

DEMOLITION MANAGEMENT PLAN / CONSTRUCTION PHASE PLAN – Post Review

Project:	Client:
Havant & South Downs College College Road Widley Portsmouth PO7 8AA	Places For People New Kings Court Tollgate, Chandlers Ford Eastleigh SO53 3LG

Start Date	Finish date	Site Contact	Max Number
TBC	TBC	TBC	15

Prepared By	Authorised By	Date
James Robinson	Matthew Hinds	21/01/2026



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Other information included in site pack

- Demolition method statement and risk assessments
- RAMs for each trade
- Service drawings
- Isolation disconnection certificates
- Refurbishment and demolition asbestos survey.
- Scoping document
- Ground investigation report
- Various scope specific drawings

Health & Safety Policy Statement

It is the policy of **Bath Demolition Limited** to ensure, so far as is reasonably practicable, the health, safety and welfare of its employees and the health and safety of other persons who may be affected by its activities. The organisation will take steps to ensure that its statutory duties are met at all times.

The Organisation's Responsibilities

The organisation will ensure that:

- All processes and systems of work are designed to take account of health and safety and are properly supervised at all times
- A member of senior management maintains specific responsibility for health and safety
- Competent people are appointed to assist us in meeting our statutory duties including, where appropriate, specialists from outside of the organisation
- All employees are consulted on matters relating to health, safety and welfare
- Adequate facilities and arrangements will be maintained to enable employees to raise issues of health and safety
- Each employee will be given such information, instruction and training as is necessary to enable the safe performance of work activities
- All arrangements are brought to employees' attention and are monitored and reviewed to ensure that they are effective.

Employees' Responsibilities

Employees must ensure that they:

- Co-operate with management to enable all statutory duties to be complied with
- Take reasonable care of their own health and safety and the health and safety of others who may be affected by their acts or omissions
- Familiarise themselves with the health and safety arrangements that apply to them and their work functions.

Full details of the organisation and arrangements for health and safety will be set out in the remainder of this document.

Signed on behalf of Bath Demolition Limited



Paul Ealey
Health and Safety Director

Construction (Design & Management) Regulations 2015

Bath Demolition Ltd will strictly adhere to the Health and Safety Plan provided under the Construction (Design and Management) Regulations 2015

Environmental Policy Statement

We at the Company are becoming increasingly aware, not only of global concerns, but more particularly those of our own local environment.

As members of the community, we also share its concerns and will make every effort to ensure that we minimise any adverse effects our operations may have on the environment.

The Company will achieve this commitment of safeguarding the environment by undertaking the following,

The Company will:

- Comply with all existing legislation
- Implement procedures to prevent pollution to land, air or water
- Take environmental factors into consideration in any new developments or contract works
- Improve the environmental impact of the company's activities
- Collect and monitor information regarding the environmental impact and record of the Company
- Respond to the needs and concerns of the community promptly
- Reduce waste and consumption of natural resources wherever possible
- Co-operate in any investigations concerning hazardous emissions or incorrect disposal of hazardous waste
- Be amongst the leaders in environmental sensitivity
- Be pro-active in supporting the Government initiative policy of working well together
- Be aware of the COSHH (Amendment) Regulations 2004
- Be aware of the Environmental Protection Act 1990
- Work within all relevant Asbestos Regulations 2012 and ACOP procedures

Appropriate training and financial company resources will be made available to ensure that all staff members have the skills to implement the above policy

Signed on behalf of Bath Demolition Limited

A blue ink signature of Paul Ealey.

Paul Ealey
Health and Safety Director

1 Description of the Project

1.1 Site Overview

The works comprise the demolition of the redundant buildings to the South /Southeast of the current South Downs College located in Portsmouth, to make way for re-development. The works will also involve the hand separation of an existing link corridor adjoined to the main building

The site is accessed from College Road via Purbrook Road and is situated within Portsmouth. The working hours will be Monday to Friday 08:00 am – 17:00 pm.

Expected period of demolition – 12 weeks

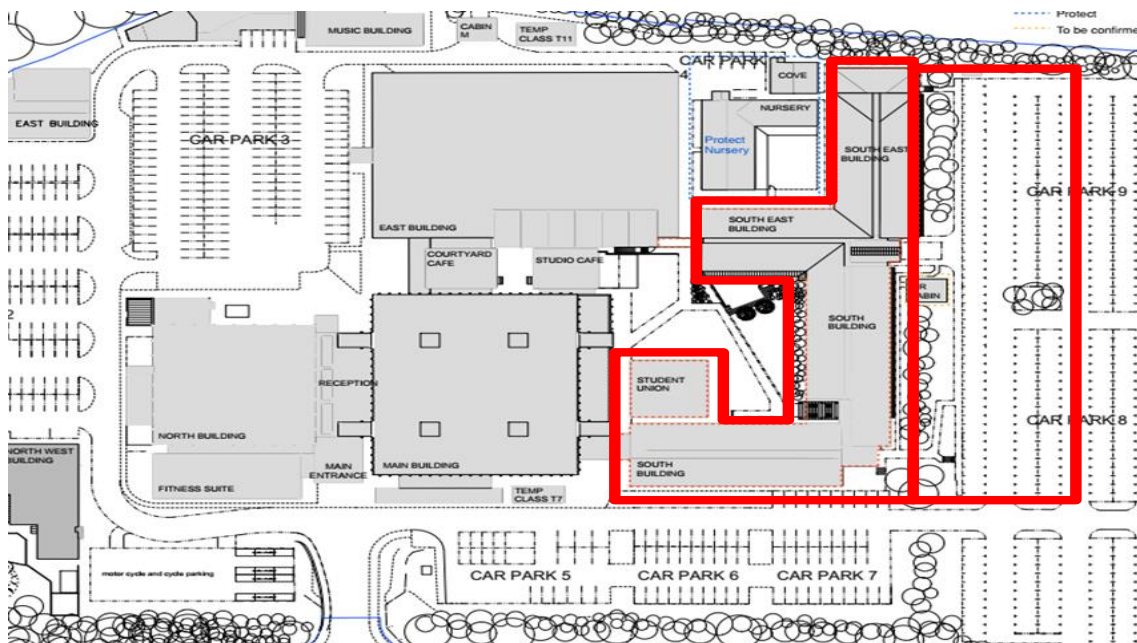
1.2 Demolition scope and overview

Works include.

- Site set-up
- Soft Stripping
- Removal of asbestos containing materials
- Demolition of above ground structure
- Demolition of slabs and foundations
- Removal of hardstanding's
- Generation of 6f2 crushed material
- Removal of all arising waste to licenced waste disposal and recycling facilities

Please note – a pre commencement road survey will be carried out prior to project start

