

SYD BISHOP & SONS (DEMOLITION) LTD

CONSTRUCTION PHASE PLAN

FOR

DEMOLITION WORKS

AT

**ALEXANDRA HOUSE & THE LODGE
MAITLAND PARK VILLAS, LONDON NW3 2ET**

SYD BISHOP & SONS (DEMOLITION) LTD

WALDENS ROAD, ORPINGTON

KENT BR5 4EU

TEL: 01689 820315

**AS REQUIRED BY THE CONSTRUCTION (DESIGN & MANAGEMENT)
REGULATIONS 2007**

**TO BE READ IN CONJUNCTION WITH THE SYD BISHOP & SONS
(DEMOLITION) LTD HEALTH & SAFETY MANUAL**

Plan prepared by M Ropkins	Authorised by S Bishop
Sign & Date:	Sign & Date:

SYD BISHOP & SONS (DEMOLITION) LIMITED

CONTENTS

1	PROJECT DESCRIPTION / SCOPE OF WORKS
2	HEALTH & SAFETY POLICY STATEMENT / PRINCIPLES & OBJECTIVES FOR THE PROJECT
3	PROJECT DIRECTORY
4	EXISTING ENVIRONMENT / INFORMATION ON RESTRICTIONS
5	SIGNIFICANT HAZARDS WITH RISK TO HEALTH & SAFETY
6	MANAGEMENT STRUCTURE
7	SELECTION PROCEDURES a. Machinery & Plant / operator training b. Sub-Contractors
8	COMMUNICATIONS & CO-OPERATION
9	EMERGENCY PROCEDURES
10	REPORTING OF RIDDOR INFORMATION
11	WELFARE ARRANGEMENTS
12	INFORMATION FOR CONTRACTORS & TRAINING / CONSULTATION a. Tool box Talks / Health & Safety Training b. Display of Statutory Notices c. Health & Safety Information
13	ARRANGEMENTS FOR MONITORING
14	THE HEALTH & SAFETY FILE
15	GENERAL ARRANGEMENTS

APPENDICIES

- METHOD STATEMENTS
- RISK ASSESSMENTS
- SITE LAYOUT / FIRE PLAN
- F10 NOTIFICATION
- COSHH ASSESSMENTS
- SITE RULES
- ASBESTOS CLEARANCE CERTIFICATES (TO BE APPENDED HERE)
- VIBRATION-GENERATING TOOLS REGISTER

SYD BISHOP & SONS (DEMOLITION) LIMITED

SECTION 1

PROJECT DESCRIPTION / SCOPE OF WORKS

ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET

THE SCOPE OF THE WORKS

The works comprise the complete demolition and removal of the existing buildings down to, and including slabs and foundations.

Asbestos removal also forms part of the works.

PROPOSED TIMESCALE

Start: 31st August 2009

Completion: 4th November 2009

SITE MANAGER

The Site Manager for the project will be: **TBA**

SYD BISHOP & SONS (DEMOLITION) LIMITED

SECTION 2

Syd Bishop & Sons (Demolition) Ltd

Syd Bishop & Sons (Demolition) Ltd

Health and Safety Policy Statement

In accordance with its duty under Section 2(3) of the Health and Safety at Work etc. Act 1974 and in fulfilling its obligations to both employees and the public who may be affected by its activities; the Directors of Syd Bishop & Sons (Demolition) Ltd have produced the following statement of policy in respect of health and safety.

It is our aim to achieve a working environment which is free of work-related accidents and ill-health and to this end we will pursue continuing improvements from year to year.


We undertake to discharge our statutory duties by:

- Identifying hazards in the workplace, assessing the risks related to them and implementing appropriate preventative and protective measures.
- Providing and maintaining safe work equipment.
- Establishing and enforcing safe methods of work.
- Recruiting and appointing personnel who have the skills, abilities and competence commensurate with their role and level of responsibility.
- Ensuring that tasks given to employees are within their skills, knowledge and ability to perform.
- Ensuring that technical competence is maintained through the provision of refresher training as appropriate.
- Promoting awareness of health and safety and of good practice through the effective communications of relevant information.
- Furnishing sufficient funds needed to meet these objectives.

All employees on their part are encouraged to contribute actively towards achieving a work environment that is free of accidents and ill health.

Our health and safety policy will be reviewed annually to monitor its effectiveness and to ensure that it reflects changing needs and circumstances.

This statement is to be read in conjunction with the responsibilities, arrangements, procedures and guidance that together form the health and safety policy for Syd Bishop & Sons (Demolition) Ltd.

Signed:  Date: 25/1/2009
On behalf of Syd Bishop & Sons (Demolition) Ltd

SYD BISHOP & SONS (DEMOLITION) LIMITED

HEALTH & SAFETY PRINCIPLES & OBJECTIVES FOR THE PROJECT

To prevent injury to persons whether employed by Syd Bishop & Sons (Demolition) Ltd. or simply affected by the activities of Syd Bishop & Sons (Demolition) Ltd dangerous occurrences and damage to plant, equipment and premises.

1. To provide and maintain safe plant equipment and machines, safe and healthy places of work and safe systems of work.
2. To identify potential hazards so that proactive safety measures may be taken.
3. To undertake all activities in a manner which meets current statutory requirements and embodies Syd Bishop & Sons (Demolition) Ltd high standard of safety management.
4. To maintain all places of work, points of access and egress from work sites so that they are safe and without risk to staff, contractors, sub-contractors and others.
5. To provide and maintain adequate security to keep plant, equipment and premises in a safe condition.
6. To provide sufficient information, instruction, training and supervision to ensure the health, safety and welfare of all staff and trade contractors.
7. To ensure that design work carried out by the Syd Bishop & Sons (Demolition) Ltd. personnel and trade contractors falls within the current safety regulations.
8. To operate an effective system of communication between Syd Bishop & Sons (Demolition) Ltd. management and trade contractors to promote health, safety and welfare thus restricting injuries accidents and dangerous occurrences.
9. To review, amend, update and monitor the effectiveness of the safety plan, to keep up to date with new technical and legislative standards and to take account of any relevant incidents or changes in the scope and methods of work

ORGANISATION AND RESPONSIBILITIES

In pursuit of the above objectives, Syd Bishop & Sons (Demolition) Ltd. has defined the organisation for health, safety and welfare. This includes the delegation of duties and responsibilities throughout the management of every project.

The Managing Director reminds all project staff and contractors of their statutory responsibility whilst at work to take reasonable care for the health and safety of themselves and others who may be affected by their acts or omissions. They must also co-operate with others in order to promote and maintain adequate safety measures.

DATED: - 19 November 2009

SYD BISHOP & SONS (DEMOLITION) LIMITED

SAFETY PROCEDURES

The safety procedures are defined in the SYD BISHOP & SONS (DEMOLITION) LTD. Safety Policy document. They will incorporate the requirements of the Company's incident notification and investigation procedures, entry permit procedures, licences to store or to work and any other relevant HSE specification.

They will respond to any changes, which might be recommended by the HSE or any other suitably qualified body or as a consequence of the risk assessment procedure.

The following legislation and regulations shall apply to this project: -

1. The Health and Safety at Work Act 1974.
2. The Control of Pollution (Special Waste) Regulations 1998.
3. The Management of Health & Safety at Work Regulations 1999.
4. The Construction (Design & Management) Regulations 2007
5. The Code of Practice for Demolition Work BS 6187: 2000 and Guidance Notes GS 29 (1-4).
6. The Control of Asbestos Regulations 2006
7. The Personal Protective Equipment Regulations 1992
8. The Construction (Head Protection) Regulations 1989
9. The Control of Substances Hazardous to Health (Amendment) Regulations 2004 (COSHH 2004)
10. The Control of Lead at Work Regulations 2002.
11. The Approved Code of Practice COP2, revised 1998;
12. Provision and Use of Work Equipment Regulations: 1998.
13. The Lifting Operations and Lifting Equipment Regulations 1998.
14. The Electricity at Work Regulations 1989.
15. The Noise at Work Regulations 2005.
16. The Health and Safety Executive Guidance Note EH40/98 relating to Occupational Exposure limits, updated annually
17. The Work at Height (Amendment) Regulations 2007
18. Control of Vibration at Work Regulations 2005
19. The Hazardous Waste Regulations 2005

SYD BISHOP & SONS (DEMOLITION) LIMITED

SECTION 3

PROJECT DIRECTORY

CDM Coordinator: Holbrow Brookes Construction Consultants
Pinewood
Bell Heath Way
Woodgate Business Park
Woodgate
Birmingham
B32 3BZ

Tel: 0121 423 4000

Contact: Mr P Dudley

Client: Housing for Older People Project Tel: 0207 974 4338
London Borough of Camden
Housing and Adult Social Care
Room 7, Ground Floor
79 Camden Road
London
NW1 9ES

Contact: Ms N Shafaati

Contract Administrator: TBA

Principal Contractor: Syd Bishop & Sons (Demolition) Ltd. Tel: 01689 820315
Waldens Depot Fax: 01689 829240
Waldens Road
Orpington
Kent
BR5 4EU

Contact: - Mr S Bishop
- Site Manager: TBA

Sub-Contractors: NA to this contract

SYD BISHOP & SONS (DEMOLITION) LIMITED

SECTION 4

EXISTING ENVIRONMENT / INFORMATION ON RESTRICTIONS

STATEMENT

Syd Bishop & Sons (Demolition) Ltd shall ensure that the health & safety of local residents / general public is taken into account for the works. Also, the level of noise and nuisance will be kept to a minimum.

