

M Forfar

Health and Safety Method Statement

Construction Works

at



**70 Jubilee Road
Waterlooville
Hampshire
PO7 7RE**

Contract Details

Client Name:

M Forfar
13 Castle Road
Southsea
Hampshire
PO5 3DE

Tel: 07855 021545

Site location:

70 Jubilee Road
Waterlooville
Hampshire
PO7 7RE

Description of Works:

Phase 1 – Sub Division of existing 4 bedroom house into 2 No 3 bedroom semi detached houses, including rear and side extensions and the erection of 1 No 3 bedroom house with access and parking to the rear

Programme of Works:

Commence on site - March 2nd 2015 -
(proposed date)

Duration:

Approximately 26 weeks

Working Hours:

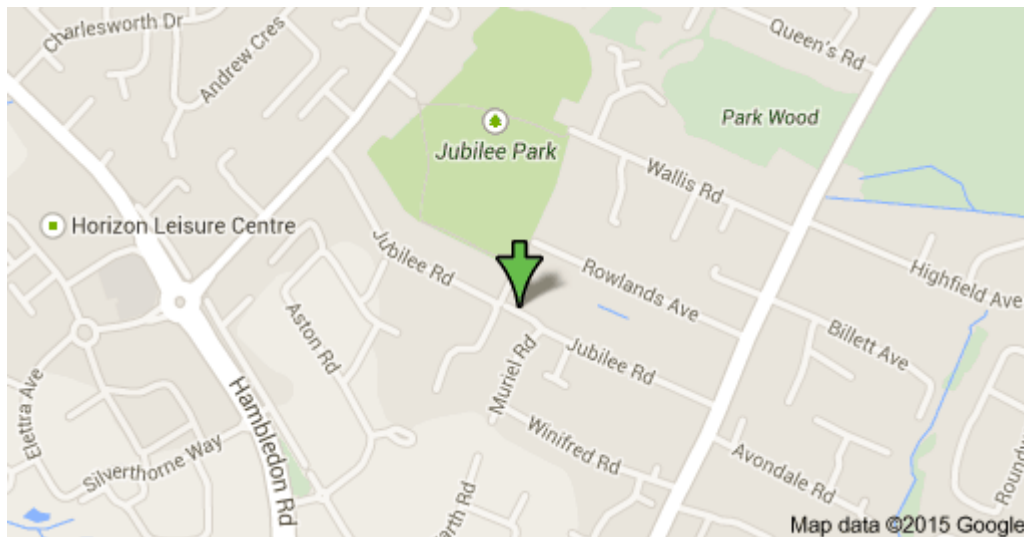
Monday - Friday 08.00 – 16.30/18.00
Saturday 08.00 - 13.00
There will be no working on Sundays

General sequence of works:

The main elements of the work are as follows:

1. Site set up / security systems
2. Check for and Isolate any supplies (if required)
3. Remove obstructions
4. Clear out redundant material
5. Erect walls and internal fitting out to existing
6. Excavate for foundations for extensions
7. Excavate for foundations for new build property
8. Remove materials from site (constantly throughout project)
9. Paving and roadwork's
10. Reinstatement of area
11. Making good
12. Clearance of site

Existing Environment:



The existing site is predominantly residential. There are local shops, schools and commercial buildings in the vicinity.

There are adjacent buildings which should not be affected by the works, the parking will be in the work area and access is good in most circumstances, it is a requirement of the contract to fence off all work areas where there is a risk of injury to any member of the public/visitors to site.

We will erect a boarded type hoarding around the site at 2400 high, this will be from OSB/Sterling Boarding.

Access through Jubilee Road is tight, we will take care when deliveries and collections take place from our site.

There are demountable traffic bollards at the junction of Jubilee Road and Milton Road, we are currently negotiating with the Highways department to obtain keys for them which would eliminate a considerable amount of disruption and difficulties.

Large delivery vehicles will be directed through Milton Road to gain site access, which would cause the minimum amount of disruption to neighbouring properties and road users.

The area to the front of the site will be kept clear of materials etc as it will continue to be used by site personnel, visitors and members of the public. Site storage and facilities will allow for this.

All goods requiring 'dry' storage will be kept within the existing garage at the side of the property, other materials will be off loaded to the rear of the site at the existing hard standing areas.

All plant and equipment will also be stored to the rear of the property on the hard standing.

The boundaries will be fenced and kept clear of plant and materials to prevent damage and theft.

Due to the nature of the work site and its location it is not envisaged that there may be problems with theft, vandalism and illegal entry to the site after working hours, however, security of the site will allow for this risk.

The site will be used to store waste material, provision for removal of spoil will be at the side access, it will be ensured that the waste does not pose any hazards, when collected a banksman will always be in attendance.