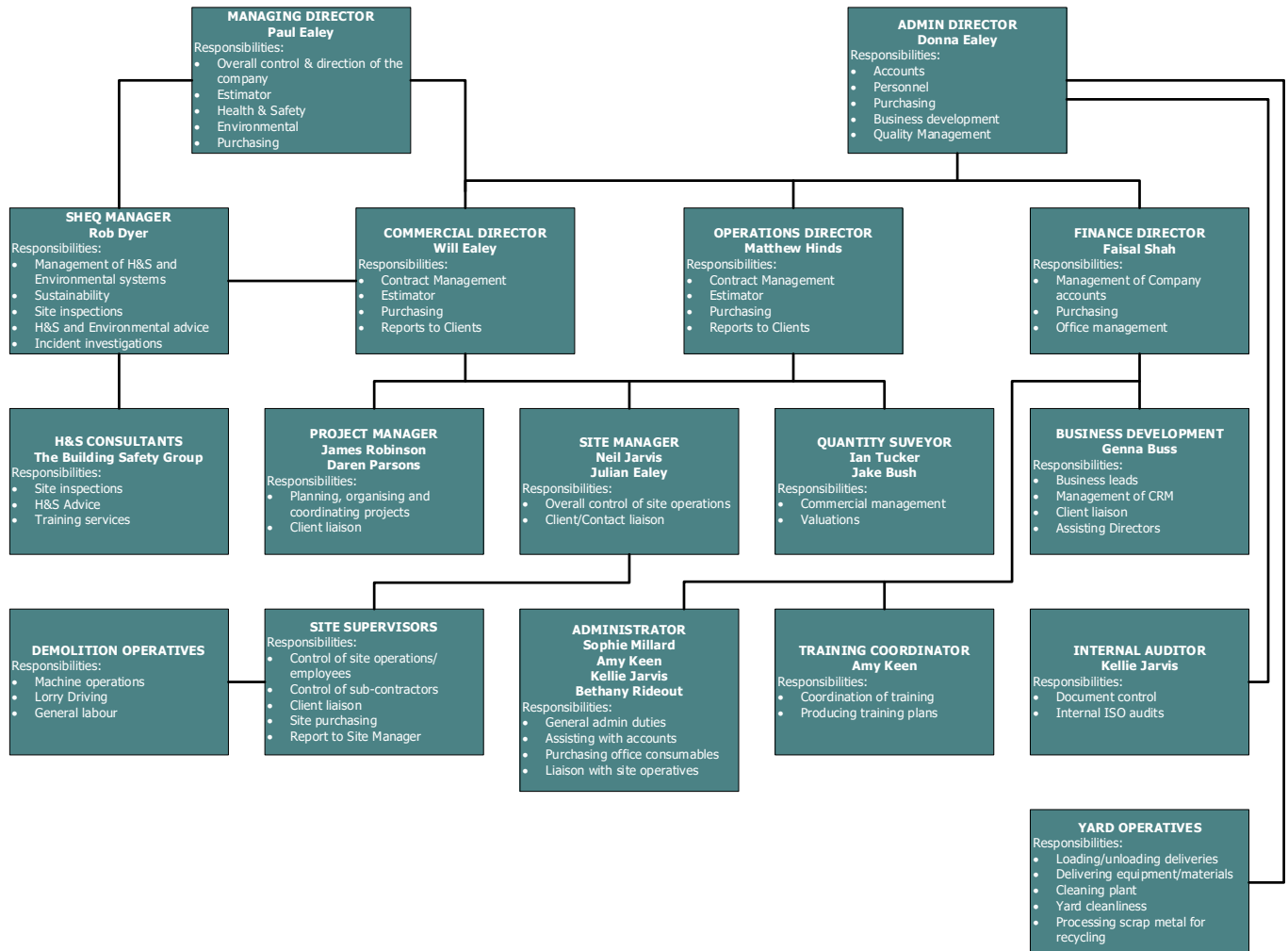
1.3 Site location



2 Organisation Diagram



ORGANISATION DIAGRAM



3 Contact Numbers

Client	Places for People	New Kings Court, Tollgate, Chandler's Ford, Eastleigh, SO53 3LG
Client Project Manager	Amy Long	amy.long@placesforpeople.co.uk
Principal Designer	Amy Long	amy.long@placesforpeople.co.uk
Principal Contractor	Bath Demolition	Info@bath-demolition.co.uk 01179600000
BDL Managing Director	Paul Ealey Bath Demolition Ltd	07733 102 939 paul.ealey@bath-demolition.co.uk
BDL Contracts Manager	Bath Demolition Ltd	matthew.hinds@bath-demolition.co.uk 07572 154604
BDL Site Manager	Bath Demolition Ltd	TBC
BDL H&S Manager	Rob Dyer Bath Demolition Ltd	07350 421379 rob.dyer@bath-demolition.co.uk
Health Safety Executive	100 Temple St, Redcliffe, Bristol, BS1 6HT	0300 003 1647
Environment Agency	Horizon House, Deanery Rd, Bristol BS1 5AH	0370 850 6506 (General enquiries) 0800 807060 (Incident hotline)
Nearest Hospital Accident & Emergency department:	Queen Alexandra Hospital Portsmouth PO6 3LY	023 9228 6000 Emergency - 999

4 Management Of The Work

4.1 Safety Goals for the Project

Safety goals are essential throughout the entire duration of the project to ensure the wellbeing of all individuals and the protection of the environment and assets. The primary safety goals are to:

- Prevent injury to all persons involved in or affected by the works, including site operatives, adjacent workers, employees, visitors, and members of the public.
- Prevent dangerous occurrences and avoid damage to plant, equipment, materials, and the surrounding environment.
- Ensure effective co-ordination and co-operation between all contractors, subcontractors, and stakeholders engaged in the project.
- Provide and maintain a safe working environment, supported by appropriate safe systems of work and adherence to all relevant regulations.
- Secure and maintain the site to prevent unauthorised access and ensure the safety of all persons who may come into contact with the works.
- Review, update, and monitor the effectiveness of the Construction Phase Plan as the works progress, ensuring continuous improvement and compliance.

4.2 Arrangements for monitoring and review of health and safety performance

The Site Supervisor will be fully responsible for site management, assisted by the Contracts Manager and Head Office support.

The Site Supervisor for this site will be:	TBC
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The Site Supervisor will actively monitor health and safety performance on site by regularly walking around the work areas and will highlight to the operatives or sub-contractors, any bad practice or breaches of the regulations that may be a danger to themselves, others working in the area or the public. They will record their findings in the weekly safety review sheet in the H&S log.

The Company H&S Manager will make regular visits to the site and written reports will be issued to the Site Supervisor, Project Manager, Senior Management and the Principal Contractor (where applicable). All non-conformances will be allocated to named personnel and/or sub-contractors and closed out in a timely fashion.

Additional H&S inspections will be carried out by an external H&S consultant (The Building Safety Group) for nominated sites and reports issued to Senior Management. Actions from these reports are recorded in a register and monitored for close-out.

Other site inspections and safety tours may be carried out by the H&S Manager/Advisor from Client and Principal Contractor (where applicable). They will advise the Site Supervisor of any corrective action needed and send a report to Senior Management.

Health and Safety performance (incidents, near misses, frequency rates, inspection findings etc.) and other safety issues will be discussed at monthly H&S meetings chaired by the H&S manager and attended by the Directors and Project Managers. The subjects discussed are recorded and actions allocated to relevant personnel.

Each Project is reviewed on completion to assess what worked well and any shortcomings to be addressed for future projects.

4.3 Regular liaison and exchange of H&S information between the project team and other parties

Various meetings will be held throughout the course of the project such as:

- Pre-start meetings.
- Progress meetings.
- Sub-contractor meetings.

Notes or minutes from these meetings will be circulated to the appropriate parties.

The means for communicating and passing Health & Safety information between the project team the Designers, the Principal Designer, the Principal Contractor, other Contractors, workers on site and others, may include:

- Site noticeboard.
- Regular site visits made by Contracts Manager.
- Correspondence.
- Architects Instructions.
- Safety instructions.
- Verbal instructions.
- Daily briefings.
- Toolbox Talks.
- Updated Risk Assessments and Method Statements.
- Quarterly Company newsletters.

Arrangements for ensuring cooperation between contractors for Health and Safety purposes include:

- All contractors receive relevant Health & Safety information.
- Careful co-ordination & planning of contractors to minimise the risks to health & safety (Daily briefings).
- Sub-Contractors meetings as necessary.
- Clearance obtained from the Site Supervisor prior to using other contractor's plant and/or equipment.
- Site Agent/Foreman available as the point of contact for discussing health & safety issues with those working on site.

4.4 Consultation with the workforce

Consultation with the workforce on Health & Safety issues is the responsibility of the Site Supervisor and this will take the form of the initial site induction along with toolbox talks relevant to the work being carried.

Daily briefings will take place each morning before work starts. These are recorded by the Site Supervisor with each operative signing the attendance sheet and confirming that they understand the topic discussed.

Further consultation and toolbox talks will take place whenever a new task or phase of the works is about to be started.

All operatives will attend the inductions, and toolbox talks irrespective of whether they are directly affected by the works to be discussed.

4.5 The exchange of design information between the Client, Principal Designer, Designers and Contractors

Effective communication and coordination of design information are essential to ensuring that the works are carried out safely and in accordance with the project requirements. Throughout the project, the Client, Principal Designer, Designers, and Contractors will work collaboratively to ensure that relevant design information is issued, reviewed, and understood by all parties who may be affected by it.

Designers and Contractors will review design information relevant to their activities and raise queries or concerns with the Principal Designer or Principal Contractor as necessary. No works will proceed until the required information has been received, checked, and confirmed as suitable for construction.

Where Temporary Works are required, appropriate designs will be produced, checked, and approved in line with the Company's Temporary Works procedure. Coordination between permanent and temporary works designers will be maintained throughout.

All design information, revisions, approvals, and communications will be retained in the project records to provide a clear audit trail and support ongoing coordination.

4.6 Handling design changes on site

Any design changes proposed during the works will be reviewed for health and safety implications. These changes must be approved by the relevant Designer(s) and Principal Designer and communicated to all affected parties before implementation on site, in accordance with CDM Regulation 11.

All design changes will be communicated to the Contracts Manager as soon as possible and the relevant information passed to the Site Supervisor.

4.7 The selection and control of sub-contractors

To ensure that all works are carried out safely, competently, and in accordance with project requirements, robust procedures will be implemented for the selection, appointment, and ongoing control of sub-contractors involved in the project.