The location of all plant and machinery and crushing equipment will be positioned as far as is reasonably practicable from sensitive receptors, specifically members of the public and adjacent occupied buildings / residential dwellings.

Syd Bishop & Sons (Demolition) Ltd shall carry out an assessment of the surroundings and shall consider all proposed works and processes, which may adversely affect the environment. All possible ways and means to reduce adverse effects shall be considered.

All the works are confined to within the boundary of the premises.

EXISTING ENVIRONMENT

KNOWN PREVIOUS USE OF THE SITE

Care home.

EXISTING STRUCTURE CONDITION

The buildings are of traditional construction – load bearing brickwork, with concrete floors and concrete ground floor slab and timber, tiled pitched roof. They are generally 2 storeys with some single storey structures (garages). Basements are present within some of the structures.

EXISTING SERVICES

Arrangements must be made to have the services, including gas and electricity terminated / made safe prior to commencing any demolition works and excavations.

Plans and / or other suitable information about the location of buried services in the area must be available prior to excavation works commencing. Any remaining live services must be identified, marked and protected throughout the works or until such a time as they are isolated / made safe.

A CAT scan of the site is to be carried out prior to works commencing as a matter of course to identify the possibility of 'rogue' services.

SYD BISHOP & SONS (DEMOLITION) LIMITED

GROUND CONDITIONS

The site is largely covered with tarmac (which is to be removed off site). There are some grassed areas and areas with trees / vegetation. Areas of Japanese Knotweed are sectioned off with Heras fencing and have been treated.

ACCESS TO THE SITE

Access will be gained via the main entrance to the site on Maitland Park Villas, a two way road. An existing double metal gated entrance, slightly set back from the road will be used as a vehicle entrance and an existing single pedestrian gated entrance will also be utilised. All lorries entering / leaving the site will be under the supervision of a trained banksman.

WORKING HOURS

Working Hours will be restricted to: Monday – Friday 0800 to 1700 and Saturdays 0800 to 1300. Works shall not take place outside these hours unless by prior arrangement with the Contract Administrator. (Minimum of 24 hours notice to be given).

This site will be closed on Sundays and Bank Holidays.

SURROUNDING LAND USE & RELATED RESTRICTIONS

The surrounding land use is predominantly made up of residential dwellings up to four storeys in height.

Due to the close proximity of adjacent occupiers – residential, noise, dust and vibration will be kept to a minimum. Working hours will also be restricted.

SECTION 5

SIGNIFICANT HAZARDS WITH RISK TO HEALTH & SAFETY

ASBESTOS

A Type 3 Asbestos Survey has been carried out IN July 2009 by: AMEC Earth & Environmental Ltd.

Also, a Type 2 Asbestos Survey was carried out by AMEC Earth & Environmental Ltd in December 2008 which is referred to in the Type 3.

All known asbestos from the Type 3 Asbestos survey will be removed under controlled conditions with air clearance certificates being supplied prior to demolition commencing. All in accordance with the Control of Asbestos Regulations 2006.

A Plan of Work will be developed for all asbestos removal works with the HSE being notified (ASB5 – 14 day notification).

Should further Asbestos be suspected during the contract, works will cease upon the affected area with the CDM Coordinator and Contract Administrator being informed immediately.

All asbestos waste will be disposed of at Pinden Ltd, Pinden Quarry, Green Street Green Road, Longfield, Dartford, Kent DA2 8EB.

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HAZARDOUS SUBSTANCES

A full COSHH assessment will take place prior to works commencing to identify any hazardous substances within the structures to be demolished and the control measures / safe systems of work to be implemented. All in accordance with the Control of Substances Hazardous to Health (Amendment) Regulations 2004 (COSHH 2004)

LEPTOSPIROSIS (WEILS DISEASE)

Appropriate RPE / PPE will be utilised when working in areas where there is a risk of Weils Disease (contaminated water, sewers, where presence of rats is suspected). Hygiene facilities will be provided in accordance with the Construction (Design & Management) Regulations 2007. Upon arrival on site, operatives will be inducted as to the hazards present on site.

REMOVAL OF WASTE / DRAINAGE

All works to be carried out using appropriate PPE where a risk of Leptospirosis (Weils disease), Hepatitis B etc from waste removal works.

DRUG USERS' PARAPHERNALIA

It is assumed that drug users' paraphernalia may be present; needles which will require removal by an environmental health team prior to works commencing on site. Should needles be discovered during the course of the works, contact will be made with the environmental health team through the Contract Administrator for the safe removal of these.

PRESENCE OF LEAD

It is presumed that lead may be present within the structure. All demolition is to be by remote means (machine) with dust suppression via water application. PPE to be worn and good hygiene to be observed.

JAPANESE KNOTWEED

There are a number of areas of Japanese Knotweed within the site which are currently being treated. These have been sectioned from the rest of the site using Heras fencing. It is understood that this will remain until after the demolition works have been completed. Signage will be erected to inform all on site to not disturb the areas.

VIBRATION AT WORK – HAV, WBV

All works to be carried out in accordance with the Control of Vibration at Work Regulations 2005. A register of vibration generating tools will be kept on site at all times and must be referred to when using the equipment to determine the controls required. Also, see risk assessments within this document. Control measures are to be in place observed by the Site Manager and operative using the equipment to ensure the ELV (Exposure Limit Value) is not exceeded.

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MOVEMENT OF VEHICLES

Clear notices will be displayed around the site and at the site entrances. A banksman will be on hand at the site entrance and for reversing vehicles.

Separation of site and pedestrian traffic will be provided within the site by clearly defined barriers and routes.

All site vehicles to be fitted with amber flashing lights. 5mph speed limit to be observed at all times whilst on site.

EXCLUSION OF UNAUTHORISED PERSONS

Solid barriers will be in place to all site boundaries through the provision of either Heras type fencing, and/or the utilisation of existing boundary walls in order to fully enclose the site. Warning signs will be placed around this perimeter fence.

Openings / voids to be covered over. Any stacks of materials are to be safely stacked to ensure they cannot fall over / become easily unstable.

Machines / plant will be secured and made safe at the end of each working day. The site and the structures will be left in a safe and secure condition at the end of each working day.

All vehicles must be immobilised when not in use – (keys removed from ignition).

Prior to demolition commencing at the start of each day, physical checks will be carried out to ensure that there are no persons within the building.

Security to be maintained at all times including outside of working hours.

WORKING AT HEIGHT

Appropriate access equipment will be utilised, Harness Arrest Equipment and PPE all in accordance with the Work at Height (Amendment) Regulations 2007. Work at height will not take place during high winds / inclement weather.

Generally, demolition will be by remote methods (machines) and will therefore not expose operatives to working at height. However, the aforementioned shall be observed if required.

PROTECTION FROM FALLING DEBRIS / MATERIALS

No 'bombing' of debris / materials shall occur. Debris shall be lowered by hand, drop zones established, mechanically or by chute. During machine demolition, exclusion zones to be implemented and Permit to Work to be employed in these areas.

EXISTING SERVICES

CAT equipment will be used to identify the location of underground cables. Mechanical excavators will not be used within 0.5m of electricity cables / gas pipes.

Arrangements must be made to have the services, including gas and electricity terminated / made safe prior to commencing any demolition works and excavations.

Plans and / or other suitable information about the location of buried services in the area must be available and is to be consulted prior to excavation works commencing. Any remaining live services must be identified, marked and protected throughout the works or until such a time as they are isolated / made safe with isolation certificates being obtained.

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CONTROL & DISPOSAL OF WASTE

All waste will be taken from the site in bins / skips for safe removal and disposal to a licensed disposal site. Carriage certificates / Waste transfer notes will be retained, with copies being forwarded to the CDM Coordinator as part of the Health & Safety File.

Waste for recycling will be taken to licensed recycling centre.