All construction traffic will be parked to the right of the site, off from the road on a new hard standing area where the proposed new driveway will be situated.

Planning Restrictions:

There are no known planning restrictions to affect the construction work.

Working hours will be restricted to Monday - Friday 08.00 – 16.30/18.00 & Saturday 08.00 – 16.30 due to the close proximity of residential properties.

There will be no working on Sundays.

It has been recommended by the ecology and environmental consultant that:

The vegetation around the site that will be impacted by the proposed development is kept short (below 50mm) to keep the habitat sub-optimal for reptiles.

The vegetation around the plot should be cleared over the winter period.

All building materials must be stored on areas of hard standing or on raised pallets or sealed-based containers at least 5m away from suitable reptile habitat to prevent reptile colonisation during works.

We will ensure that the above recommendations are followed on this project

Gas, water, sewage, electricity and telecommunications serving / crossing the site:

There are services to the site at present, these will be disconnected prior to any demolition/removal or groundworks should they interfere with the work on the building.

All excavation works during the project will allow for the provision of risk assessments containing safe precautions whilst working around any services.

Water, telecom and electricity supplies will be available as necessary.

Existing ground conditions:

There are no known problems with the ground conditions, however, the initial groundworks will require 'battering back' to a suitable angle, this will prevent 'slippage' and risk of injury to site personnel.

Vehicle and pedestrian access to the site is good, the access to the work areas will be fenced off temporarily. There shall be no obstruction of the adjacent pathways by vehicles, equipment or materials

Existing structures:

There is an existing structure to remain on the work site, which will be adapted and refurbished as the current planning approval permits.

Significant Health and Safety hazards:

Due to the proximity of the work area to adjoining properties, we will take all possible precautions to ensure that no materials or equipment can fall/leave the works during the contract period.

Significant Risks and hazards:

- Risks working around overhead and underground services
- Excavation
- Manual handling
- Slips trips & falls
- Minor strip out/demolition works
- Cement
- Diesel

Personal Protective Equipment (PPE):

- Safety footwear
- Hi – Visibility Vests
- Head protection
- Eye protection
- Hand protection
- Respiratory protection (suitable mask)
- Ear defenders

Plant & Equipment:

- 13 Ton excavator
- 1.5 Ton excavator
- 2 x 6 Tonne dumper
- Ride on roller
- Breaker
- Fuel bowser
- Hand tools

COSHH:

- Diesel

Training:

- All operatives suitable experience and competent
- All operatives CSCS qualified
- We will have a nominated first aider on site at all times work is in progress

Scope of works:

1. Inspect work area and liaise with Site manager
2. All personnel and any contractors used during this project will be inducted and informed of the risks and hazards of the job and location.
3. Toolbox talks will be carried out regarding work requirements of the proposed shift.
4. Carry out CAT scan of work areas before any excavation works
5. Erect warning signs and barriers
6. Liaison will take place regularly with the architect and local authority inspectors and their representatives, taking care to adhere to their requirements, a regular meeting will be instigated to ensure that this procedure is carried out.
7. The initial works will be that of site clearance and any small removal works of redundant items in the work areas, to a localised waste area.
8. Carry out internal works to existing property.
9. Remove existing shrubs and plants for construction area.
10. Reduce site levels using the 13 Ton excavator
11. Load 6 Ton dumper, remove spoil to designated area, cover spoil with polythene sheeting.
12. Set up stop blocks (timber sleeper) to prevent dumper entering trench or working too near edge.
13. Set out new building foundations as per current drawings.
14. Earthwork supports will be used if ground conditions are poor.
15. Excavate foundations, load dumper and remove to spoil area.
16. All open trenches barriers will be used and signage erected to warn of hazards.

17. Foundations will be mass filled using ready mix gen3 concrete from delivery vehicle.
18. Backfill around foundations using spoil.
19. Lay all internal drainage as per specifications.
20. Lay all external storm and foul sewer drainage.
21. Excavate soak away and remove spoil to waste area.
22. Place soak away boxes immediately into open excavation.
23. Reduce levels to provide private parking areas and pathways.
24. Level out type 1 sub base to all areas and compact using ride on roller
25. Excavate for services.
26. Lay pre-cast concrete kerbs and edgings using manual handling lifting device.
27. Lay Marshalls Keyblok setts by hand on sand and grit sub base.
28. The site will be maintained in a clean and tidy condition at all times, clearance at the end of each shift is imperative and will be carried out.
29. All tools used throughout this project will also be maintained in good order, any electrical tools used will have been subjected to regular testing by the contractors representative.
30. All works will be inspected and approved by Farnrise site agent/manager

Location of site access and exit points:

Site access will be from front of site only using banksman for all delivery and removal vehicles.

Temporary site accommodation:

The positioning of Site accommodation and storage compounds is to be agreed as per specific project, however, these will be provided by the Principal Contractor.