All sub-contractors will be assessed prior to appointment to confirm that they are qualified, competent, and capable of carrying out their works safely. This assessment will include, as appropriate:

- Evidence of relevant experience and technical capability.
- Health and safety policy, procedures, and performance history.
- Qualifications, training records, and required certifications of operatives.
- Adequate insurance cover.
- Provision of RAMS suitable and sufficient for the work activities.

Whether we are acting as Principal Contractor or not, we will maintain effective oversight and control of sub-contractor activities throughout the project by:

- Regular supervision, monitoring, inspections etc.
- Coordination via daily briefings, toolbox talks, and communication meetings.
- Verification that RAMS are being followed and the correct PPE worn.
- Enforcing compliance with site rules, traffic management plans, and permit systems.

Any unsafe behaviour or non-compliance will result in immediate corrective action, including suspension or removal from site where necessary.

4.8 Security arrangements

Effective security measures are essential to protect the workforce, the public, plant, materials, and the integrity of the project. Appropriate arrangements will be put in place to prevent unauthorised access, safeguard assets, and ensure the site remains secure at all times.

Security arrangements will be selected based on the nature, scale, and location of the project, but will generally be in the form of Heras fencing panels around the site perimeter boundaries and access gates which will be kept locked at all times. Fencing panels will also be used to protect any leading edges formed as part of the demolition works or excavations. Where vehicles are using access and egress points a temporary gateman or banksman will be used.

Secure storage will be provided for tools and hazardous materials. Plant items are fitted with immobilisers and tracking devices to prevent unauthorised use or theft. Fuel tanks/bowsers will be locked and other means used to prevent access out of hours e.g. placing excavator attachment on/in front of the hatch.

Security arrangements will be monitored and maintained by routine inspections of the fencing, gates, plant etc which will be recorded weekly. Deliveries will be scheduled and managed to minimise security risks and disruption to adjacent properties and businesses.

4.9 Site inductions

A comprehensive site induction will be provided to all personnel before they are permitted to start work on site. The purpose of the induction is to ensure that everyone understands the specific hazards, rules, and control measures associated with the project, and to confirm that all individuals are aware of their responsibilities for maintaining a safe working environment.

The site induction will usually be given by the Site Supervisor or a responsible person appointed by him and will include:

- Project overview and scope of works.
- Site layout, access points, and pedestrian/vehicle routes.
- Site rules, behavioural expectations, and PPE requirements.
- Key hazards associated with the works (e.g. work at height, excavation, lifting operations, plant movements, services).
- Emergency procedures, including fire arrangements, muster points, and first aid provision.
- Welfare arrangements and facilities.
- Environmental controls, including waste management and pollution prevention.
- Reporting procedures for injuries, incidents, near misses, and unsafe conditions.
- Responsibilities of workers under health and safety legislation and company/site-specific policies.
- Work permits required, RAMS compliance, and communication protocols.

All visitors will receive a tailored induction covering:

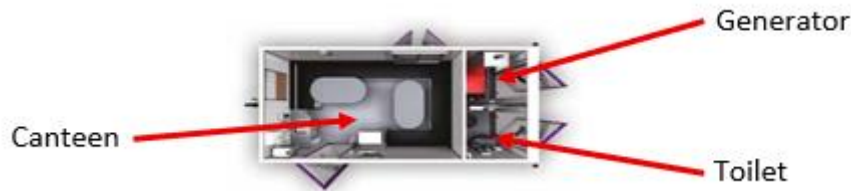
- Site hazards and restrictions.
- PPE requirements.
- Emergency procedures.
- Welfare arrangements and facilities.
- Escort arrangements where necessary.

Visitors will be accompanied at all times unless specifically authorised.

Site inductions will be recorded in the weekly H&S logs and kept on site. Information recorded includes names, company, date of induction, and signature of the inductee.

4.10 Welfare facilities

The site welfare facilities will consist of a self-contained mobile welfare unit similar to the image below, except where larger facilities are provided in the vicinity by the Principal Contractor. The welfare unit will have a built-in generator with hot and cold washing facilities and be of a sufficient size for the maximum number of operatives and visitors on site at any one time.



Arrangements will be made for weekly emptying/cleaning of the chemical toilet by the supplier. The canteen area will be cleaned regularly by the site team.

4.11 Fire precautions & emergency procedures

A fire risk assessment has been written and is available in the site pack along with a fire management plan (also included in Appendix A).

NO SMOKING is permitted in the work areas – a designated area is provided for smoking.

All substances used which pose a fire or explosion risk will be labelled as to the hazard that they pose. Good housekeeping will be enforced to eliminate fire or injury hazards wherever possible. The working area will be cleared as the works progress to ensure optimum safety on site. ALL debris and waste will be cleared at the end of the daily shift.

From time to time, it may be necessary to undertake hot works, where the following control measures will be applied:

- All hot works will be undertaken under a permit to work system issued by Bath Demolition Site Supervisor. If another company is the Principal Contractor, they may issue this in a different format.
- The area must be adequately cleared and free from combustible material before operations commence.
- Where work is being carried out in any enclosed area, an additional employee or an employee of the occupier shall always be present as a Fire Marshall to guard against the outbreak of fire.
- The following must be kept available for immediate use near the scene of operations:
 - Suitable fire extinguisher(s) and/or;
 - Water bowser with pump filled and ready to use before commencing the task.
- A thorough examination must be made in the vicinity of the work area for one hour after the completion of each hot works task (fire watch). If it is not practicable for such an examination to be carried out by the operative, the permit holder is fully responsible for the 1-hour fire watch, but this must be communicated/arranged beforehand.
- A fire risk assessment and hot works risk assessment must be available.

Access routes into the site must always be kept clear for emergency vehicles.

In the event of an emergency or fire being discovered, the person discovering the outbreak shall activate the nearest alarm and immediately inform the site management.

Having done this, and providing that it is safe to do so, the fire should be tackled with the fire-fighting equipment to hand. Upon being made aware of an outbreak of fire, the Site Supervisor shall summon the fire brigade.

Upon hearing the fire alarm, all site personnel and visitors shall:

- Evacuate the premises by the nearest route.
- Go to the assembly point and report to their senior member of staff or the senior representative, indicating any person they think may not be present.
- The senior person present shall inform the Site Manager or his deputy of the head count of their personnel.
- The Project Manager or deputy shall meet the fire brigade at the agreed rendezvous point and inform the senior fire brigade officer present whether or not the premises are vacated, hand him a copy of the premises drawings and inform him of the nature of the fire.

The fire assembly point is:	Near site entrance as shown on fire plan
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A fully stocked first aid kit and eye wash capsules will be available in the welfare unit. On sites where gas cutting is being carried out a burns kit will also be provided.

The first aider for this site will be:	TBC
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Alternative first aider (when present):	TBC
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4.12 Route to nearest hospital

The route to the nearest hospital (shown below) will be displayed in the welfare unit.



4.13 The reporting and investigation of injuries, incidents and near misses

All injuries, service damage, incidents and near misses are to be reported to the Site Supervisor. The site supervisor will enter them into the Accident Book or Near Miss Book and follow the procedure shown in the Incident Reporting Flowchart (appendix C).

Bath Demolition have also implemented an incident reporting procedure which allows operatives and site visitors to report an injury, service damage, incident, dangerous occurrence, near miss, safety concern or good practice via a QR code (see below). An Incident Reporting Flowchart is included in the site pack (see appendix C).



The H&S Manager and BDL office are automatically notified of any submissions so that the H&S Manager can start an investigation as necessary or follow-up on any safety concerns or good practices reported.

Any RIDDOR injuries or Dangerous Occurrences will be reported by the H&S Manager to the HSE as soon as practicable and within the required timescales.

The H&S Manager will carry out an investigation into all RIDDOR injuries, Dangerous Occurrences, lost time injuries, service strike/damage and other injuries as deemed necessary. The aim of the investigation will be to determine any contributory causes and the root cause of the incident, in order to implement corrective and preventive actions to avoid recurrence.

The findings and corrective/preventive actions will be circulated to the senior management team, Site Supervisor and Principal Contractor (where relevant), discussed at monthly H&S meetings and included in the quarterly Company newsletter. H&S alerts will be circulated within the company, when deemed necessary by the H&S Manager, to promote awareness of the incident/issue and any actions taken.

4.14 Site rules

Bath Demolition have established the following site rules to ensure the safety, health, and wellbeing of everyone on site, and to maintain an organised and compliant working environment. These rules apply to **all individuals** entering the site, including employees, sub-contractors, and visitors. Failure to comply may result in removal from site.