WORKING DIRECTLY ADJACENT TO OCCUPIED PREMISES

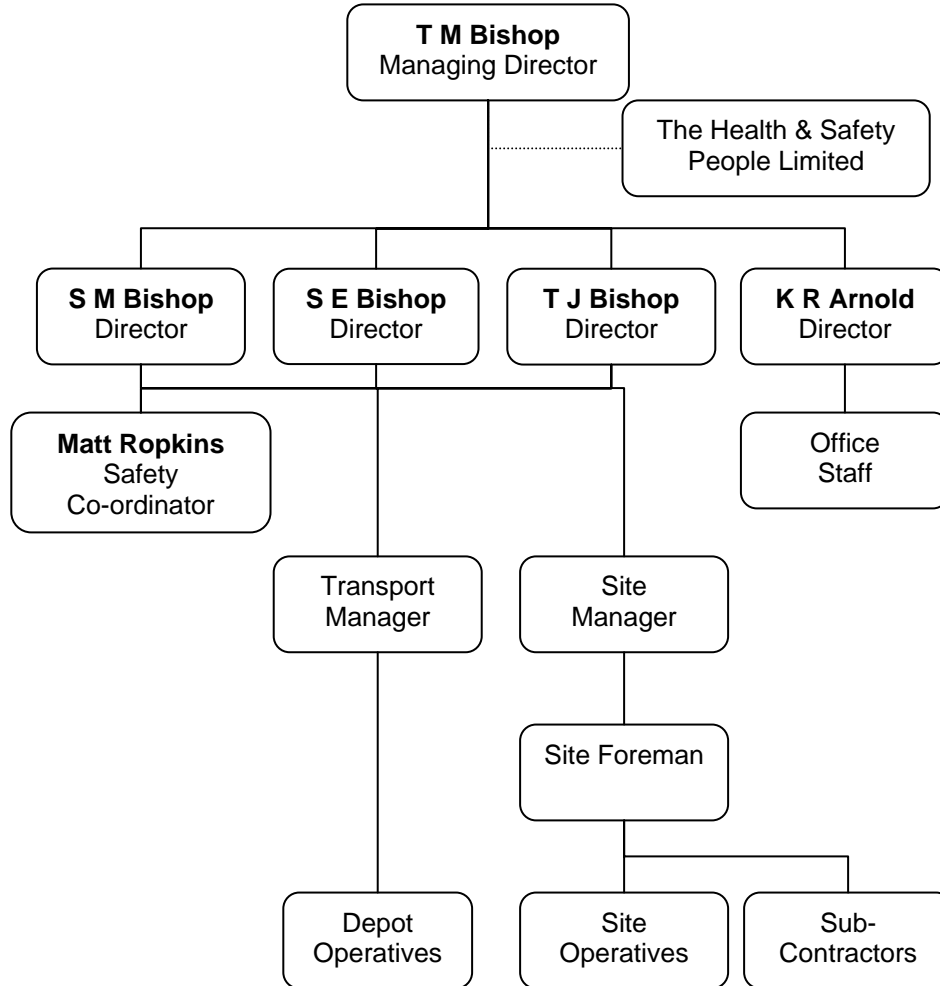
Great care to be exercised to ensure the safety of adjacent properties and their occupants. Noise, dust and vibration to be kept to a minimum. Monitoring to be carried out. Appropriate protection must be afforded to ensure that no materials / demolished materials breach the demolition site boundary.

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SECTION 6

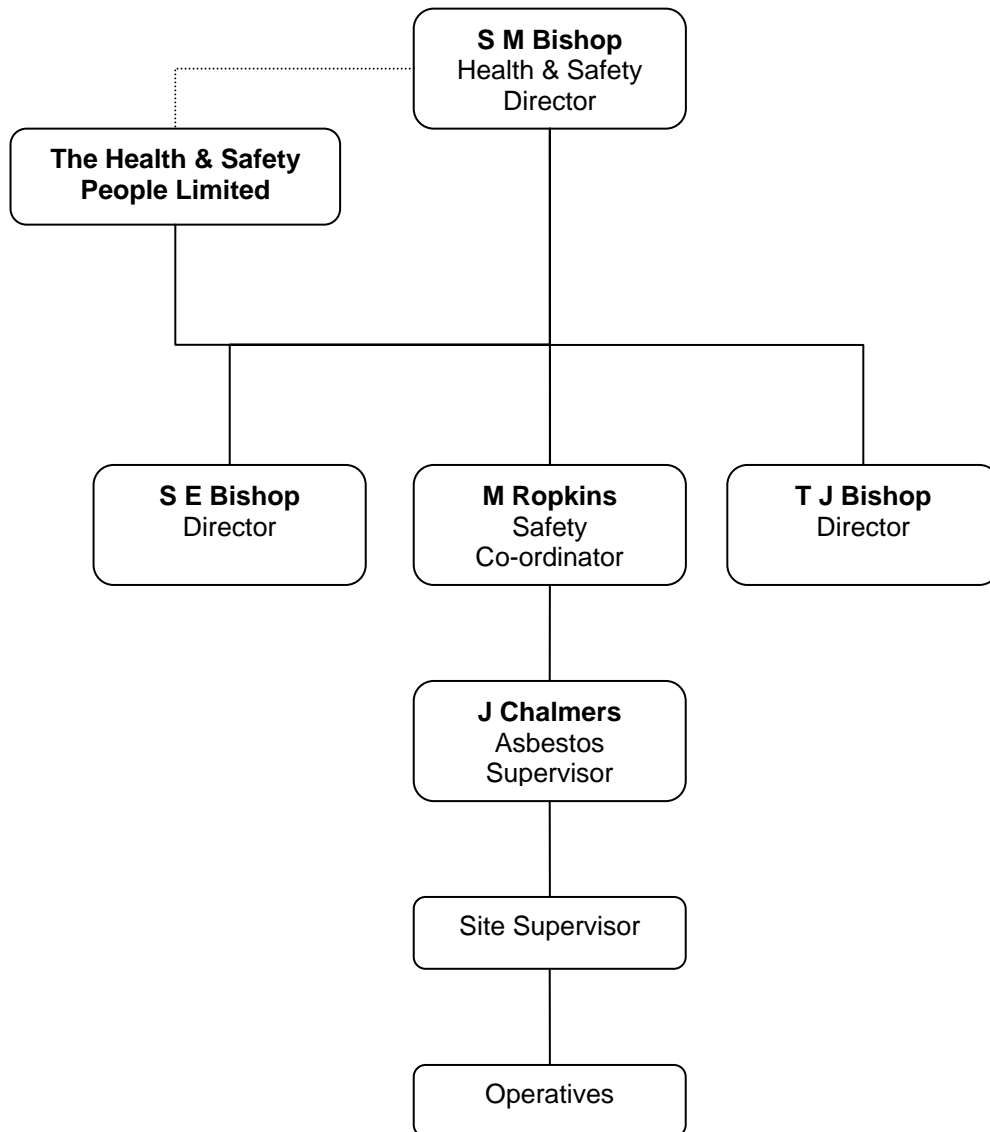
MANAGEMENT STRUCTURE

MANAGEMENT STRUCTURE FOR HEALTH & SAFETY



SYD BISHOP & SONS (DEMOLITION) LIMITED

ASBESTOS REMOVAL LINE OF RESPONSIBILITY AUDIT TRAIL



SYD BISHOP & SONS (DEMOLITION) LIMITED

RESPONSIBILITIES FOR HEALTH & SAFETY

T M BISHOP – MANAGING DIRECTOR

The Managing Director's Health and Safety responsibilities are to ensure that:

1. The Policy is effectively implemented, monitored, developed and communicated effectively to all staff and that necessary alterations are made to the policy to reflect changes in legislation or Company development;
2. Suitable and sufficient funds, people and equipment are made available to meet the health and safety requirements of the Policy;
3. The appropriate insurance cover is provided and maintained;
4. Procedures are put in place to ensure that all equipment is in good condition, adequately maintained and guarded, is suitable for the purpose for which it is used and has any required certificates of inspection or examination;
5. All levels of management and employees understand their responsibilities for health and safety placed upon them by this Policy;
6. An effective training programme is established to ensure that all levels of employees are trained and competent to carry out their duties;
7. The Board recognizes its role in providing health and safety leadership in the Company and to engage the active participation of workers in improving health and safety through continuous improvement;
8. Procedures are put in place to ensure that planning and control measures are provided to establish safe working methods for situations involving potential hazards;
9. Health and Safety objectives are set and their achievement is measured and reported in the annual report.

S M BISHOP – DIRECTOR

The Health and Safety responsibilities at the Director's level of management are to ensure that:

1. He understands the Company's Health and Safety Policy and understands his responsibilities;
2. He actively leads the implementation of the health and safety policy;
3. Adequate welfare facilities are provided and maintained in a satisfactory condition;
4. He communicates and consults with staff on issues of health and safety and encourages staff to report hazards and raise health and safety concerns;
5. Written instructions are provided through risk assessment and safe systems of work, to establish working methods, to explain the sequence of operations, to outline the potential hazards and implementation of suitable risk controls;
6. Any hazardous substances are stored, transported, handled and used in a safe manner in accordance with manufacturers' instructions and established rules and procedures;
7. All health and safety site rules are followed by all;
8. All plant and work equipment within the workplace is maintained in a safe condition, guarded in accordance with the relevant legislation and has the statutory certificates of inspection or examination;
9. Adequate supervision of staff is provided to ensure that they are working safely, including the provision of increased supervision for new employees and young persons (under 18 years);

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10. All accidents/incidents, ill health, dangerous occurrences, and other issues concerning safety raised by anyone at work, are recorded and investigated such that effective controls can be implemented to help prevent recurrence;
11. Safety training requirements are identified for all members of staff under his control, to ensure that those members of staff are competent to undertake their work in a safe manner;
12. Personal protective equipment is readily available and maintained, and relevant staff are aware of its correct use, storage and procedures for replacement;
13. He sets a good personal example by using the appropriate protective equipment whilst on site;
14. His Line Manager is informed of any change to his state of health, either temporary or permanent, which might affect his working ability or his suitability to carry out any particular task or tasks.