Unloading and storage areas:

Designated storage areas as above unless materials deliveries are direct to the place of use if appropriate,

e.g. Handrails etc. (use of banksman at all times for delivery and loading)

Traffic/ pedestrian routes:

Separate vehicle and pedestrian thoroughfares for site traffic, where possible are to be maintained by constructing temporary routes as appropriate given the area available.

Traffic/site plant management plan

To ensure a safe working environment for all personnel and visitors we will:

Provide this detailed plan which will be displayed on the site notice board and in the mess areas

- **Vehicle and pedestrian separation**

We will plan the work to minimise traffic movement and where possible exclude pedestrians from high-risk areas by the use of suitable barriers. Implement safe working procedures, instruction and training. Where practical, we will establish pedestrian routes from the site entrance to offices/welfare facilities and also between these facilities and the work area. Constantly keep these routes under review and pay particular attention to safety of public and emergency vehicle access.

- **Vehicles reversing**

We will avoid reversing if possible. Select vehicles with good all round visibility or ensure safety aids such as CCTV, reverse-warning signals, flashing lights, convex mirrors etc. are used. Keep pedestrians away from such areas by use of barriers if necessary. Ensure banksman is used if driver's visibility of surrounding area is not good. Vehicles will generally be supervised when reversing unless the area is a pedestrian exclusion zone.

- **Vehicle movements on site**

We will establish speed limits, height, width and parking restrictions where possible and consider measures for traffic calming and crossings. Locate and show on site plan the location of gas and electricity services and any other hazards highlighted in the safety plan.

- **Vehicles entering and leaving site**

Due consideration will be paid to pedestrian and traffic safety by all vehicles entering and leaving the site. Where local conditions dictate a specific route or procedure, this will be communicated to suppliers and any sub-contractors prior to commencement of work. On sites where a number of access points are used, a system of gate identification will be considered to aid performance. The corresponding number or letter should be used to direct vehicles.

- **Ground conditions**

We will consider the ground conditions in relation to traffic management on site and in particular hazardous ground features which may arise from such things as water courses and underground streams, contaminated land, former landfill activities and ground likely to be affected by heavy rain. Where vehicles are required to tip on site ensure that they tip on level ground so as to avoid the possibility of overturning and/or failure of tipper hydraulic rams when extended.

- **Overloading or insecure loads**

We will ensure vehicles are not overloaded and that loads being carried are secure

- **Unintended movement of vehicles**

Our aim is to prevent or control unintended movement of vehicles. Vehicles will not be left un-attended when engines are running and will be parked to avoid run-away or be appropriately chocked to avoid such event

- **Steep gradients and open edges**

Where possible we will reduce gradients and restrict vehicle use to those machines that have the capabilities to work safely in these conditions. Use stop blocks and other substantial barriers to keep vehicles away from edges. Post warning signs as necessary to indicate hazard areas.

- **Traffic route visibility**

We will maintain line of sight visibility especially at the entrance to site but also elsewhere if it may be a problem. Introduce traffic control by use of lights, mirrors, speed restrictions and warning signs as determined by the risk assessment.

- **Material deliveries**

We will make arrangement for the delivery of materials to site taking into account local conditions such as traffic congestion at peak times and school start and leaving times.

No off-loading or loading (including slinging) will take place beyond the site boundary. Where this has to be considered for practical reasons then a specific detailed risk assessment and method statement must be drawn up to control the activity. The Safety Department will be involved, as the Local Authority, Emergency Services and possibly bus companies need to be consulted.

- **Unauthorised passengers**

No person will ride in or on any vehicle unless there is correct seating provided and properly used.

- **Obstructions and services**

We will provide physical protection such as goalposts and warning signs at overhead obstructions and services and prevent unsuitable vehicles entering the site.

- **Noise and vibration**

We will select equipment, vehicles with noise and vibration damping.

- **Dust**

We will control emissions of dust from the development by the use of wet spray when carrying out clearance and demolition works, and by the use of a vacuum systems for all cutting works i.e. timber brick etc

- **Driver's competence**

Only authorised and competent persons will be permitted to drive vehicles. We will check training certificate and ensure they attend site induction training where specific site hazards are explained to them.

- **Further advice:-**

- Workplace Transport Safety-HSG 136 HSE Books
- The Safe Use of Vehicles on Construction Sites-HSG 144 HSE Books
- Sheeting and Unsheeting of tipper Lorries-HSG 148 HSE

Existing welfare facilities:

Not applicable.