- **Your duty of care:** You have a legal obligation to protect the health and safety of yourself and others. Failure to do so may involve you in a heavy fine, imprisonment, or both.
- **Signing in:** All contractors and visitors must report to the Project/Site Supervisor on arrival and must also sign in and out of the Visitors Book.
- **Induction:** All persons will attend a Safety Induction given by the Project/Site Manager before starting any work on site.
- **Training:** If you feel that you do not have adequate training or experience in the task you are assigned or machinery you have been asked to operate, you must notify the Site Manager immediately.
- **PPE:** The minimum PPE to be worn at all times includes: hard hat, safety boots with toe and mid sole protection and high visibility vest or jacket. Other task specific PPE will be made available where necessary and should be used in accordance with RAMS and the site-specific requirements.
- **Drugs and alcohol:** No alcohol or prohibited substances are to be consumed or brought onto the site.
- **Audio equipment:** The use of radios, personal audio equipment etc. is not permitted whilst on site.
- **Housekeeping:** All debris and waste material will be regularly cleared from the workplace. The burning of rubbish is **STRICTLY FORBIDDEN** on site.
- **110 Volts:** Only 110V portable tools will be used on site, If this is not possible a suitable risk assessment should be completed.
- **Injuries and incidents:** All injuries, incidents and near misses must be reported to the Site Manager.
- **RAMS:** Ensure you have read and understand your method statements and risk assessments before you start on site.
- **Personal conduct:** Language, behaviour and conduct must be kept to an acceptable standard at all times.
- **Emergency plan:** Familiarise yourself with Emergency and Fire Evacuation Routes, Fire Instructions & Emergency Escape Plan.
- **Unsafe actions:** If you see any unsafe situations or anyone working in a manner likely to endanger the health or safety of yourself, your colleagues, or any other person, you must inform the Project / Site Manager.
- **Loan working:** No lone working is allowed on site.
- **Compliance with the rules:** Anyone failing to comply with these Site Rules may be removed from site or dismissed.

4.15 Personal Protective Equipment

PPE will be provided in accordance with the relevant regulations as below:

- Personal Protective Equipment at Work Regulations 1992
- Control of Substances Hazardous to Health (COSHH) Regulations 2002
- Control of Asbestos at Work Regulations 2012
- Control of Lead at Work Regulations 2002
- Noise at Work Regulations 2005

Bath Demolition Ltd is committed to ensure that employees will wear the following PPE at all times regardless of the type of demolition etc. to be carried out:

- Hard Hat EN 397
- Safety Boots EN 345
- High Vis Vest or Coat EN 471
- Safety Glasses EN 166
- Gloves EN388

4.16 The production and approval of risk assessments and method statements

Comprehensive and robust Risk Assessments and a Demolition Method Statement will be compiled, reviewed, and implemented to ensure that all work activities are planned and carried out safely.

The Risk Assessments will identify significant hazards, assess associated risks, and specify the control measures required to reduce those risks to an acceptable level.

The Method Statement will detail the step-by-step sequence of work including the setting up of the site (perimeter fencing, welfare compound and exclusion zones), equipment to be used, supervision required, and emergency arrangements.

On sites where we are not acting as Principal Contractor the RAMS will be submitted to the Principal Contractor for review and approval **before** work starts.

The RAMS will be covered in the site induction, and all site workers will sign the documents to indicate that they understand the requirements and will work to in accordance with them.

If for any reason work cannot be carried out as per the RAMS, then work must be stopped and either the documents updated, or a suitable and sufficient Point of Work Risk Assessment carried out before work can resume.

The H&S Manager will review the Risk Assessments annually or following:

- A procedural change.
- Introducing a new piece of plant/equipment.
- A new task/activity not previously covered.
- Updated legislation.

All sub-contractors will provide copies of their RAMS before starting work on site. The documents will be reviewed to confirm that they are suitable and sufficient for the work activity.

4.17 Statutory notices

Bath Demolition will provide a noticeboard either inside the welfare unit or by the work area displaying the following information:

- F10
- Section 80 & 81 Notices (where appropriate)
- Licenced/Notifiable Non-licenced asbestos removal notifications (where appropriate)
- H&S and Environmental Policies
- Employers Liability Insurance certificate
- H&S Law poster
- Fire action poster
- First aid poster
- Route to nearest hospital

Copies of policies and insurance certificates are also provided within the Bath Demolition site folders located within the welfare cabin.

4.18 Working Hours

The normal working hours of the site will be:

- Monday to Friday 08.00 to 17.00
-

4.19 Completion of the work

When the works are complete, the site will be left clean, tidy and secure for hand over to the Client.

A Health & Safety File along with a Site Waste Management Plan will be prepared and forwarded to the Client and Principal Designer as soon as practicable following completion of the works. This will be issued via WeTransfer or Dropbox unless a hard copy is requested.

5 Arrangements For Controlling Significant Safety Risks

5.1 Deliveries, waste removal and traffic management

The site will strictly adhere to the traffic management plan. A copy will be held in the welfare unit for reference and is shown in appendix B. Below is a list of traffic management requirements:

- The Site Supervisor will regularly inspect the approach roads to ensure they are kept clear of waste, and every effort will be made on site to ensure that mud is not taken back onto the road. A jet wash will be made available where necessary.
- The banksman will be responsible for the checking of all vehicles leaving site to ensure that wheels are clean. If not, then the wheels of the vehicle will be cleaned appropriately by jet wash.
- A wheel wash facility will be provided at the site egress and will remain operational for the full duration of the works. This will help ensure that mud and debris are not transferred onto the public highway by vehicles leaving the site. If any mud or debris is deposited on the highway, a road sweeper will be deployed immediately, as required, to clean the affected areas and maintain the safety and cleanliness of the surrounding road network.
- By processing all suitable material for re-use on site and by careful segregation we will be able to plan and minimize all waste movements.
- The Site Supervisor will have overall control of all traffic movements within the demolition site boundary.
- Pedestrian and plant/vehicular movements will be segregated using temporary fencing or barriers.
- Where pedestrian routes cross vehicle routes they will be clearly recognised and there will be good visibility for both pedestrians and vehicles.
- All vehicular movements on site will be overseen by a dedicated banksman who will remain outside of the turning circle of plant and machinery at all times.
- All Bath Demolition employees and delivery drivers will be briefed on the local road network, and deliveries will be scheduled to avoid busy periods and minimise disruption to residents.
- Any sub-contractors will be supplied with this information prior to being engaged on the site.
- All efforts will be made to eliminate or minimise the need for reversing on site. When reversing is necessary it will be done under the control of a banksman.
- Due to the access to the site being via the college car park, all site traffic must be managed by a certified banksman at all times. Site traffic must not exceed 5mph when travelling through the site.
- Deliveries related to demolition and construction shall be outside of the network peak hours: 08:00-09:00 and 17:00-18:00
- Vehicle movements onto and from College Road associated with Demolition and Construction (excluding visiting contractor vans/cars) shall not take place between 08:00-09:30hrs and 16:00-17:30hrs.
- Site traffic must always leave in a forward gear and NOT reverse onto a public highway.
- No demolition or construction vehicles will park on the public highway.
- Segregated pedestrian routes to be maintained throughout the demolition and construction phases.

Construction Vehicle Management Plan

The following estimates have been prepared to provide the Highway Authority with an indication of the anticipated vehicle movements associated with the demolition and construction works. Actual numbers may vary slightly depending on the construction programme; however, the figures below represent the expected maximum vehicle movements.

Vehicle Type	Frequency	Estimated Vehicle Movements
Low loader (plant delivery/removal)	Day 1 and final day only	3 arrivals and 3 departures on Day 1 for plant delivery. 3 arrivals and 3 departures on the final day for plant collection.
Site staff vans	Daily	Up to 6 small vans arriving and departing each working day (up to 12 two-way vehicle movements per day).
Delivery and collection vehicles (Transit pick-ups/flatbed lorries)	Up to twice per week	Typically, 1–2 deliveries/collections per week using Transit pick-ups or flatbed lorries (up to 4 two-way vehicle movements per week).
Waste collection vehicles (8-wheel hook loader)	Up to three times per week	Up to 3 collections per week (up to 6 two-way vehicle movements per week).
Project/Contracts Manager visits	1–2 times per week	Typically, 1–2 visits per week by car or small van (up to 4 two-way vehicle movements per week).

Traffic Management

- Construction traffic will be managed to minimise disruption to the surrounding highway network and the operation of the college.
- Deliveries and collections will be coordinated to avoid unnecessary vehicle movements and, where practicable, avoid peak arrival and departure periods associated with the college.
- Vehicles will arrive and depart in a controlled manner under the direction of the site management team where required.
- No vehicles will wait or queue on the public highway.
- All contractors and delivery drivers will be briefed on the approved site access arrangements and traffic management procedures.