T J BISHOP & S E BISHOP – DIRECTORS

The Health and Safety responsibilities at the Director's level of management are to ensure that:

1. They understand the Company's Health and Safety Policy and understand his responsibilities;
2. They actively lead the implementation of the health and safety policy;
3. Adequate welfare facilities are provided and maintained in a satisfactory condition;
4. They communicate and consult with staff on issues of health and safety and encourage staff to report hazards and raise health and safety concerns;
5. Written instructions are provided through risk assessment and safe systems of work, to establish working methods, to explain the sequence of operations, to outline the potential hazards and implementation of suitable risk controls;
6. All health and safety site rules are followed by all;
7. All plant and work equipment within the workplace is maintained in a safe condition, guarded in accordance with the relevant legislation and has the statutory certificates of inspection or examination;
8. Adequate supervision of staff is provided to ensure that they are working safely, including the provision of increased supervision for new employees and young persons (under 18 years);
9. Safety training requirements are identified for all members of staff under his control, to ensure that those members of staff are competent to undertake their work in a safe manner;
10. They set a good personal example by using the appropriate protective equipment whilst on site;
11. Their Line Manager is informed of any change to their state of health, either temporary or permanent, which might affect their working ability or his suitability to carry out any particular task or tasks.

MATT ROPKINS – SAFETY CO-ORDINATOR

The Health and Safety Co-ordinator's responsibilities are to ensure that:

1. The policy is effectively administered and monitored, and that necessary alterations are made to the policy to reflect changes in legislation or company development;
2. Management are advised of relevant changes in health and safety legislation, codes of practice and recognized industry standards;
3. All reportable injuries, diseases and dangerous occurrences are reported to the relevant enforcing authority;

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4. All accidents/incidents, ill health, dangerous occurrences, and other issues concerning safety raised by anyone at work, are recorded and investigated such that effective controls can be implemented to help prevent recurrence;
5. Contact is coordinated with external organizations, such as emergency services;
6. Regular meetings are held at which issues of health and safety can be discussed, objectives and plans reviewed and actions for continual improvement developed;
7. Health and safety assessment requirements are identified and advised to management;
8. Risk assessments are carried out and written instructions provided to establish safe working methods; regular reviews are carried out and any changes brought to the attention of staff affected;
9. Regular health and safety site inspections/audits are carried out to ensure that all staff and working conditions are in compliance with all mandatory legislation and site rules.

TRANSPORT MANAGER, SITE MANAGER, & SITE FOREMAN

The Health and Safety responsibilities at this level of management are to ensure that:

1. They understand the Company's Health and Safety Policy and understand their responsibilities;
2. They actively lead the implementation of the Health and Safety Policy;
3. Written instructions are provided through risk assessment and safe systems of work, to establish working methods, to explain the sequence of operations, to outline the potential hazards and implementation of suitable risk controls;
4. They communicate and consult with staff on issues of health and safety and encourage staff to report hazards and raise health and safety concerns;
5. All accidents/incidents, ill health, dangerous occurrences, and other issues concerning safety raised by anyone at work, are recorded and investigated such that effective controls can be implemented to help prevent recurrence;
6. Persons under their control are adequately trained and competent to carry out their work and operate any plant or equipment in a safe manner;
7. Any hazardous substances are stored, transported, handled and used in a safe manner in accordance with manufacturers' instructions and established rules and procedures;
8. All plant and work equipment within the workplace is maintained in a safe condition, guarded in accordance with the relevant legislation and has the statutory certificates of inspection or examination;
9. Management is informed of any safety issues that cannot be resolved;
10. Personal protective equipment is readily available and maintained, and relevant staff are aware of its correct use, storage and procedures for replacement;
11. They set a good personal example by using the appropriate protective equipment whilst on site.

OPERATIVES & OFFICE STAFF

The Health and Safety responsibilities of the Operatives and Office Staff are to ensure that they:

1. Understand the Company's Health and Safety Policy, understand their responsibilities and comply with the requirements;
2. Use the correct tools and equipment for the task;
3. Use the personal protective equipment provided;
4. Only use tools which are in good condition;

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5. Report all defects in tools, plant, equipment and materials, or any obvious safety or health hazards;
6. Take reasonable care not to endanger themselves or other persons through their actions or omissions at work;
7. Avoid improvisation;
8. Warn new employees of known hazards;
9. Refrain from horseplay, and follow all health and safety site rules;
10. Do not misuse or abuse anything provided under a statutory requirement in the interests of health and safety;
11. Co-operate with the Company on all aspects of health, safety and welfare;
12. Do not operate any equipment or machinery unless they have been fully trained and instructed in its operation;
13. Report all accidents and incidents so that action can be taken to prevent a recurrence;
14. Inform their Line Manager of any change to their state of health, either temporary or permanent, which might affect their working ability or their suitability to carry out any particular task or tasks.

SUB-CONTRACTORS

The Sub-Contractors' Health and Safety responsibilities are to:

1. Provide copies of their Health and Safety Policy and any other documentation appertaining to health and safety that may be requested by the Company;
2. Comply with all the requirements of this Company's Health and Safety Policy;
3. Undertake work in accordance with the relevant statutory provisions and taking into account the safety of others on the site and the general public;
4. Ensure that all plant or equipment brought on to site is safe and in good working condition, fitted with any necessary guards and safety devices and with any necessary certificates available for checking;
5. Ensure that any injury sustained or damage caused by their employees is reported immediately to this Company's site representative;
6. Follow this Company's site safety rules and comply with any safety instructions given by this Company's site representative;
7. Ensure that any materials or substances brought on site which have health, fire or explosion risks are used and stored in accordance with Regulations and current recommendations and that information is provided to any other person who may be affected on site. Assessment of risk associated with any substance or process hazardous to health that will be used on the site must be presented to this Company's site representative before work commences;
8. Ensure that workplaces are kept tidy and all debris, waste materials, etc are cleared as work proceeds;
9. Provide written instructions through risk assessment and safe systems of work, to establish safe working methods, to explain the sequence of operations, to outline the potential hazards and implementation of suitable risk controls;
10. Attend safety meetings as requested; these meetings shall be the principal point for the transfer of information.

SYD BISHOP & SONS (DEMOLITION) LIMITED

THE HEALTH & SAFETY PEOPLE LIMITED

The Health and Safety People Limited have been retained as the Company's Safety Advisers and shall:

1. Ensure that the Health and Safety Policy and documentation, as prepared by them, is reviewed and updated as required;
2. Provide a telephone advisory service relating to all aspects of health and safety at work;
3. Carry out site safety inspections, as requested by the Company;
4. Provide written reports and assessments for the Company subsequent to the inspections;
5. By arrangement, provide an accident investigation service and liaise with the enforcing authority;
6. If requested, assess all method statements prepared by the Company;
7. If requested, attend meetings regarding health and safety, on behalf of the Company;
8. If requested, provide health and safety training to both management and staff;
9. Ensure that The Health and Safety People's staff act to reduce imminent danger wherever that may be seen in any area of the Company's responsibilities.

SYD BISHOP & SONS (DEMOLITION) LIMITED

SECTION 7

SELECTION PROCEDURES

PLANT AND EQUIPMENT – SELECTION & USE

All plant and equipment shall be fit for the use to which it will be put.

Plant operators carry out weekly inspections on machines. After 500 hours they are serviced by our servicing department. All lorries are serviced every 6 weeks.

The site foreman will hold detailed maintenance registers. All plant maintenance procedures will be carried out under a permit to work. The policy is prevention rather than cure.

No plant to be used by untrained staff. Documentation of training to be available.

All lifting equipment will have been tested / inspected within the statutory requirements and the certificates held by the senior site representative.

Trained banksmen will be used whenever plant is moved in the vicinity of other personnel or where there is the possibility of personnel moving and the driver does not have full vision.

Anticipated plant list:

3 x 360 degree Tracked Excavators / Loaders with appropriate attachments:

- Hydraulic Shears
- Hydraulic Pulverisors
- Rotational Grapples
- Hydraulic Nibblers
- Buckets

Hand tools

These machines will be operated and used by competent and experienced operators, fully certified for the type of machine. All machines comply with all current noise regulations.

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PERMITS TO WORK

A current certificate of training achievement shall be considered sufficient in most ordinary circumstances.

For work in hazardous circumstances a permit to work system shall be prepared and used. The system shall detail:

1. The methods by which the space shall be, if necessary, withdrawn from service and/or adequately isolated for the protection of those within and the notices to be displayed.
2. The precautions that shall be taken to prevent any potentially hazardous material from entering/leaving the space whilst persons are working
3. The methods that shall be used to remove hazardous gases, fluids or materials from the space
4. The limitations of the permit to work, stating the particular plant or item on which work will be undertaken and the nature of the operation
5. The duration of the permit and its time of expiry

When the permit is made out it shall state clearly the precautions to be taken prior to and during entry

This system is to ensure that the correct procedures have been adopted prior to entry.