There is no overlap with other undertakings however, car parking areas will continue to be used by members of the site construction team throughout the duration of the project

Restrictions on times:

As previously stated - Monday - Friday 08.00 – 16.30/18.00
Saturday 08.00 - 13.00
There will be no working on Sundays

NOTE:

We are requested to ensure that no works or ancillary operations associated with any demolition, excavation, clearance and construction works at the development, which are audible at the site boundary, shall take place on any Sunday or Bank Holiday/Public Holiday nor on any other day except between the following times:
Monday - Friday: 08.00 - 18.00 and Saturday: 08.00 - 13.00

This is in order to protect the occupants of nearby residential properties from noise and vibration nuisance

Restrictions on access:

None known at this stage of the project

Other restrictions:

- We have been requested by Havant Borough Council Environmental Health Pollution Team to ensure that we will control any dust that might emanate from the development site, for the protection of nearby residents and properties.
- No Bonfires will take place on site during any phase of the works, i.e. demolition, excavation, clearance and construction works.
- No vehicles to be driven within the fenced area around grounds (avoiding all plant and vegetation)
- The sites will be a head/Hi-Vis and foot protection area.
- Reflective/Hi Visibility (Hi Vis) vests will be worn at all times

Permit to work will apply for the following activities (where required):

- All hot work
- Any lead works, burning and torch systems
- Company Induction required (from Principal Contractor)

Emergency procedures:

In accordance with the Principal Contractors Stated Health & safety policy.

Contractor design works:

We shall ensure that the client shall be appraised of any design carried out or any sub-contractor, and of the risk assessment that is carried out in association with this design and the works, at a time sufficiently in advance of the execution of those works to allow an appraisal and risk assessment to be carried out.

Any hazardous materials to be used or techniques employed will be detailed.

If not possible before, then formal notice of the situation should be issued to the client representative or at the next Site Meeting.

Design alterations:

We shall be appraised of any alterations to the design, subsequent to the operations commencing.

We shall ensure that where the alterations have an impact on Health & Safety issues, the designers risk assessment will be submitted to the client at a time sufficiently in advance of the execution of those works to allow evaluation of the revisions.

If not possible before, then formal notice of the situation will be issued to the clients representative at the next Site Meeting.

Risk Assessments

OPERATIONAL RISK ASSESSMENT

ACTIVITY: Excavating for foundations, drainage and to reduce levels

NOTE: COMPLETE A SEPARATE SHEET FOR EACH OPERATION/ACTIVITY

RISK ASSESSMENT			
HAZARDS: COMPLETE HAZARDS CHECKLIST (1)			
COMPLETE CHECKLIST S (2) (3) (4)			
SIGNIFICANT RISKS:-			
Manual handling injuries Personnel interface with large mobile plant items Collapse of excavation sides Ground contaminants Personnel/materials/plant falling into excavation Flooding Possible contact with live underground services Undermining of foundations Uncontrolled breaking of live drains giving rise to biological hazards Vermin related risks such as veil's disease Noise from plant such as pumps and the like Collapse of excavation sides due to excessive spoil heaps at excavation sides Vehicles reversing into excavation Fumes from plant Third party risks			
PERSONNEL AT RISK	OPS	Others	Child
YES	x		
NO		x	x
	1	2	3
POTENTIAL SEVERITY OF INJURY OR ILLNESS (TICK BOX)			
1) FIRST AID			
2) REPORTABLE	x	x	
3) FATAL			
	1	2	3
PROBABILITY OF INJURY OR ILLNESS (TICK BOX)			
1) UNLIKELY			
2) POSSIBLE	x	x	
3) LIKELY			
RISK EVALUATION			
POTENTIAL x PROBABILITY	2 x 2 = 4		

CHECKLIST		
(1) HAZARDS	YES	NO
Untied ladders	x	
Manual Handling	x	
Fall On Flat	x	
Fall-Ladders, Scaff/Tower	x	
Fall-Holes, Exposed Edges	x	
Contact With Underground Services	x	
Materials Falling Onto Personnel	x	
Machine/Personnel Interface	x	
Contaminated Ground	x	
Noise/dust	x	
Collapse Of Excavation Sides	x	
Undermining Of Existing Foundations	x	
(2) EQUIPMENT NECESSARY	YES	NO
Ladder	x	
Steps/Bandstands	x	
Mobile Scaffold	x	
Scaffolding	x	
Lifting Availability	x	
Mechanical Hoists	x	
Power Platform		x
Cradle		x
Excavation Shoring	x	
Excavator	x	
Dumper	x	
Pumps	x	
Jack hammers/wackers, etc	x	
(3) PERSONAL PROTECTIVE EQUIPMENT	YES	NO
Hard Hat	x	
Protective Footwear	x	
Eye Protection	x	
Face Visor	x	
Gloves	x	
Overalls	x	
Hearing Protection	x	
Body Harness	x	
Securing Points	x	
Hi Viz Jackets/vests	x	
Respiratory Equipment		x
(4) TOOLS/MATERIALS	YES	NO
Trade Tools	x	
Test Equipment	x	
CAT	x	
Gas Detector	x	