The above estimates are considered representative of the anticipated construction traffic associated with the development and provide sufficient information to assess the likely impact on the surrounding highway network.

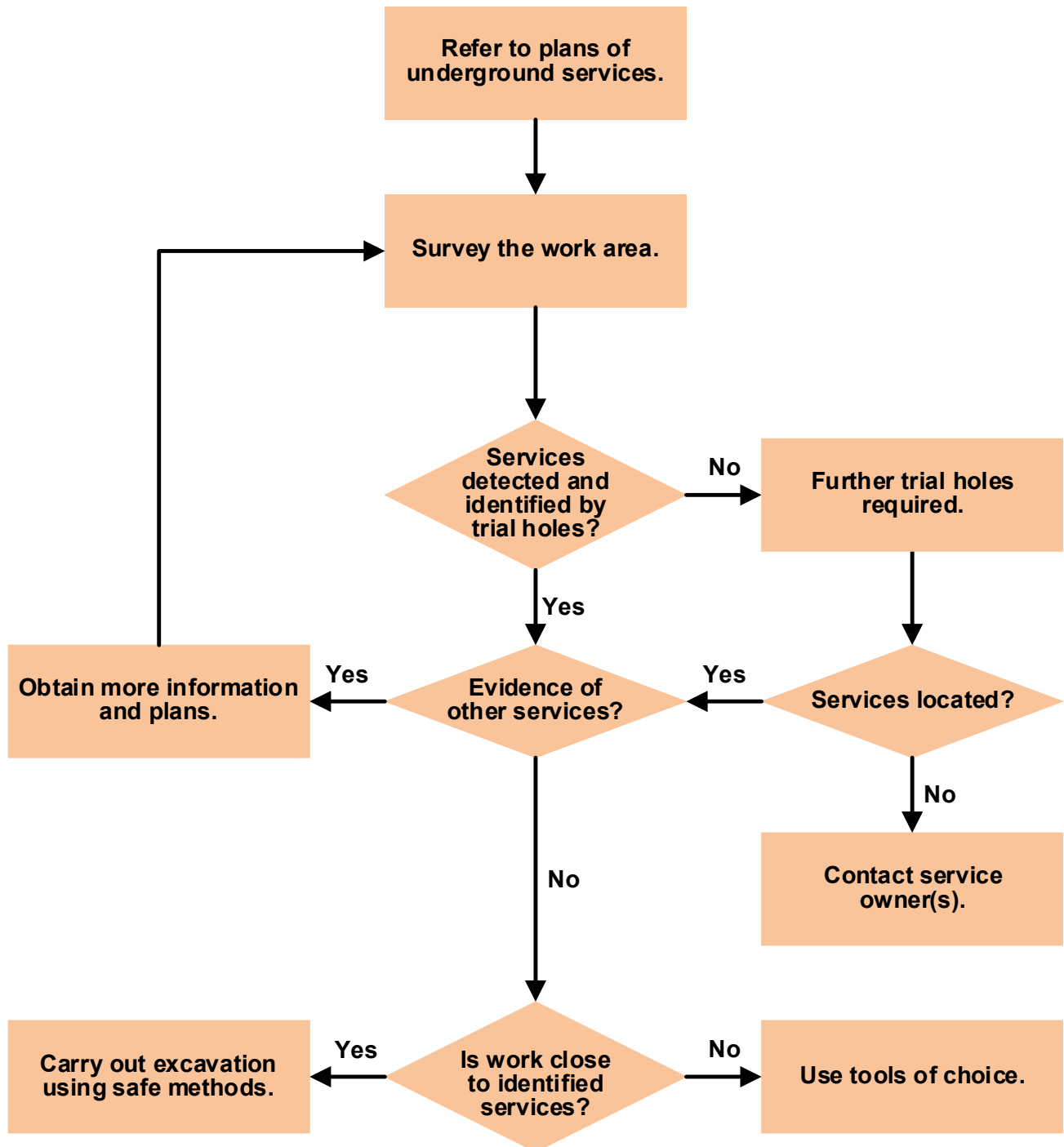
5.2 Underground services

Excavation work presents significant risks, particularly when underground services such as electricity cables, gas mains, water pipes, and telecommunications cables are present. Striking or damaging these services can lead to serious injury, service disruption, environmental harm, and costly repairs.

The Bath Demolition Safe Digging and Avoidance of Underground Services Procedure will be adhered to for any breaking of ground. This follows the HSE guidance and flowchart from HSG47 (shown on next page) and includes:

- Obtaining all relevant service drawings and studying them carefully before excavating.
- A visual survey of the area around the proposed area for excavation, as this will often present many clues to the presence of underground services.
- A full scan of the area by a competent person using a Cable Avoidance Tool (CAT) in all modes and in conjunction with a Genny to locate underground services.
- Marking up the routes of any services identified through the work area and just beyond, using spray or crayon, and re-marking as the excavation progresses.
- Use of a permit to dig.
- Trial holes dug by hand using insulated digging tools to positively identify services.
- When finding a service, fully uncovering it along its length through the work area.

Bath Demolition follows '10 Steps to Safer Digging'. These are not rules, but a checklist which if strictly followed should allow excavation to be carried out without any service damage (see appendix D).
Flowchart from HSG47



5.3 Services – isolation or diversion

The Client is responsible for service disconnections and providing written confirmation that all services have either been isolated or diverted.

Copies of utility drawings, the service isolation documents and other associated documents should be provided by the Principal Designer as part of the pre-construction information. Copies will be kept in the site file.

Bath Demolition will check and confirm all services are disconnected prior to demolishing any buildings. The status and proposal for managing the key services at the time of writing was as follows:

Gas: (Include details of disconnection and evidence as well as plans for further disconnections)

Whole site dead		Buildings dead site live	
Partial disconnection (Details below)		No disconnection	

Comments: Service drawings are provided; however, the gas will be investigated prior to commencing works on site. This document will be updated when possible.

Water: (Details of disconnection and evidence as well as plans for further disconnections)

Whole site dead		Buildings dead site live	
Partial disconnection (Details below)		No disconnection	

Comments: Service drawings are provided; however, the gas will be investigated prior to commencing works on site. This document will be updated when possible.

Electric: (Details of disconnection and evidence as well as plans for further disconnections)

Whole site dead		Buildings dead site live	
Partial disconnection (Details below)		No disconnection	

Comments: Service drawings are provided; however, the gas will be investigated prior to commencing works on site. This document will be updated when possible.

BT, data and alarms: (Details of disconnection and evidence as well as plans for further disconnections)

Whole site dead		Buildings dead site live	
Partial disconnection (Details below)		No disconnection	

Comments: Service drawings are provided; however, the gas will be investigated prior to commencing works on site. This document will be updated when possible.

Other Services e.g. Fuel Tanks & Air Con: (Include details of disconnection and evidence as well as plans for further disconnections)

Whole site dead		Buildings dead site live	
Partial disconnection (Details below)		No disconnection	

Comments: Service drawings are provided; however, the gas will be investigated prior to commencing works on site. This document will be updated when possible.

5.4 Work at height and fall prevention

All work at height will be planned, managed, and carried out in accordance with current legislation and industry best practice. Work at height will only be undertaken when there is not a safer alternative, and every effort will be made to eliminate the risk of falling through design, method selection, and site planning.

A detailed risk assessment will be completed before any work at height begins and this will be available in the risk assessment pack. Details will also be included in the demolition method statement. Only trained and competent personnel will be permitted to carry out tasks at height.

Where work at height cannot be avoided, suitable collective measures (fall prevention) will be implemented. These may include:

- Scaffolding erected to a design or in accordance with a TG20:21 compliance sheet.
- Mobile Elevating Work Platforms (MEWPs) operated by trained personnel.
- Mobile scaffold towers erected by trained personnel.
- Working platforms with built-in guard rails (podium steps, delta deck etc).
- Scaffold edge protection (double guard rails).
- Fall restraint systems (where appropriate).

Where collective measures cannot be used to prevent falls, a fall arrest system will be used to minimize the distance of the fall.

When using boom MEWPs or fall arrest/restraint systems operatives will wear full body harnesses. A rescue plan will be available with the relevant risk assessment. Operatives will be trained in the use of harnesses, lanyards etc.

No open edges will be left unprotected.

Ladders will only be used as a last resort for short duration, low risk work and only if 3 points of contact can be maintained during the work. If there is any doubt, it will be checked with the site manager and if required a working platform will be provided.

If excavations are required, they will be backfilled by close of shift or fenced off accordingly.