Where hot work is under taken, works will cease at least sixty minutes before end of the working shift, and working area checked, during this period, for potential fires at least twice before shift end.

This will be recorded on the permit to work.

The following tasks will be included in the permit to work scheme where relevant:

Hot work
Live Electrical
Dig / Enter Excavation
Work at heights
Scaffold erection/amendment
Confined Space Entry
Lone Working on Host Employers' Site

SUB – CONTRACTOR – SELECTION

Prior to the appointment of sub-contractors, a vetting procedure will take place to ensure the competency of the contractor and the adequate allocated of resources to fulfil his safety obligations in compliance with current legislation.

SYD BISHOP & SONS (DEMOLITION) LIMITED

SECTION 8

COMMUNICATIONS & CO-OPERATION

DESIGN

The Principal Contractor is to liaise with all members of the design team and the client and is to notify the CDM Coordinator of any change in design that could foreseeably affect the health & safety of site operatives, subcontractors, site visitors, tenants, members of the public, adjacent occupiers etc.

SITE

All operatives on site, including subcontractors will be consulted individually about health and safety and their own functions on a regular basis. This will require the principal contractor's senior person on site talking to them specifically about safety at least weekly. This will be carried out in the form of Site Inductions, Toolbox Talks, other.

The Project Director will liaise with the Site Manager on site at least bi-weekly. The Safety Officer will also make regular visits to site.

SECTION 9

EMERGENCY PROCEDURES

MEDICAL EMERGENCIES

In the event of an injury or sudden illness on site the following action is to be taken:

1. First aid assistance is to be obtained, if appropriate;
2. The injured or ill person is to be conveyed to hospital by the quickest possible means, or an ambulance is to be summoned, ensuring that the address is given accurately;
3. The full details of the injured or ill person and the details of the injuries or illness are to be passed to the site foreman and **Matt Ropkins** as soon as possible.

ACCIDENTS / INCIDENTS

All accidents and cases of work-related ill health are to be recorded in the accident book, which is located **in the Transport Managers Office or in the Site Office.**

Matt Ropkins is responsible for reporting accidents, diseases and dangerous occurrences to the enforcing authority if necessary.

Matt Ropkins and S M Bishop are responsible for investigating accidents/incidents, ill health and dangerous occurrences and also Near Misses. At their discretion they may call on The Health and Safety People to assist with the investigation.

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Fire Plan:

Named Fire Marshal is: **TBA**

Escape routes on the site are to be a major consideration. They will frequently change due to the moving nature of the site, but will be identified, kept clear and regularly checked. Areas to be kept clear at all times will be demarcated by tapes and if necessary will be denoted on drawings for operatives.

Portable fire extinguishers will be located within the site office and at locations around the site.

The fire procedures will be overseen by the Appointed Fire Marshall and will be an integral part of the site induction training.

The fire alarm will be a compressed air foghorn.

The following action is to be taken in the event of a fire or explosion occurring on site:

- a) The site is to be evacuated
- b) The fire brigade is to be summoned immediately
- c) Portable fire extinguishers are to be used in an attempt to put the fire out or to contain it. This is only to be undertaken if there is no risk to personnel.
- d) Staff are to report their presence to the Fire Marshall at the assembly point that will be outside the main entrance. (See attached Site Layout Plan).
- e) Full details of the incident are to be passed to the CDM Coordinator as soon as possible.

First Aid:

The Appointed Person for First Aid is: **TBA**

Names and locations of first aiders and introduction to them and position of first aid boxes and rules for their use shall be part of the induction training.

Medical Emergency:

In the event of an injury or sudden illness on site the following action is to be taken

- a) First Aid assistance is to be obtained, if appropriate
- b) The injured or ill person is to be conveyed to hospital, by the quickest possible means, or
- c) An ambulance is to be summoned, ensuring that the address is given accurately
- d) The full details of the person injured or ill and the details of the injuries or illness are to be passed to the contract director as soon as possible.
- e) **The nearest 24 hour Accident & Emergency Hospital is: Royal Free Hospital, Pond Street, London, Greater London, NW3 2QG Tel: 020 7794 0500**
- f) A copy of the relevant location map will be displayed on site in the site welfare accommodation. (Please see Appendix for copy of the map).

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BOMB (REAL OR HOAX)

The following action is to be taken in the event of a bomb (real or hoax) being discovered or threatened:

- a) The area is to be evacuated
- b) The police are to be summoned and the project manager is to be alerted
- c) Staff should report their presence to the senior person at the assembly point.
- d) Full details of the incident are to be passed to the senior site person as soon as possible.

In the event of an “incident” the following are to be contacted as matter of priority:

1. Emergency Services (if applicable) and Syd Bishop & Sons’ office – 01689 820315

Additional Contact Information:

1. Site Manager **TBA**

Others may be added to this list at any time. The list is not exhaustive.

A COPY OF THIS “TOTAL INCIDENT RESPONSE PLAN” WILL BE DISPLAYED ON THE WALL INSIDE THE SITE ACCOMMODATION, INCLUDING THE FIRE PLAN.

Any incident will be dealt with as set out in Section N of the Procedures Section of the Company’s Health and Safety Policy, entitled “Arrangements for First Aid, Medical Emergencies, Accidents / Incidents”

IN CASE OF A GAS STRIKE

CALL 0800 111 999 IMMEDIATELY. AN ENGINEER WILL BE ON SITE WITHIN 1 HOUR.

IN CASE OF STRIKING ELECTRICITY CABLES – CALL EDF:

LONDON – 0800 028 0247

**EAST OF ENGLAND – (including East Anglia, Essex, Hertfordshire & Cambridgeshire)
0800 783 8838**

SOUTH EAST OF ENGLAND – (Kent, Surrey & Sussex) 0800 783 8866

SYD BISHOP & SONS (DEMOLITION) LIMITED

FIRE / EMERGENCY ACTION (To be displayed at all places of work)

Action in the event of a fire or explosion:

The following action is to be taken in the event of a fire or explosion occurring on site:

1. Raise the alarm (If you are not near an alarm device shout "FIRE" and give the LOCATION);
2. Inform the Site Manager or his deputy, who will alert the Fire Brigade by telephone and inform anyone else in the building/on site;
3. Put the fire out if that is possible without putting yourself in danger;
4. Report to the senior person at the assembly point.

The Site Manager or his deputy is to ensure that full details of the incident are to be passed to the Contracts Manager as soon as possible.

Action in the event of discovering a bomb (real or hoax):

The following action is to be taken in the event of a bomb (real or hoax) being discovered or threatened:

1. Raise the alarm (If you are not near an alarm device shout "FIRE");
2. Inform the Site Manager or his deputy, who will summon the Police by telephone and inform anyone else in the building/on site;
3. Report to the senior person at the assembly point.

The Site Manager or his deputy is to ensure that full details of the incident are to be passed to the Contracts Manager as soon as possible.

Action on hearing the alarm:

On hearing the emergency alarm, the following action is to be taken:

1. Evacuate the site quickly and quietly. Do not wait to finish the phone call or to collect personal belongings;
2. Report to the senior person at the assembly point;
3. Do not re-enter the site until the senior fire officer declares that it is safe to do so.

THE ASSEMBLY POINT IS LOCATED: OUTSIDE THE MAIN ENTRANCE TO THE SITE **Summoning the fire brigade:**

The information that shall be required is:

COMPANY NAME: SYD BISHOP & SONS (DEMOLITION) LTD

**LOCATION OF THE FIRE: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS,
LONDON NW3 2ET**

BRIEF DETAILS OF THE EMERGENCY e.g. FIRE IN THE GROUND FLOOR

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SECTION 10

REPORTING OF RIDDOR INFORMATION

This shall be carried out in accordance with the regulations for the reporting of workplace accidents and cases of ill health. This shall be the responsibility of the Site Manager to ensure that all relevant incidents / accidents on the site are communicated to head office Management who will then inform the HSE if required.

The HSE's Incident Contact Centre telephone number is 0845 300 9923, fax is 0845 300 9924. These can also be reported via email to: riddor@natbrit.com. Or by post to: Incident Contact Centre, Caerphilly Business Park, Caerphilly CF83 3GG.

SECTION 11

WELFARE ARRANGMENTS

SITE SET UP / WELFARE FACILITIES

Welfare facilities shall be provided in accordance with the Construction (Design & Management) Regulations 2007 and shall include at least the following:

1. Drying space (for clothing) – must be warm, dry and well ventilated with a separate hook for each operative.
2. Adequate supply of drinking water with cups.
3. Basins - large enough to wash face, hands and forearms.
4. A supply of hot and cold or warm running water.
5. Soap and towels
6. Rest facilities – must be a shelter from the wind and rain and heated as required. Tables and chairs, kettle for boiling water, a means for warming up food.

SECTION 12

INFORMATION FOR CONTRACTORS & TRAINING / CONSULTATION

TRAINING REQUIREMENTS

Training requirements will be satisfied before the commencement of the works.

Training records must be kept on site for all operatives.

Site management will ensure that all new comers to the site are given training about the following and that the recipients of the information understand what is expected of them.