OPERATIONAL RISK ASSESSMENT

ACTIVITY: **Stripping Out/Preparation Works**

RISK ASSESSMENT			
HAZARDS: COMPLETE HAZARDS CHECKLIST (1)			
COMPLETE CHECKLIST S (2) (3) (4)			
SIGNIFICANT RISKS:-			
Hazardous materials (COSHH) Manual handling Falls from height Access equipment (mobile towers, etc) Slips trips and falls Contact with Live services Fire Third party risk			
PERSONNEL AT RISK	OPS	Others	Child
YES	x		
NO		x	x
	1	2	3
POTENTIAL SEVERITY OF INJURY OR ILLNESS (TICK BOX)			
1) FIRST AID			
2) REPORTABLE	x		
3) FATAL			
	1	2	3
PROBABILITY OF INJURY OR ILLNESS (TICK BOX)			
1) UNLIKELY			
2) POSSIBLE	x		
3) LIKELY			
RISK EVALUATION	2 x 2=4		
POTENTIAL x PROBABILITY			

CHECKLIST		
(1) HAZARDS	YES	NO
Slips, trips and falls	x	
Unsecured ladders		x
Splashes to eyes		x
Fall from height	x	
Contact with live services	x	
Materials falling from height	x	
Manual handling	x	
Interface with Client's undertakings	x	
Excessive full stretch working	x	
Interface with other trades	x	
Working close to Client's personnel	x	
Interface with hazardous substances	x	
(2) EQUIPMENT NECESSARY	YES	NO
Ladder	x	
Steps/bandstands	x	
Mobile scaffold	x	
Scaffolding		x
Lifting availability	x	
Mechanical hoists		x
Power platform		x
Cradle		x
(3) PERSONAL PROTECTIVE EQUIPMENT	YES	NO
Hard hat	x	
Protective footwear	x	
Eye protection	x	
Face visor	x	
Gloves	x	
Overalls	x	
Hearing protection	x	
Body harness	x	
Securing points	x	
Hi viz jackets/vests	x	
Respiratory equipment	x	
Fire extinguishers	x	
(4) TOOLS/MATERIALS	YES	NO
Trade tools	x	
Test equipment		x
Cat	x	
Gas detector		x

OPERATIONAL RISK ASSESSMENT

ACTIVITY: Installation and internal works

RISK ASSESSMENT			
HAZARDS: COMPLETE HAZARDS CHECKLIST (1)			
COMPLETE CHECKLIST S (2) (3) (4)			
SIGNIFICANT RISKS:-			
Lacerations Falls of materials Falls from height Manual handling Hazardous materials (Preservative) COSHH Impact injuries Puncture wounds Slips trips and falls 3rd parties Access equipment (mobile towers, etc) Power tools Fire Eye, head and foot injuries Weight above 20kg for one man lift			
PERSONNEL AT RISK	OPS	Others	Child
YES	x	x	
NO			
	1	2	3
POTENTIAL SEVERITY OF INJURY OR ILLNESS (TICK BOX)			
1) FIRST AID			
2) REPORTABLE	x	x	
3) FATAL			
	1	2	3
PROBABILITY OF INJURY OR ILLNESS (TICK BOX)			
1) UNLIKELY			
2) POSSIBLE	x	x	
3) LIKELY			
RISK EVALUATION	2 x 2 =4		
POTENTIAL x PROBABILITY			

CHECKLIST		
(1) HAZARDS	YES	NO
Slips, trips and falls	x	
Cement and lime (COSHH)		x
Fire	x	
Fall from height/unsecured ladders	x	
Contact with live services	x	
Materials falling from height	x	
Manual handling	x	
Interface with Client's undertakings	x	
Excessive full stretch working	x	
Interface with other trades	x	
Working close to Client's personnel	x	
Interface with hazardous substances	x	
(2) EQUIPMENT NECESSARY	YES	NO
Ladder	x	
Steps/bandstands	x	
Mobile scaffold towers	x	
Scaffolding		x
Lifting availability		x
Mechanical hoists		x
Power platform		x
Cradle		x
(3) PERSONAL PROTECTIVE EQUIPMENT	YES	NO
Hard hat	x	
Protective footwear	x	
Eye protection	x	
Face visor	x	
Gloves	x	
Overalls	x	
Hearing protection	x	
Body harness	x	
Securing points	x	
Hi viz jackets/vests	x	
Respiratory equipment	x	
Fire extinguishers	x	
(4) TOOLS/MATERIALS	YES	NO
Trade tools	x	
Test equipment		x
Cat		x
Gas detector		x