5.5 Control of lifting operations

Where lifting operations are required, these will generally be carried out with a contract lift. The crane hire company will provide the Appointed Person, Lift Supervisor, crane, lifting accessories, and all required technical planning. All documentation will be reviewed by the Contracts Manager, Site Supervisor and H&S Manager as necessary.

When using excavators for routine lifts of items such as fuel tanks, bowsers work equipment etc, only trained, competent personnel will carry out the activity.

Valid Certificates of Thorough Examination for the excavators and lift accessories (chains, shackles, webbing slings etc) are available in the site folder.

5.6 Selection and maintenance of plant and equipment

The type of ride-on plant for use on site will be selected on the basis of risk assessment with consideration given to the following:

- Reach/distance.
- Inclines/gradients.
- Loading requirements.
- Space restriction (height and width).
- Blind spots and measures to eliminate them.

All ride on plant will be fitted with seatbelts, flashing warning and seatbelt beacons, Roll Over Protection Systems (ROPS), mirrors and cameras as appropriate. Excavators and skid-steers will also be fitted with Falling Object Protection Systems (FOPS).

The Site Supervisor will check the 12 monthly Thorough Examination Certificates for the plant items where appropriate.

Only competent and authorised personnel will operate plant and equipment. Plant operators shall:

- Be over 18 years of age.
- Have received training from a CITB approved training provider with a copy of their CPCS card, or equivalent, retained on site.
- Be authorised to operate.
- Be free from the influence of any substances which may affect judgement.
- Have suitable experience in the demolition of the structures on site.

All plant and equipment will be subject to regular inspection and maintenance in accordance with manufacturer guidelines, PUWER and/or LOLER requirements, and company procedures. This includes:

- Pre-use daily checks carried out by operators.
- Weekly inspections recoded in H&S logs.
- Thorough examinations by competent persons at required intervals.
- Immediate reporting and isolation of defective equipment.

Defective, damaged, or unsafe plant will be taken out of service immediately, clearly marked, and repaired by competent personnel ASAP.

A banksman will be used for the purpose of reversing vehicles. They shall:

- Be appointed by the Site Supervisor.
- Be instructed in their responsibilities by the Site Supervisor.
- Wear a high visibility vest or jacket, orange in colour with banksman written on the back.
- Report any problems to the Site Supervisor
- Be responsible for ensuring that vehicle wheels are clean before leaving site.

5.7 Work near overhead cables

All work carried out in proximity to overhead power lines and utility cables will be planned, coordinated, and supervised to prevent accidental contact, arcing, or damage. The safety of all personnel is of the highest priority, and strict control measures will be implemented in line with current legislation (GS6 Avoiding danger from overhead power lines) and utility provider guidance.

Safe clearance distances appropriate to the voltage of the overhead cables will be maintained at all times. Exclusion zones will be established, marked, and enforced to prevent plant, equipment, and personnel from entering unsafe areas. Barriers, signage, and physical demarcation will be used where required.

Movement and operation of plant and delivery vehicles near/under overhead cables will be strictly controlled. Measures may include:

- Erecting goalposts, bunting and warning signs.
- Using banksmen.
- Establishing designated travel routes for vehicles and machinery.
- Ensuring that plant booms, jibs, and buckets do not encroach into safety zones.

Only competent operators will work in these areas, and all equipment will be used in accordance with the demolition method statement.

5.8 Accommodating Adjacent Land Use

Demolition works will be planned and managed to minimise disruption to neighbouring properties, businesses, public areas, and other land uses adjoining the site. Consideration will be given to the needs, access requirements, and sensitivities of all surrounding land users throughout the duration of the project.

Regular communication will be maintained with neighbouring stakeholders, and advance notice provided where works have the potential to cause noise, vibration, restricted access, or temporary inconvenience. The Site Supervisor will be available to respond to any queries or concerns raised. If necessary, issues will be escalated to the Project manager.

Due to the demolition works being within proximity to live buildings, BDL must ensure to carry out the below

Specific control measures will be implemented to safeguard adjacent land and property:

Ground operatives must be positioned where necessary to monitor demolition works when working close to live buildings. 2 – way radios will be used to enable clear communication between ground operatives and plant operators.

- Secure hoarding and fencing to prevent unauthorised access.
- Dust, noise, and vibration controls to minimise disturbance.
- Protection of boundary features, trees, and vegetation.
- Monitoring of ground movement or excavation works near structures.
- Maintaining clear emergency access routes around the site.
- Managing deliveries and vehicle movements to avoid congestion and disruption.

Public footpaths, private access routes, and shared driveways will be maintained where possible. Where temporary closures or diversions are required, these will be clearly signed, risk-assessed, and agreed in advance with relevant authorities and affected parties.

6 Arrangements For Controlling Significant Health Risks

6.1 Non-Licensed Asbestos Containing Material (ACM) removal

A refurbishment and demolition asbestos survey has been undertaken. Non-licensed asbestos containing materials has been identified. Non-licensed asbestos will be removed by Bath Demolition operatives who have received appropriate non-licensed asbestos removal training. Details of the methodology will be included in the Demolition method statement.

The removal will be considered Notifiable Non-Licensed Asbestos Work (NNLA) if it is the removal of friable ACMs (Asbestos-Containing Materials) in small quantities or involves a 'wet drop' method of removal.

In this instance the work will be notified online to the HSE by the Project Manager or H&S Manager using the ASB NNLW1 form. A copy of this will be retained on site.

6.2 Licenced Asbestos Containing Material (ACM) removal

A refurbishment and demolition asbestos survey has been undertaken. An approved licenced asbestos sub-contractor (Rightway Environmental) has been appointed to remove the asbestos identified. A Plan of Works will be developed by the contractor for the removal of licenced asbestos containing materials. An ASB5 removal notification has been submitted to the HSE.

Copies of the ASB5, Plan of Works and associated documents and inspections will be available on site.

6.3 Control of dust

Demolition activities have a high potential to generate dust, which may affect site personnel, neighbouring properties, and the surrounding environment.

Dust levels will be kept to a minimum by using best practice techniques and by utilising high pressure hoses fitted with fine mist water sprays directed onto the working areas as necessary. Proprietary 'Dust Boss' systems may also be utilized as necessary.

A dust risk assessment is available in the risk assessment pack.

Dust suppression will be carefully controlled to prevent slurry runoff – any live drains in the vicinity will be protected in an appropriate manner.

All dust suppression measures will be constantly reviewed throughout the process by the Site Supervisor and Contracts Manager to monitor effectiveness.

We will require access to a water source capable of providing enough pressure to sustain our requirements.

Where dust cannot be fully contained or suppressed, appropriate Personal Protective Equipment (PPE), such as disposable dust masks (FFP3), or respirators with P3 filters will be worn by all workers in the affected areas. Operatives with facial hair e.g. beards will be required to wear air-fed respirator/visors with P3 filters. Toolbox talks and site inductions will highlight correct PPE usage, hygiene practices, and precautions to reduce dust exposure.

1. Undertake daily on-site and off-site inspection, where receptors (including roads) are nearby, to monitor dust, record inspection results, and make the log available.
2. Carry out regular site inspections to monitor compliance with the DMP, record inspection results, and make an inspection log available to the local authority when asked.
3. Plan site layout so that machinery and dust causing activities are located away from receptors, as far as is possible
4. Avoid site runoff of water or mud.
5. Keep site fencing, barriers and scaffolding clean using wet methods.
6. Increase the frequency of site inspections by the person accountable for air quality and dust issues on site when activities with a high potential to produce dust are being carried out and during prolonged dry or windy conditions.
7. Hardcore stockpiles will be dampened down using water sprinklers prior to processing.
8. Water must be connected to the crusher at all times.

6.4 Control of noise

Demolition works can generate significant noise, which may affect site personnel, nearby residents, and neighbouring businesses.

Bath Demolition have a fleet of up-to-date plant and machinery that is regularly maintained and carefully selected to be the most appropriate for the works being carried out, taking into account the surrounding environment. All plant and equipment used on site will be silenced as per manufacturer's designs.

A noise risk assessment is available in the risk assessment pack.

Works will be planned where practicable to leave structures nearest to sensitive receptors intact for as long as possible, to provide additional acoustic shielding from the works.

Works will be carried out by trained and competent demolition operatives using best practice techniques to minimise noise and environmental impact.

Machines are inspected daily to ensure amongst other things that noise suppression devices are in place and intact. Copies of thorough examination certificates are available in the site pack.

Operators are not permitted to allow machines to sit idling when works are not in progress and machines will not be operated outside of the working hours defined in the planning consent and/or in the pre-construction health and safety information. This will be managed by the Site Supervisor.

