cordoned off, the Safety Officer notified, and the area sealed, with access prohibited.
- 2.19 Asbestos
- 2.19.1 <<Eg As the project progresses, it has been assumed that no asbestos is present.>>
- 2.20 Contaminated soil
- 2.20.1 <<Eg A ground investigation has been carried out and shows evidence of no contamination.>>
- 2.21 Vermin infestation
- 2.21.1 <<NA.>>
- 2.22 Dust
- 2.22.1 <<Eg The site manager shall ensure that his works area is kept clean. As far as practicable that his works area will be cleaned every night.>>
- 2.23 Work at Heights
- 2.23.1 To comply with the Work at Heights Regulations 2005 <<Building Company>>
- 2.23.1.1 Work at heights shall be planned, adequately supervised and carried out by competent personnel.
- 2.23.1.2 Unless it is not practicable, <<Building Company>> shall take measures to prevent as far as practicable any person falling a distance liable to cause personal injury.
- 2.23.2 Whilst working at heights, <<Building Company>> employees shall, so far as practicable, take and sufficient steps to prevent the fall of any material or object. If it is not possible to prevent objects falling, <<Building Company>> shall take suitable and sufficient steps to prevent any falling object.
- 2.24 Manual Handling

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2.24.1 In accordance with the Lifting Operations Regulations 1992, wherever possible, equipment will be transported using mechanical aids, dollies, forklifts etc. Where it is not feasible, <<Building Company>> will ensure sufficient staff are available to move the items. <<Building Company>> staff are trained in moving and handling materials.

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## 2.25 Noise and vibration

2.25.1 In compliance with the Control of Vibration at Works Regulations, <<Building Company>> shall make a suitable and sufficient assessment of the risk to employees whose work exposes them to vibration. The assessment shall identify the control measures that must be taken to meet the requirements of these Regulations.

2.25.2 In conducting the assessment, <<Building Company>> shall assess daily noise levels by the following means of:

2.25.2.1 observation of working practices;

2.25.2.2 reference to the manufacturer's information on the probable magnitude of vibration to the equipment used in the work; and

2.25.2.3 if necessary, measurement of the magnitude of vibration to the equipment to be exposed.

2.25.3 <<Building Company>> Environmental and Health and Safety Advisor will monitor noise levels in the workplace and where noise levels are exceeding the action level, Mandatory PPE zones will be established and employees informed.

2.25.4 Consideration will be given to noisy works taking place near to adjoining properties. <<Building Company>> Project Manager/Site Manager shall ensure that the owners of said properties are kept fully informed of the works and the impact upon their quiet enjoyment of their property.

2.25.5 Where members of the public are likely to be affected by the works, consideration will be given to erecting/shielding the noise likely to be caused by the works.

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## 2.26 Plant and equipment

2.26.1 <<Building Company>> shall ensure that all equipment supplied by them is safe. In addition, all equipment used by subcontractors shall be PAT tested before being used on site.

2.26.2 Where appropriate, <<Building Company>> equipment shall be maintained in good order at <<Building Company>> office.

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## 2.27 Storage of Materials

2.27.1 All materials shall be stored in sufficient quantities in a secure area. All flammable materials shall be stored in lockable containers. Only one container will be within the site working area. All containers shall be stored in a flame resistant area.

- container; all materials to health will be stored as per manufacturer's instructions.
- 2.28 Electrical / Services
- 2.28.1 All electrical work must be carried out by a competent person who has met the requirements of the Institution IEE Wiring Regulations and must demonstrate their ability to work to the standards prescribed in BS 7671:18.
- 2.28.2 All live services to be worked on will be identified prior to works commencing and the necessary precautions will be taken to ensure that no work that will be worked on will be energised.
- 2.28.3 All temporary works will be undertaken by competent persons. After completion, the works will be tested and tested, a copy of the Test Certificate will be provided to the relevant sub-contractor and maintained.
- 2.28.4 Before any ground works are carried out, the Principal Contractor will ensure that checks have been carried out for the presence of services. If services are found in the vicinity of the works, it has been confirmed that they are not live.
- 2.29 Working near general public
- 2.29.1 <<Building Company>> will ensure that at no time are the general public put at risk during the works being carried out by them or their sub-contractors. For this project this will include ensuring that the works are properly risk assessed and that appropriate control measures put in place.
- 2.30 Waste disposal and removal
- 2.30.1 All waste materials will be removed from site for disposal in accordance with <<Building Company>> waste management policy. Waste materials will be removed from site for disposal by licensed contractors. At no time will any toxic/hazardous materials be allowed to enter the public waste system.
- 2.31 Design Changes
- 2.31.1 Any changes to the design will be confirmed that there has been due consideration of the risks associated within the revised design.
- 2.32 Health & Safety File
- 2.32.1 The <<Building Company>> will ensure that the Principal Designer or Principal Contractor will track the health and safety information provided by the sub-contractors and will, two weeks before the completion of the project, provide a second letter to subcontractors of the need to provide the health and safety file.
- 2.32.2 The H&S file will be maintained by the Principal Designer/Health and Safety Manager/Health and Safety Officer during the period for the project and before the completion of the project.