OPERATIONAL RISK ASSESSMENT

ACTIVITY: Access to site and around the work areas

RISK ASSESSMENT			
HAZARDS: COMPLETE HAZARDS CHECKLIST (1)			
COMPLETE CHECKLIST S (2) (3) (4)			
SIGNIFICANT RISKS:-			
Trips, slips and falls. Movement of plant and equipment Crush injuries Third parties. Underground live services Overhead live services Obstruction of emergency equipment (Hydrants etc) Obstruction of public highway Over head working Obstruction of emergency exit routes Build up of waste materials Exposed edges. Stepping on or striking against Adverse weather conditions			
PERSONNEL AT RISK	OPS	Others	Child
YES	x	x	
NO			x
	1	2	3
POTENTIAL SEVERITY OF INJURY OR ILLNESS (TICK BOX)			
1) FIRST AID			
2) REPORTABLE	x	x	
3) FATAL			
	1	2	3
PROBABILITY OF INJURY OR ILLNESS (TICK BOX)			
1) UNLIKELY			
2) POSSIBLE	x	x	
3) LIKELY			
RISK EVALUATION			
POTENTIAL x PROBABILITY	2 x 2 = 4		

CHECKLIST		
(1) HAZARDS	YES	NO
Slips, trips and falls	x	
Cement and lime (COSHH)		x
Splashes to eyes		x
Fall from height	x	
Contact with live services	x	
Materials falling from height	x	
Manual handling	x	
Interface with Client's undertakings	x	
Excessive full stretch working	x	
Interface with other trades	x	
Working close to Client's personnel	x	
Interface with hazardous substances	x	
(2) EQUIPMENT NECESSARY	YES	NO
Ladder	x	
Steps/bandstands	x	
Mobile scaffold	x	
Scaffolding	x	
Lifting availability		x
Mechanical hoists		x
Power platform		x
Cradle		x
(3) PERSONAL PROTECTIVE EQUIPMENT	YES	NO
Hard hat	x	
Protective footwear	x	
Eye protection	x	
Face visor	x	
Gloves	x	
Overalls	x	
Hearing protection	x	
Body harness		x
Securing points		x
Hi viz jackets/vests	x	
Respiratory equipment	x	
(4) TOOLS/MATERIALS	YES	NO
TRADE TOOLS	x	
TEST EQUIPMENT	x	
CAT		x
GAS DETECTOR		x

OPERATIONAL RISK ASSESSMENT

ACTIVITY: Manual Handling of equipment and materials

RISK ASSESSMENT			
HAZARDS: COMPLETE HAZARDS CHECKLIST (1)			
COMPLETE CHECKLIST S (2) (3) (4)			
SIGNIFICANT RISKS:-			
Hazardous materials (COSHH) Manual handling injuries Falls from height Access equipment (mobile towers, etc) Slips trips and falls Contact with Live services Fire			
PERSONNEL AT RISK	OPS	Others	Child
YES	x	x	
NO			
	1	2	3
POTENTIAL SEVERITY OF INJURY OR ILLNESS (TICK BOX)			
1) FIRST AID			
2) REPORTABLE	x	x	
3) FATAL			
	1	2	3
PROBABILITY OF INJURY OR ILLNESS (TICK BOX)			
1) UNLIKELY			
2) POSSIBLE	x	x	
3) LIKELY			
RISK EVALUATION			
POTENTIAL x PROBABILITY	2 x 2 = 4		

CHECKLIST		
(1) HAZARDS	YES	NO
Slips, trips and falls	x	
Unsecured ladders	x	
Splashes to eyes		x
Fall from height	x	
Contact with live services	x	
Materials falling from height	x	
Manual handling	x	
Interface with Client's undertakings	x	
Excessive full stretch working	x	
Interface with other trades	x	
Working close to Client's personnel	x	
Interface with hazardous substances	x	
(2) EQUIPMENT NECESSARY	YES	NO
Ladder	x	
Steps/bandstands	x	
Mobile scaffold	x	
Scaffolding	x	
Lifting availability		x
Mechanical hoists		x
Power platform		x
Cradle		x
(3) PERSONAL PROTECTIVE EQUIPMENT	YES	NO
Hard hat	x	
Protective footwear	x	
Eye protection	x	
Face visor	x	
Gloves	x	
Overalls	x	
Hearing protection	x	
Body harness	x	
Securing points	x	
Hi viz jackets/vests	x	
Respiratory equipment	x	
Fire extinguishers	x	
(4) TOOLS/MATERIALS	YES	NO
Trade tools	x	
Test equipment	x	
Cat		x
Gas detector		x