- a) The Health & Safety at Work Act
- b) The Company's policy for health, safety and welfare
- c) Fire and emergency procedures (including the location and use of extinguishers)
- d) First aid - names and locations of first aiders and introduction to them and position of first aid

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boxes and rules for their use

- e) Use and availability and storage of protective clothing and equipment
- f) General hazards in and around their work area
- g) Specific hazards allied to their work area
- h) Procedures for reporting accidents, injuries and property damage
- i) Safe systems of work, where applicable
- j) Welfare - location of canteens, toilets, etc., and other welfare matters
- k) Ordnance, as specifically relating to this site.

No one (including trade contractors or public utility staff) will be allowed onto a live workplace without having first undergone a contract specific, safety and site induction. This will be bolstered by regular toolbox talks on pertinent, current topics.

Specific

A training register will be held on site, which will detail each named individual's training achievement and experience.

All employees will be trained to safely perform their allocated tasks. This training might include tool or function specific courses. Where applicable this training will be supplied by an HSE accredited body.

All personnel on site must produce their CSCS card or other affiliated scheme card together with any other specialist training records requested by the site management at their induction.

Construction plant operatives must also produce a valid and relevant CPCS (Construction Plant Competence Scheme Card) at induction.

Contractors are obliged to carry out their own training and provide evidence of such training prior to commencing the works.

CONSULTATION

Views of all employees; direct or sub-contract on matters of health & safety will be encouraged by the Site Management.

DISPLAY OF STATUTORY NOTICES /

All relevant statutory notices will be displayed in prominent positions on the site including within the site office. These will include:

- Additional F10 Notification
- Health & Safety Law Poster
- Copy of the Health & Safety Policy Statement
- Emergency Contact details
- Copy of the Employer's Liability Insurance
- The Dangerous Substances & Explosive Atmospheres Regulations 2002 (where LPG or highly flammable liquids are used)

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SECTION 13

ARRANGEMENTS FOR MONITORING

SAFETY SURVEILLANCE

Safety surveillance is a company wide function. There is a very real sense that each operative is his own and his colleague's safety supervisor. Each is charged with the responsibility to assist the other in safety matters.

More formally there will be a strict system of site safety checking. This will be carried out weekly by the senior person on that shift using the site safety inspection sheet. The details will be held on file in the site office.

SECTION 14

THE HEALTH & SAFETY FILE

Information relevant will be gathered throughout the project for inclusion in the Health & Safety File. Once all relevant information is available, this will be forwarded to the CDM Coordinator at Practical Completion for approval and forwarding to the client.

Such information shall include waste transfer notes, clearance certificates etc.

SECTION 15

GENERAL ARRANGEMENTS

Control & Disposal of Waste

Syd Bishop & Sons will ensure that measures are put in place and maintained in order to protect the environment and prevent pollution from occurring. It will be ensured that when waste changes hands, a transfer note with a 6 digit code as defined in The Landfill (England and Wales) (Amendment) Regulations 2005 will be completed, in duplicate and signed by both parties.

All hazardous waste that is removed from site will require the following actions:

- A consignment note must accompany the waste in accordance with the Hazardous Waste Regulations 2005.
- Consignment notes must comply with the Hazardous Waste Regulations 2005 and be completed and signed as dictated by the form.
- All hazardous waste consignment notes will be kept for a minimum of 3 years.

Where practicable, waste materials will be removed from site on a daily basis. No build up of combustible materials will be permitted.

The Provision & Use of Temporary Services (e.g. electricity)

Routine inspection, testing and protective maintenance is essential for all portable electrical equipment at all locations. The frequency of inspections and/ tests should be commensurate with the conditions in which the equipment is used and the usage of the equipment.

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APPENDICIES

- METHOD STATEMENTS
- RISK ASSESSMENTS
- SITE LAYOUT / FIRE PLAN
- F10 NOTIFICATION
- COSHH ASSESSMENTS
- SITE RULES
- ASBESTOS CLEARANCE CERTIFICATES (TO BE APPENDED HERE)
- VIBRATION-GENERATING TOOLS REGISTER

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MAIN METHODOLOGY:

Site Setup / Welfare Establishment

- Services to be isolated to site boundary – all relevant utilities companies / services providers to be contacted and services to be removed. Remaining services to be identified, marked and protected.
- Safety signage to be erected to boundary fencing and escape route signs, knotweed signs etc.
- Site setup; provision of welfare facilities / site compound area.
- COSHH Assessment to be carried out.
- Tree protection to be erected as specified.

Asbestos Removal

- A Type 3 Asbestos Survey has been carried out IN July 2009 by: AMEC Earth & Environmental Ltd. Also, a Type 2 Asbestos Survey was carried out by AMEC Earth & Environmental Ltd in December 2008 which is referred to in the Type 3.
- All asbestos to be removed in accordance with the Control of Asbestos Regulations 2006. A detailed Plan of Work will be compiled and 14 day notification given to the HSE prior to works commencing. Air clearance tests will be required prior to reoccupation. All works will be carried out by our in-house asbestos removal team who are trained and qualified to carry out licensed asbestos removal works.

Main Demolition

Soft Strip

- Following asbestos removal works and air clearance, the soft strip out works can commence.
- This is to include all soft furnishings; desks, worktops, cupboards, chairs etc.
- Materials / waste will be broken into manageable pieces in order that it can be safely removed from the building.
- Any openings formed during the works must be suitably guarded to ensure that no leading edge is present which may constitute a potential fall hazard.
- All drop zones will be sufficiently guarded and signed to prevent operatives / others from traversing below.
- Appropriate PPE/RPE will be worn at all times with the minimum requirement being hard hats, hi-vis, boots and gloves. Goggles / safety glasses will also be required for much of the works.
- Hand tools will be used for the strip out works including mattocks, bars, and hammers etc.
- Debris is to be removed regularly to avoid trip hazards and blocking of escape routes.

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Demolition

- Following this, the demolition will then be carried out in a sequential and methodical manner dismantling the structures using remote – machine demolition procedures (360degree tracked excavator with appropriate attachments). (Some hand demolition will take place for the removal of the 2 plaques to be retained and where a single storey structure meets the boundary wall).
- Areas of risk directly beneath the demolition area will be cordoned off and clearly segregated from third parties. Barriers are to be erected with warning signs. To be checked and maintained by the Site Manager daily.
- Some hot works will be required during the works which will be carried out under a Permit to Work system.
- During demolition, the structures will be carefully demolished to minimise vibration and dust. They will be demolished generally in reverse order to the construction, from the top down; starting with the roof, walls down to top of slab, working from the front of the site to the back.
- The remote demolition is to be carried out using 360 degree excavators with appropriate attachments demolishing the buildings in a controlled and sequential manner, working through the structures section by section. Two excavators will be used during the process.
- Coordination of the operation will be the responsibility of the Site Manager.
- It must be ensured that partially demolished structures are left in a stable condition when not being worked on; ie lunch breaks and over night / weekends.
- Water will be sprayed onto the works in order to suppress dust produced by the demolition.
- Any operatives in close proximity to the works and machines (e.g. banksman / man on hose) must maintain a safe distance from both the machine and structure being demolished, and be suitably attired at all times (hard hat, boots, Hi-vis etc).
- The machines to be used for the demolition will be positioned to ensure that at all times the debris from the structures will be drawn into the site and away from the site boundaries. Banksman to be in attendance at all times positioned at a safe distance from the works.
- Separation and sorting of the materials will then take place, sorting into non-recyclable and recyclable waste. This will be carried out by machine. These materials will then be loaded into bins for removal off site. Loading must take place under the supervision of a banksman.

- The limited hand demolition is required on two buildings where the plaques are to be removed and retained. This will be carried out in conjunction with the machine demolition to ensure that the plaques are not damaged. Depending on the weight, these will then be lifted either by hand or by machine methods onto a pallet for removal off site to an agreed location with the client. Some limited works with pneumatic hammers may be required, but the removal of the plaques will generally be assisted with the use of hand tools; mattocks, hammers etc.
- There is also some hand demolition required where a single storey structure is tied in to the boundary wall. This will be carried out in sequence with the machine demolition. Access for these works being gained via a mobile scaffold tower. Harnesses to be used and clipped on throughout these works.
- Some works with pneumatic hammers and abrasive wheels will be required. Only competent trained operatives to operate this machinery.

- The site is to be kept clear from slip and trip hazards. Fire escape routes to be maintained at all times.
- Appropriate PPE/RPE will be worn at all times with the minimum requirement being hard

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hats, hi-vis, boots and gloves. Goggles / safety glasses will also be required for much of the works.

- Once the buildings are reduced to ground slab level the slab and foundations will be removed.
- Starting from the rear of the site and working back towards the front, the slabs and foundations will be grubbed up where possible using machine methods rather than breaking out, thereby reducing vibration and noise.
- A crusher will be employed throughout the demolition phase with all arisings being left on site at a location to be agreed with the client. Any voids will be backfilled by machine (including the basements areas).
- The tarmac will be removed off site as will all other waste.
- Upon completion, leave site clean and tidy and to the complete satisfaction of the client.