- information for the consequences of not providing the information.
- 2.33 Shared Equipment
- 2.33.1 If the need arises, the project <<Building Company>> shall appoint an employee whose name shall be made known to all employees on the site safety notice board.
- 2.33.2 This person shall be responsible for the condition of equipment including the recording of faults, maintenance, instructions, and limitations. This information shall be recorded and placed in the project safety file.
- 2.34 Site Induction & on-site training
- 2.34.1 At the start of the project <<project>> project all employees shall receive an induction. This will include the following:
- 2.34.1.1 Relevant personnel on site – Line managers, First Aid Officers, etc.
- 2.34.1.2 Out of hours contact details
- 2.34.1.3 Specific hazards on the project and associated control measures
- 2.34.1.4 Emergency evacuation of fire stations, First Aid points, etc.
- 2.34.1.5 Traffic routes
- 2.34.1.6 Site boundaries
- 2.34.1.7 Personal protective equipment
- 2.34.1.8 Welfare facilities
- 2.34.1.9 Any other relevant information such as storage, access, working hours;
- 2.34.1.10 Prohibited areas;
- 2.34.1.11 Project safety programme.
- 2.34.2 In addition to the induction, employees shall receive any specific training required and toolbox talks on relevant subjects.
- 2.34.3 Records of all training shall be maintained and along with copies of any training certificates shall be held in Training section of the file.
- 2.34.4 Further information shall be provided to staff in two ways:
- 2.34.4.1 Safety briefings to employees on safety matters during the project. These shall be signed for by those receiving the information.
- 2.34.4.2 Safety information shall be posted in the project safety file in a position for the information of all employees. This shall include:
- Project safety file;
  - First Aid certificate;
  - Emergency contact details;
  - Emergency numbers;

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2.34.5 All visitors shall be provided with safety information prior to being allowed onto the site.

## 2.35 Monitoring Arrangements

2.35.1 The following arrangements shall be put into place to achieve compliance with the requirements of the Health and Safety Act 1974:

2.35.1.1 legal

2.35.1.2 health and safety policies developed for this project;

2.35.1.3 to ensure that all site standards are achieved and the company safety management system is maintained.

2.35.2 Pro-active Monitoring

2.35.3 As stated within the Health and Safety Management Plan, the view that "Managers should ensure the achievement of objectives which they and their sub-ordinates are responsible for direct implementation and monitor compliance in detail".

2.35.4 Line managers shall ensure that safety procedures are being taken.

2.35.5 In addition to the project manager or safety manager shall report on a monthly basis – or more often when necessary.

2.35.6 Where a permit to work is issued, the advice of the safety or line manager shall be carried out by operatives – and no work shall be taken on site.

2.35.7 The <<Building Control>> project. They will not only look at the project but also inspect records, plant etc to ensure that the project is completed.

2.35.8 All audits shall be carried out by the Safety Department and regular project itself and benchmarking the project will receive copies of the project.

2.35.9 Where a non-compliance report shall be issued rectified within a specified time. Action requests shall be recorded.

2.35.10 The safety of the company shall be maintained within the company including the <<AB1 External>> project.

2.35.11 Periodic surveys on key aspects of health and safety shall be carried out using the Climate Tool or similar.

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- ## 2.37 Site Rules

2.37.3 The rule shall be explained verbally to all staff, contractors and visitors and signed form.

2.37.4 Where necessary, the rule shall be posted on the project notice board and entered in the project log.

2.37.5 General Site Rules

2.37.5.1 You must wear safety harness at all times, and safety helmets etc when directed by <<Building Company>> as conditions dictate.

2.37.5.2 You must keep the work area as tidy as possible.

2.37.5.3 You must ensure that tools and plant are always stored safely.

2.37.5.4 You must use equipment correctly, getting help if needed.

2.37.5.5 You must ensure that all equipment are protected.

2.37.5.6 You must ensure that all equipment are free from damage, dry and free from hazard.

2.37.5.7 You must ensure that all designated "No Smoking" areas.

2.37.5.8 You must ensure that all scaffolding or safety equipment and other workers benefit.

2.37.5.9 You must not eat or drink at your work place, unless necessary.

2.37.5.10 You must not drink alcohol on site, directly prior to or during work or engage in horseplay.

2.37.5.11 You must not store hazardous materials unless they are approved by <<Building Company>> Safety Advisor.

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### 3. Risk Assessments

- 3.1 The attached are risk assessments for the <<AB1 Extension project>> project.
- 3.2 Where necessary <<Building Company>> Health and Safety Consultant will undertake risk assessments and these will be entered into the project risk register.
- 3.3 Any risk assessments for subcontractors shall be assessed by the <<Building Company>> Safety Manager to ensure they have been properly identified, evaluated, adopted and controlled for the project.
- 3.4 Where a number of subcontractors are exposed to the same risk <<Building Company>> shall prepare a common assessment. All parties will abide by the assessment.
- 3.5 Where a problem arises or when a common assessment has been prepared <<Building Company>> Health and Safety Advisors shall take the lead role to ensure the principle of prevention and protection are applied and what measures need to be taken as described in Appendix 1. This will include the measures to deal with the risk involving all contractors or one contractor acting on the assessment will be incorporated into the safety plan.
- 3.6 During the works the risk assessment process shall be jointly undertaken by the Project Manager and a person who will work in conjunction with the <<Building Company>> Safety Manager.
- 3.7 Risk assessments and assessments by the <<Building Company>> Health and Safety Advisor shall be undertaken thoroughly utilising all the information available for the project completion.
- 3.8 Safe systems of work shall be based on the information provided by the assessment.
- 3.9 It is incumbent on the <<Building Company>> to communicate the findings associated with each task and the assessment to all works personnel.



#### 4. Method Statement

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