OPERATIONAL RISK ASSESSMENT

ACTIVITY: Electrical Installations

RISK ASSESSMENT			
HAZARDS: COMPLETE HAZARDS CHECKLIST (1)			
COMPLETE CHECKLIST S (2) (3) (4)			
SIGNIFICANT RISKS:-			
Falls from height Falls of materials Interface with live services Hazardous materials (cutting fluid etc) COSHH Moving Machinery (threading machines and the like) Manual handling injuries Confined spaces Testing/commissioning 3rd parties High voltage (Connections) Access equipment (mobile towers, etc) Power Tools Fire			
PERSONNEL AT RISK	OPS	Others	Child
YES	x	x	
NO			
	1	2	3
POTENTIAL SEVERITY OF INJURY OR ILLNESS (TICK BOX)			
1) FIRST AID			
2) REPORTABLE	x		
3) FATAL			
	1	2	3
PROBABILITY OF INJURY OR ILLNESS (TICK BOX)			
1) UNLIKELY			
2) POSSIBLE	x		
3) LIKELY			
RISK EVALUATION			
POTENTIAL x PROBABILITY	2x2=4		

CHECKLIST		
(1) HAZARDS	YES	NO
Slips, trips and falls	x	
Unsecured ladders	x	
Fire	x	
Fall from height	x	
Contact with live services	x	
Materials falling from height	x	
Manual handling	x	
Interface with Client's undertakings	x	
Excessive full stretch working	x	
Interface with other trades	x	
Working close to Client's personnel	x	
Interface with hazardous substances	x	
(2) EQUIPMENT NECESSARY	YES	NO
Ladder	x	
Steps/bandstands	x	
Mobile scaffold	x	
Scaffolding	x	
Lifting availability		x
Mechanical hoists		x
Power platform		x
Cradle		x
(3) PERSONAL PROTECTIVE EQUIPMENT	YES	NO
Hard hat	x	
Protective footwear	x	
Eye protection	x	
Face visor	x	
Gloves	x	
Overalls	x	
Hearing protection	x	
Body harness		x
Securing points		x
Hi viz jackets/vests	x	
Respiratory equipment	x	
Fire extinguishers	x	
(4) TOOLS/MATERIALS	YES	NO
Trade tools	x	
Test equipment	x	
Cat		x
Gas detector		x

OPERATIONAL RISK ASSESSMENT

ACTIVITY: Plumbing

RISK ASSESSMENT			
HAZARDS: COMPLETE HAZARDS CHECKLIST (1)			
COMPLETE CHECKLIST S (2) (3) (4)			
SIGNIFICANT RISKS:-			
Falls of materials Falls from height Exposed edges) Lacerations (Sharp edges) Disc Cutting (PPE) Grinding (PPE) Hot Works/burns Mechanical lifting (Type, Height) Fire Slips trips and falls Moving parts of Machinery High pressure systems Interface with live services Hazardous materials COSHH Manual handling Confined spaces Weight above 20kg for one man lift Access equipment (mobile towers, etc) 3 rd Parties Testing/commissioning hazards Crush injuries			
PERSONNEL AT RISK	OPS	Others	Child
YES	x	x	
NO			x
	1	2	3
POTENTIAL SEVERITY OF INJURY OR ILLNESS (TICK BOX)			
1) FIRST AID			
2) REPORTABLE			
3) FATAL			
	1	2	3
PROBABILITY OF INJURY OR ILLNESS (TICK BOX)			
1) UNLIKELY			
2) POSSIBLE			
3) LIKELY			
RISK EVALUATION			
POTENTIAL x PROBABILITY			

CHECKLIST		
(1) HAZARDS	YES	NO
Slips, trips and falls	x	
Unsecured ladders	x	
Fire	x	
Fall from height	x	
Contact with live services	x	
Materials falling from height	x	
Manual handling	x	
Interface with Client's undertakings	x	
Excessive full stretch working	x	
Interface with other trades	x	
Working close to Client's personnel	x	
Interface with hazardous substances	x	
(2) EQUIPMENT NECESSARY	YES	NO
Ladder	x	
Steps/bandstands	x	
Mobile scaffold	x	
Scaffolding	x	
Lifting availability	x	
Mechanical hoists		x
Power platform		x
Cradle		x
(3) PERSONAL PROTECTIVE EQUIPMENT	YES	NO
Hard hat	x	
Protective footwear	x	
Eye protection	x	
Face visor	x	
Gloves	x	
Overalls	x	
Hearing protection	x	
Body harness		x
Securing points		x
Hi viz jackets/vests	x	
Respiratory equipment	x	
Fire extinguishers	x	
(4) TOOLS/MATERIALS	YES	NO
Trade tools	x	
Test equipment	x	
Cat		x