Additional Information:

- The machines will be operated and used by competent and experienced operators, fully certified for the type of machine. All machines comply with all current noise regulations. All machinery and equipment will be inspected / maintained in accordance with relevant legislation.
- All demolition will be carried out by competent and experienced personnel.
- An experience and competent Manager will supervise the works at all times.
- The structures will be checked at the start of each day prior to machine demolition to ensure no unauthorised persons are within the building.
- Buildings to be kept clear from slip and trip hazards. Fire escape routes to be maintained at all times. Any hot works required to be accompanied by a Hot Works Permit.
- Appropriate RPE and PPE to be worn at all times.
- Water will be available throughout the demolition to reduce dust emissions. It will be sprayed onto the works as they progress and also onto debris prior to loading and removal off site.
- All works shall be left in a stable condition at the end of each working day.
- The materials will be sorted and separated, with materials either being crushed for backfill, being sent for recycling off site or disposal at a licensed tip.

SYD BISHOP & SONS (DEMOLITION) LIMITED

HEALTH & SAFETY AT WORK: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET

HAND DEMOLITION PROCEDURES

The following procedures are to be used by all personnel when undertaking any hand demolition operations, which is the progressive demolition of a structure by operatives using hand-held tools, lifting appliances may be used for lifting and lowering parts of the building/structure once they are released.

1. Buildings and other structures will generally be demolished in the reverse order to that of their construction. The order of demolition for buildings will be progressive, storey by storey, having regard to the method of construction.
2. Where work cannot be carried out safely from a part of a building/structure, a suitable working platform made from standard scaffold or special purpose scaffolding with suitable access will be used. Working off scaffold towers, crawling boards and/or roof ladders complete with harnesses and lanyards where required. Other means of support such as specially designed working platforms; with suitable access or a suitable skip suspended from a crane or a hydraulic platform or in some instances ladders may also be used.
3. Debris will be allowed to fall freely to the ground internally or externally only when the horizontal distance from the point of fall to the public highway/footpath or adjoining property, is not less than 6 metres (20 feet), or half the height from which the debris is dropped, whichever is the greater. In other cases chutes or skips will be used.
4. Where debris from walls etc. above first floor level is to be dropped to the ground level or basement level within a building, sufficient openings, clear of structural i.e. joists, beams, etc., will be formed in the floors to enable the debris to fall without deflection. If it is proposed to remove one or more joists to allow the free passage of debris, care will be taken to ensure such action will not jeopardise the stability of the surrounding structure.
5. Precautions will be taken against flying or falling debris by sealing off all openings in the walls adjacent to the area of the fall.
6. To prevent excessive lateral pressure care will always be taken to avoid a building-up of fallen debris against walls in the lowest storeys. This is of particular importance in confined spaces such as lifts and tall chimneys.
7. When material is being dropped, particularly adjacent to public highways and footpaths, a lookout man will be posted to ensure safety generally.
8. Steel structural members and reinforced concrete structural members will be lowered to the ground or be cut into lengths appropriate to the weight and size of member before being allowed to fall.
9. Where possible, a crane and lifting gear, including steadying lines will be used to support and steady beams and columns whilst they are being cut and lowered to the ground. In framed structures of pre-cast concrete or steelwork, similar support will be given to members while joints are being severed.
10. When only a section of a structure is to be demolished, the stability of the part to remain will be checked.
11. Roof Trusses - A building with a pitched roof will have the roof structure removed to wall plate level by hand methods. Enough purlins and bracing should be retained to ensure stability of the remaining trusses, while each individual truss is removed progressively.

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Temporary bracing will be added where necessary to maintain stability. The end frame, opposite to the end where dismantling is commenced, or a convenient intermediate frame will be independently and securely guyed in both directions before work commences. On no account will the bottom tie of roof trusses be cut until the principal rafters are prevented from moving outwards.

12. Filler Joists - When breaking out the concrete or brickwork between filler joists floors, then a safe working platform independent of the bay of the floor being removed must be used.
13. Floors - Heavy baulks of timber and steel beams will be supported before the ends are cut and will be lowered to a safe work place.
14. Reinforced Concrete and Patent Floor Slabs - Before demolition is started, a small trial hole will be cut in order to ascertain the direction of the main reinforcement. The floor will be demolished in strips parallel to the main reinforcement using a safe working platform independent of the bay of the floor being removed.
15. Confined Spaces - Working in confined spaces such as tanks where there is likely to be danger from gas or vapour, or where there is likely oxygen deficiency or enrichment will only be allowed by a written permit to work system as outlined in the Confined Spaces Regulations 1997.

SYD BISHOP & SONS (DEMOLITION) LIMITED

HEALTH & SAFETY AT WORK: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET

REMOTE DEMOLITION PROCEDURES

The following procedures are to be used by all personnel when undertaking remote demolition operations, which is the progressive demolition of the building by the use of excavator mounted pulverisor / nibbler.

1. Remote operations are to be carried out only by operators who are experienced and skilled in the use of the equipment and techniques of demolition. Operators under training must be under the immediate supervision of an experienced and skilled operator.
2. All remote operations must be carried out in accordance with the manufacturer's recommendations and guidance.
3. Excavators with a maximum safe working load of more than one tonne will be fitted with an approved automatic safe load indicator.
4. High remote work is only to be undertaken by operators and experienced supervisors thoroughly conversant with this technique.
5. The machine and the attachment are to be inspected by a competent operator before the commencement of work each day and at least two other times during the working day.
6. Care must be taken at all times to ensure that the attachment does not become trapped, when working, as a sudden collapse could result in the machine being overturned. If the attachment is trapped, great care will be taken when attempting to free it, as dragging or lifting action may overload the machine.
7. At all times the excavator will only be used on firm level ground.
8. When remote demolition is used on an attached building the structure to be demolished will be first detached by hand demolition and a clear space of at least one metre wide provided between the two buildings to ensure that transmission vibration is kept to a minimum.
9. Before walls are demolished, sections of the floors will be removed by hand demolition to facilitate the free fall of debris, but sufficient structure must be kept to ensure the stability of the building. Remote operations then will be carried out progressively storey by storey.
10. Debris will not be allowed to accumulate above an average height of two metres from ground level before removal, nor will it be allowed to subject the containing structure to undue lateral pressure.

SYD BISHOP & SONS (DEMOLITION) LIMITED

RISK ASSESSMENTS SCHEDULE

1. BREAKING CONCRETE
2. USE OF 360 EXCAVATORS
3. STORAGE AND USE OF GAS CYLINDERS FOR HOT WORKS OPERATIONS
4. ANY OPERATION WHICH COULD PRESENT A HAZARD TO THE PUBLIC OR ANY OTHER PARTIES
5. HOUSEKEEPING AND WASTE CONTROL
6. MATERIALS FALLING FROM HEIGHT
7. HAND HELD PNEUMATIC BREAKING
8. SOFT STRIP DEMOLITION
9. HAND TOOLS IN DEMOLITION
10. HAND-ARM VIBRATION SYNDROME / VIBRATION WHITE FINGER
11. WORKING AT HEIGHT
12. CUTTING STEEL (OXY PROPANE)
13. LOADING LORRIES
14. LORRY MOVEMENT ON TO SITE
15. MANUAL HANDLING OF GENERAL ITEMS
16. REFUELLING PLANT
17. USING CUTTING OFF DISC / ABRASIVE WHEEL
18. OPERATIONS WITH A RISK OF ACQUIRING LEPTOSPIROSIS
19. ERECTING & USE OF MOBILE TOWERS
20. LEADING EDGE WORK WHERE THERE IS POTENTIAL TO FALL
21. POTENTIAL EXPOSURE TO NEEDLES AND SHARPS
22. OPERATIONS WITH A RISK OF ACQUIRING PSITTACOSIS
23. MAINTAINING SAFE SEPARATION OF VEHICLES AND PEDESTRIANS
24. UNDERGROUND SERVICES
25. HAND SORTING DEMOLISHED MATERIAL
26. ERECTION OF SITE FENCING
27. ON SITE PLANT MANOEUVRES
28. STORAGE OF DERV IN TANKS
29. GENERATING ELECTRICITY
30. LOADING / UNLOADING PLANT TRANSPORTER / DELVRY / REMOVAL OF PLANT
31. STORAGE AND TRANSPORTATION OF GAS CYLINDERS
32. MOBILE ELEVATED WORK PLATFORM USE
33. LIFTING OPERATIONS
34. USE OF PERSONAL FALL ARREST EQUIPMENT
35. WORKING OUTSIDE – EXPOSURE TO THE SUN – ULTRAVIOLET (UV) RADIATION
36. CONCRETE CRUSHING
37. FEEDING THE CRUSHER