Site personnel exposed to high noise levels will be required with suitable hearing protection, such as ear defenders or ear plugs. The level of noise at which hearing protection must be worn is determined by the daily or weekly noise exposure level and peak sound pressure level in the work area:

- At a daily/weekly noise exposure level of **80 dB(A)** or a peak sound pressure level of **135 dB(C)**, hearing protection will be provided and **recommended to be worn**.
- At a daily/weekly noise exposure level of **85 dB(A)** or a peak sound pressure level of **137 dB(C)**, hearing protection will be provided and **must be worn**.

Training on the correct use of PPE and awareness of noise hazards will be included in inductions and toolbox talks.

- Acoustic screening is erected and maintained around the work area where practicable.
- All plant and equipment are fitted with effective silencers and maintained in good working order.
- Engines are switched off when plant and machinery are not in use.

- Noisy activities are planned and completed as efficiently as possible to minimise their duration.
- Operatives avoid unnecessary revving of engines, dropping materials, or other avoidable sources of noise.
- Demolition works are carried out only during the agreed working hours.
- Nearby residents and businesses are informed in advance of any particularly noisy activities where required.
- Noise levels are monitored throughout the works, and additional control measures are implemented if excessive noise is identified.

Any complaints relating to noise are recorded, investigated, and addressed promptly

6.5 Control of vibration

Demolition activities can generate vibrations that may affect site personnel, nearby structures, and sensitive equipment. By using best practice techniques and skilled demolition operatives, vibration will be kept to the minimum to ensure compliance with health, safety, and environmental requirements.

A vibration risk assessment is available in the risk assessment pack.

Nearby sensitive receptors will be identified, and we will liaise with them both prior to and during demolition works.

By utilising progressive fragmentation during the demolition of the buildings, vibration is not anticipated to be a potential issue; however, should they be required, vibration trenches will be dug.

Hand Arm Vibration (HAV)

Bath Demolition has assessed the hand-held tools used for soft-strip activities and demolition by hand. These may include:

- Breakers/demolition hammers
- Reciprocating saws
- Drills/impact drivers
- Petrol cut-off saws
- Angle grinders
- Scabblers

Using the HSE suggested vibration magnitude figures, maximum trigger times have been determined and operatives have been made aware of these. This information is included in the weekly H&S logs along with the vibration exposure log for recording operatives' daily exposure times.

Whole Body Vibration (WBV)

Whole Body Vibration is created by plant and vehicles, or jolts/shocks from potholes or rough ground transmitted through the seat or the feet.

Control measures to minimise Whole Body Vibration include:

- Steering, braking, accelerating, shifting gears and operating attached equipment smoothly.
- Adjusting the driver weight setting on suspension seats to minimise vibration and to avoid the seat suspension 'bottoming out'.
- Correctly adjusting seat position and controls to provide good lines of sight, adequate support and ease of reach for foot and hand controls.
- Following site routes and avoiding travel over rough, uneven or poor surfaces where possible.
- Avoiding potholes, debris, bumps and ridges wherever possible.
- Adjusting speed accordingly for the condition of the road/track/ground.

A Whole-Body Vibration risk assessment is available in the risk assessment pack.

6.6 Manual handling

Manual handling during demolition works presents risks of injury, including strains, sprains, and musculoskeletal disorders. Appropriate controls will be implemented to minimise manual handling activities and ensure the safety and wellbeing of all site personnel.

Good handling techniques are essential in the prevention of injury during demolition activity. The correct method of lifting is to use the strong leg and thigh muscles and to maintain the natural shape of the spine. A manual handling risk assessment is available in the risk assessment pack.

Specific Manual Handling Assessments will be undertaken as necessary.

6.7 Removal/handling of lead

Lead-containing materials may be present within buildings undergoing demolition, including paint, pipework, flashings, or other building components. Lead poses significant health risks if inhaled or ingested, and all works involving lead will be controlled in accordance with relevant legislation and best practice guidelines.

Control measures for the safe handling and removal of lead may include:

- Minimising breakage, disturbance, or abrasion of lead-containing materials.
- Using wet methods or other approved suppression techniques to reduce dust generation.
- Establishing exclusion zones and preventing unauthorised access.
- Using appropriate containment such as sheeting or enclosures where required.
- Ensuring all lead waste is collected safely and stored in clearly labelled, sealed containers.

Respiratory Protective Equipment (RPE), if required, is the same as for dust exposure.

6.8 Pigeon droppings

Pigeon droppings are likely to be present within derelict or redundant buildings undergoing demolition. Accumulated droppings can pose health risks due to the potential presence of bacteria, fungi, and parasites. All work involving pigeon guano will be planned and carried out to minimise exposure and protect the health of site personnel.

PPE required includes gloves, protective clothing, eye protection, and respiratory protection as for dust. PPE will be used, removed, and disposed of in accordance with site hygiene procedures.

6.9 Storage and use of hazardous substances (COSHH)

Demolition activities may involve the use of hazardous substances such as fuels, oils, adhesives, cleaning agents, paints, and chemical treatments. These substances can pose risks to health, safety, and the environment if not managed correctly.

A COSHH assessment will be completed for each hazardous substance brought onto site. Assessments will identify the risks associated with use, storage, and disposal, along with required control measures. The documents will be available to all personnel who may be exposed to hazardous substances.

Hazardous substances will be stored safely and securely in designated areas that are:

- Clearly labelled and appropriately ventilated.
- Bunded or otherwise protected to contain spills.
- Locked to prevent unauthorised access.
- Protected from heat, ignition sources, and weather exposure.

Only the minimum quantities required for ongoing work will be kept on site.

Bulk storage of diesel will be in double bunded tanks or bowzers, located away from drains, watercourses, and sensitive areas. Spill kit bins will be provided nearby.

When gas cutting is being carried out on site, Oxygen and Propane gas bottles will be stored in separate locked gas cages at least 3m apart and away from the welfare cabin or pedestrian walkways

Hazardous substances will only be used by trained and authorised personnel. Control measures may include:

- Using substances in well-ventilated areas.
- Applying correct dilution, mixing, or preparation procedures as specified by manufacturers.
- Avoiding unnecessary handling or decanting.
- Preventing the release of fumes, vapours, or dust.

6.10 Environmental Impact

Protected species or impact on wildlife.

There are badgers, dormice and slowworms on site and due care and attention needs to be paid due to being protected species and fencing located to ensure segregation is in place.

Tree protection orders etc?

N/A

Rivers, ponds, waterways or drains.

N/A

Silos or tanks and other areas within the building that may contain contaminants.

N/A

Waste streams

Type of waste	Number of skips anticipated	Re-use, Re cycle, Landfill
Timber	10	Recycle
Asbestos	3	Landfill
Plasterboard	5	Recycle
Mixed General	7	Recycle, Landfill
Hardcore	N/A	Recycle, Landfill

Appendix A: Fire Management Plan

Site Details	HSDC South Downs
What3Words location	/// ///buck.lifts.unfair
Fire Marshall Responsible for roll call to ensure the building is clear. Name and contact number.	TBC
Deputy Fire Marshall/Trained First Aid To undertake duties of the Fire Marshall in their absence.	TBC
Fire Detection e.g. smoke detectors, visual inspections.	None. Visual Inspections following any hot works (60min Fire Watch).
Fire Warning e.g. sounders, horns or bells.	Klaxon/air horn
Equipment & Location e.g. Fire extinguishers, type, number and their location.	Please see fire plan
Escape Routes Primary and secondary to be detailed and route to kept clear at all times.	Please see fire plan
Muster Point	The muster point is to be situated near the site entrance as shown on fire plan.
Hot works	TBC
Storage	TBC
Flammable substances on site	TBC