OPERATIONAL RISK ASSESSMENT

ACTIVITY: **Carpentry Works**

RISK ASSESSMENT			
HAZARDS: COMPLETE HAZARDS CHECKLIST (1)			
COMPLETE CHECKLIST S (2) (3) (4)			
SIGNIFICANT RISKS:-			
Manual handling injuries Personnel interface with Clients activities Electrical (from tools and equipment) Contact with live services Working in excessive heat Working with excessive noise Fire Build up of waste materials/untidy workspace Asbestos Hazardous substances (COSHH) (Wood treatment) Falls from height Falls of materials from height Collapse of working platform Use of cartridge tools/nail guns Trailing cables Use of lifting equipment Adverse weather conditions Contact injuries arising from the use of hand tools Interface with other trades			
PERSONNEL AT RISK	OPS	Others	Child
YES	x	x	
NO			x
	1	2	3
POTENTIAL SEVERITY OF INJURY OR ILLNESS (TICK BOX)			
1) FIRST AID			
2) REPORTABLE	x	x	
3) FATAL			
	1	2	3
PROBABILITY OF INJURY OR ILLNESS (TICK BOX)			
1) UNLIKELY			
2) POSSIBLE	x	x	
3) LIKELY			
RISK EVALUATION			
POTENTIAL x PROBABILITY	2x2=4		

CHECKLIST		
(1) HAZARDS	YES	NO
Slips, trips and falls	x	
Use of power tools	x	
Falls from height/untied ladder	x	
Dust/Noise/Vibration (COSHH)	x	
Contact with live services	x	
Interface with mobile machinery	x	
Manual handling	x	
Interface with Client's undertakings	x	
Fire	x	
Confined space working	x	
Working close to Client's personnel	x	
Falls of materials from height	x	
(2) EQUIPMENT NECESSARY	YES	NO
Ladder	x	
Steps/bandstands	x	
Mobile scaffold	x	
Scaffolding	x	
Lifting availability	x	
Mechanical hoists	x	
Power platform	x	
Cradle	x	
Task lighting	x	
(3) PERSONAL PROTECTIVE EQUIPMENT	YES	NO
Hard hat	x	
Protective footwear	x	
Eye protection	x	
Face visor	x	
Gloves	x	
Overalls	x	
Hearing protection	x	
Body harness	x	
Securing points		x
Hi viz jackets/vests	x	
Respiratory equipment	x	
Fire extinguishers	x	
(4) TOOLS/MATERIALS	YES	NO
Trade tools	x	
Test equipment	x	
Cat		x
Gas detector		x
Power tools	x	

OPERATIONAL RISK ASSESSMENT

ACTIVITY: Installation of high level items & working at height

RISK ASSESSMENT			
HAZARDS: COMPLETE HAZARDS CHECKLIST (1)			
COMPLETE CHECKLIST S (2) (3) (4)			
SIGNIFICANT RISKS:-			
Manual handling injuries Personnel interface with Clients activities Cuts from use of blades Contact with live services Working in excessive heat Working with excessive noise Build up of waste materials/untidy workspace Contact injuries arising from the use of hand tools Interface with other trades Dust (COSHH) Personnel working overhead Trips, slips and falls on flat Collapse of working platform FIRE Falls from height Overloading of ceiling structure Personnel falling through open stud work Overloading of wall structure Confined Space			
PERSONNEL AT RISK	OPS	Others	Child
YES	x	x	
NO			x
	1	2	3
POTENTIAL SEVERITY OF INJURY OR ILLNESS (TICK BOX)			
1) FIRST AID			
2) REPORTABLE	x	x	
3) FATAL			
	1	2	3
PROBABILITY OF INJURY OR ILLNESS (TICK BOX)			
1) UNLIKELY			
2) POSSIBLE	x	x	
3) LIKELY			
RISK EVALUATION			
POTENTIAL x PROBABILITY	2 x 2 =4		

CHECKLIST		
(1) HAZARDS	YES	NO
Slips, trips and falls	x	
Dust (COSHH)	x	
Cuts from knife blade	x	
Fall from height	x	
Contact with live services	x	
Materials falling from height	x	
Manual handling	x	
Interface with Client's undertakings	x	
Excessive overhead working	x	
Interface with other trades	x	
Working close to Client's personnel	x	
Interface with hazardous substances	x	
(2) EQUIPMENT NECESSARY	YES	NO
Ladder	x	
Steps/bandstands	x	
Mobile scaffold	x	
Scaffolding		x
Lifting availability		x
Mechanical hoists		x
Power platform		x
Cradle		x
(3) PERSONAL PROTECTIVE EQUIPMENT	YES	NO
Hard hat	x	
Protective footwear	x	
Eye protection	x	
Face visor	x	
Gloves	x	
Overalls	x	
Hearing protection	x	
Body harness		x
Securing points		x
Hi viz jackets/vests	x	
Respiratory equipment	x	
Fire extinguishers	x	
(4) TOOLS/MATERIALS	YES	NO
Trade tools	x	
Test equipment		x
Cat		x
Gas detector		x