Fire plan/site layout



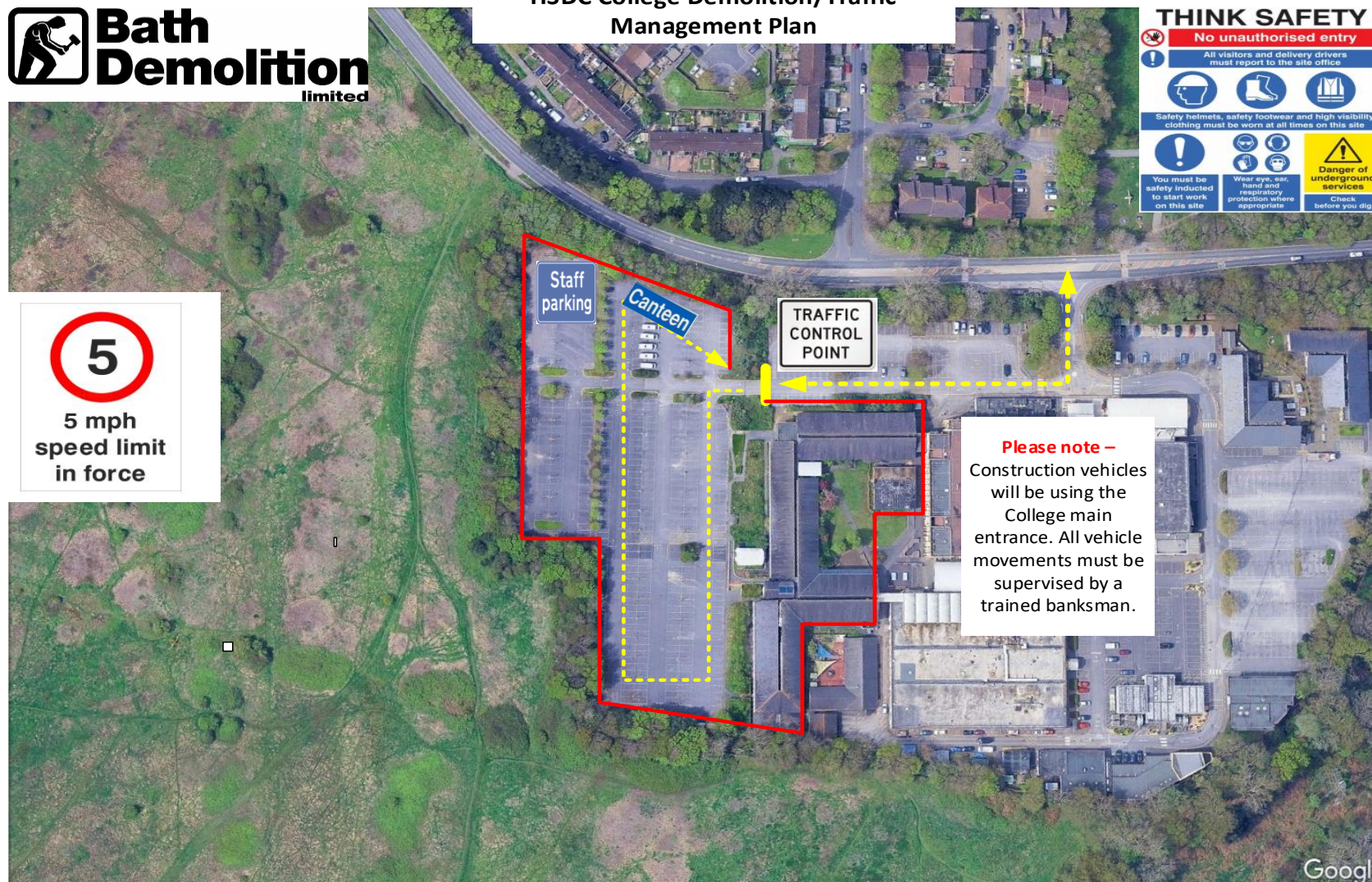
HSDC College Fire Plan



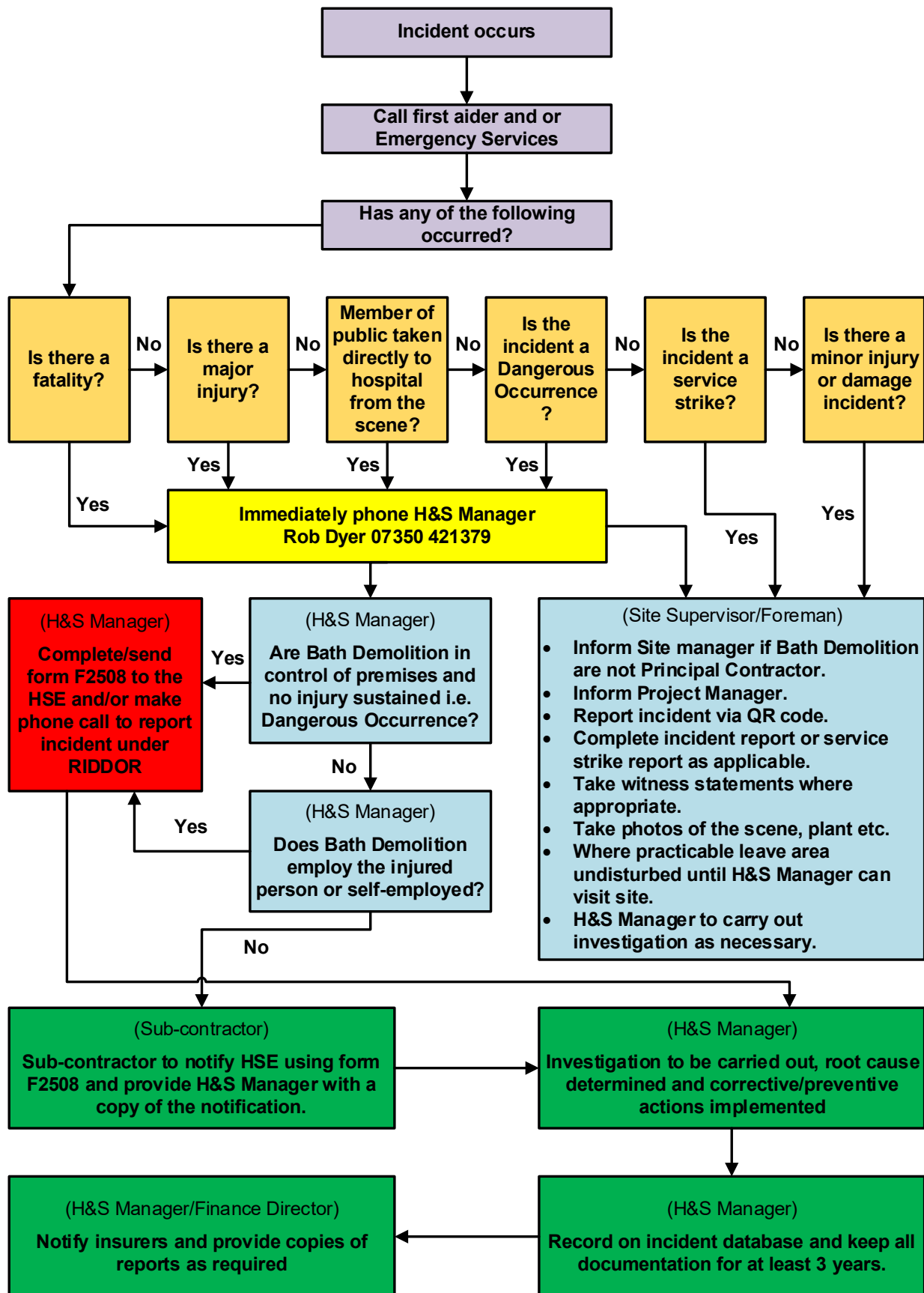
Appendix B: Traffic Management Plan



HSDC College Demolition/Traffic Management Plan



Appendix C: Incident Reporting Flowchart



Appendix D: 10 Steps to Safer Digging

10 steps to Safer Digging

If you answer **NO** to any of the below questions **STOP**.

Do not continue until all the answers are **YES**

- 1) **Have you** been issued a specific Permit to Dig?
- 2) **Have you** obtained up-to-date service plans that cover the whole works area? (Remember these are only an indication NOT a definite location).
- 3) **Have you** checked for evidence of underground/overhead services?
 - a) Overhead - they may be fed from or disappear to underground somewhere.
 - b) Street lighting, service covers, road and footpath markers, scars.

REMEMBER, LOOK UP, DOWN AND AROUND

- 4) **Have you** used a CAT and Genny to check for signals that indicate cables?
- 5) **Have you** marked up the location of signals found on the surface and extended outside the area to be excavated? (This should be with crayon, spray paint or marked with pegs).
- 6) **Have you** planned where to hand dig trial holes to prove the location of cable signals? (No mechanical excavation must be used within 500mm of ANY service unless positively identified along its length i.e. fully exposed).
- 7) **Have you** ensured the correct insulated tools are available for the works?
- 8) **Have you** used the CAT regularly down to the full depth of excavation (recommended every 150mm)?
- 9) **Have you** hand excavated to the side of services to locate them?
- 10) When a service has been found, **has it** been fully uncovered along its length through the work area? (You only know where it runs when you can see it).

REMEMBER

All tiles, bricks or warning tape removed, **MUST** be replaced over the utility.

Some cables are not live all of the time (street lighting etc).

Cable joints are fragile, **DO NOT** move them.

If it is suspected that a cable or pipe has been embedded in concrete then on **NO** account must the concrete be broken out, you **MUST** contact your Supervisor/Project Manager **IMMEDIATELY**.