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WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS BREAKING CONCRETE		DATE 7/2009	No 1
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED 360° Excavator with hydraulic impact breaker/demolition jaw/shear.	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED Concrete dust	ARE COSHH ASSESSMENTS NEEDED?	Yes X	No
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Struck by tool or debris			X
Falling			X
Noise		X	
Dust		X	
EXPOSED PERSONS Operator; Bystanders	TOTAL NUMBERS AFFECTED		
FREQUENCY OF EXPOSURE Daily	DURATION OF EXPOSURE 6-8 Hours per day		
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. Guard any leading edges. 2. Ensure trained/experienced operator. 3. Ensure that the excavator has been the subject of a recent thorough examination (12 monthly). 4. Ensure that a competent person inspects the excavator weekly, with results recorded in a register. 5. Ensure that all understand the safe system of work and comply with agreed method statements. 6. Barrier off work area; keep untrained staff clear of working zone. 7. Establish hearing protection zone if required. 8. Ensure hearing protection is used. 9. Clear up debris regularly. 	EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. Will help prevent falls. 2. Trained/experienced operator should be aware of risks and operate equipment safely. 3. Will help ensure that the safety of the machine is maintained, and it remains fit for its role. 4. Will help ensure that the machine is kept in good working order. 5. All should carry out work in the same safe manner. 6. Reduces number of persons at risk. 7. Will help prevent damage to hearing. 8. Will help prevent damage to hearing. 9. Good housekeeping helps prevent slips/trips and falls. 		
ADDITIONAL MEASURES REQUIRED Ensure operatives are informed of hazards/controls on relevant COSHH assessments.	ACTION BY Site Manager/Supervisor	BY WHEN? Before works	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS USE OF 360 EXCAVATORS		DATE 7/2009	No 2	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED 360° Excavator		CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED Diesel; Engine oil; Hydraulic oil		ARE COSHH ASSESSMENTS NEEDED?	Yes X	No
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED		Low	Med	High
Striking of underground services				X
Persons being struck by machine or debris				X
Collapse of excavation				X
Machinery overturning / mechanical failure			X	
Falls into excavation			X	
Noise			X	
EXPOSED PERSONS Operative, Ground workers			TOTAL NUMBERS AFFECTED Varies	
FREQUENCY OF EXPOSURE Varied		DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE 1. Ensure the machine operator is trained and competent. 2. Reference made to existing services plan where available. 3. Unauthorized persons excluded from working area. 4. Provision of banksman where driver vision is restricted. 5. Provide flashing amber light and / or audible reversing warning. 6. Excavation to be battered back at 45° or shored up on all sides. 7. Ensure excavator has been subject to a 12 monthly thorough examination and is inspected weekly by a competent person. 8. Keep a register of inspections. 9. Excavation to be protected by means of a physical barrier. 10. Hearing protection to be provided and worn.		EXTENT TO WHICH THEY CONTROL RISK 1. Trained operators should be aware of the dangers involved and helps to ensure they operate in a safe manner. 2. Helps to locate position/depth of existing services thus reducing risk of accidental strike. 3. Helps prevent injury to persons not directly involved with excavation activity. 4. Reduces risk of persons being struck by machines. 5. Warns site operatives of plant moving around site. 6. Will protect against collapse, but must be inspected prior to every shift, especially after adverse weather to ensure it is maintained in good order. 7. Helps to ensure excavator remains in good, safe working order, and/or identify mechanical defects. 8. Provides evidence that inspections are being carried out. 9. Will warn of hazard and help prevent falls. 10. Helps to reduce likelihood of noise induced hearing loss.		
ADDITIONAL MEASURES REQUIRED		ACTION BY	BY WHEN?	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M Ropkins	POSITION Safety Officer		REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS STORAGE AND USE OF GAS CYLINDERS FOR HOT WORKS OPERATIONS		DATE 7/2009	No 3
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Hoses, torches, bottle trolleys	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED Oxygen, Propane	ARE COSHH ASSESSMENTS NEEDED?	Yes X	No
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Fire			X
Explosion			X
Muscular skeletal injury		X	
Burns		X	
Fumes		X	
EXPOSED PERSONS All persons on site	TOTAL NUMBERS AFFECTED Varies		
FREQUENCY OF EXPOSURE Varied	DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. Provide gas cage with safety signage for propane cylinders. 2. Provide safety signage at site of oxygen bank. 3. Gas cage/oxygen bank to be sited away from traffic/pedestrian routes & all gases a minimum of 3 metres apart. 4. No smoking policy to be enforced in storage area. 5. Loose gas cylinders to be tied up or otherwise secured in an upright position. 6. All hose connections to be made with pressure clips. 7. Operatives trained in safe use of gas equipment. 8. Operatives to wear gloves & flameproof overalls during gas cutting. 9. Stores to be located at least 10m from temporary / permanent buildings. 10. Stores to be segregated so that full and empty cylinders are separated and oxygen and similar agents are separated from flammable liquids and LPG. 11. Suitable fire extinguishers to be provided at the storage area entrance. 	EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. Will prevent cylinders toppling, reducing risk of explosion and injury. 2. Will inform personnel of hazard. 3. Will reduce the risk to passers-by. 4. Will reduce the risk of fire & explosion. 5. Will reduce the risk of injury. 6. Will reduce the risk of gas leaks, fire & explosion. 7. Will reduce the risk of burns, injury, fire & explosion. 8. Will reduce the risk of burns. 9. Reduce the risk of fire spreading. 10. As required by regulations. 11. In case of fire. 		
ADDITIONAL MEASURES REQUIRED <ol style="list-style-type: none"> 1. Ensure that H₂O extinguishers are provided close at hand to propane and acetylene stores. 2. Check gas bottles and hosing regularly for damage/leaks. 3. Ensure that workplace and storage areas are free of combustibile and flammable materials. 	ACTION BY <ol style="list-style-type: none"> 1. Site Manager 2. Operative 3. Operative 	BY WHEN?	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS ANY OPERATION WHICH COULD PRESENT A HAZARD TO THE PUBLIC OR ANY OTHER PARTIES		DATE 7/2009	No 4
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Varies according to operation involved	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Injury to member of the public or third party			X
Contamination from substances used on site		X	
EXPOSED PERSONS Members of the public and third parties	TOTAL NUMBERS AFFECTED		
FREQUENCY OF EXPOSURE	DURATION OF EXPOSURE		
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. Site boundaries to be guarded using heras fencing, hoarding etc. 2. Warning notices to be displayed around site boundaries. 3. All equipment/materials used on site to be in good condition. 4. Induction training and PPE to be provided for all visitors to site. 5. Safe working practices to be employed. 6. Banksman to be used for controlling traffic movements. 7. Constant interface between the public/local residents. 	EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. Will help prevent unauthorised access on to site. 2. Will warn people outside the site of the dangers within. 3. Will help prevent accidents. 4. Will inform of the dangers on site before gaining access, PPE will help prevent injury. 5. Will help reduce accidents and unnecessary discharge of dusts/fumes. 6. Will reduce likelihood of impact with member of the public. 7. Will help in monitoring hazards from the site. 		
ADDITIONAL MEASURES REQUIRED	ACTION BY	BY WHEN?	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS HOUSEKEEPING AND WASTE CONTROL		DATE 7/2009	No 5
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED: General building tools and equipment for operations performed - Barrows, Brooms, etc	CAN TASK BE ELIMINATED?	YES	NO X
SUBSTANCES USED: Various - dusts and substances being handled	ARE COSHH ASSESSMENTS REQUIRED? Dependant on substances involved	YES X	NO
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED:	Low	Med	High
Tripping and falling (over debris on the ground or on the working platform)		X	
Dust (during sweeping up)	X		
Contact with hazardous substances (during waste removal)	X		
Manual handling injuries whilst lifting/carrying debris			X
EXPOSED PERSONS: All operatives on site and users of the area	TOTAL NUMBERS AFFECTED: Various		
FREQUENCY OF EXPOSURE: Various	DURATION OF EXPOSURE: Various		
CONTROL MEASURES ALREADY IN PLACE: <ol style="list-style-type: none"> 1. Maintain good housekeeping practices on the ground and scaffolding. 2. Do not allow waste to accumulate. 3. Use skips and designated waste areas. 4. Area should be cleared as work progresses. 5. Manual handling assessment to be carried out for lifting of heavy/awkward loads. 6. Use lifting and carrying aids as appropriate. 7. Operatives must report poor housekeeping practices. 8. Re-usable or surplus materials to be stacked and returned to supplier/stores as soon as possible. 9. Operatives carrying out waste removal to wear adequate PPE to address risk involved (gloves, dust mask, goggles, safety boots, hard hat, etc.) with the substance/item they are removing. 	EXTENT TO WHICH THEY CONTROL RISK: <ol style="list-style-type: none"> 1. Reduces the number of trip hazards. 2. Keeps areas clear and prevents build up of combustible materials 3. Keeps areas clear and waste in designated areas 4. Reduces the build up of waste. 5. Reduce the risk of injury 6. Eliminates the need for manual lifting 7. Helps to reduce the build up of waste. 8. Keeps unwanted materials away from work area. 9. Provides protection to operative. 		
ADDITIONAL MEASURES REQUIRED: Operative to be made aware of manual handling assessment findings and any related COSHH assessments	ACTION BY: Supervisor	BY WHEN: Prior to task	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS MATERIALS FALLING FROM HEIGHT		DATE 7/2009	No 6
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Access Equipment, e.g. mobile tower, 'room mate', scissor lift, scaffolding etc	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Materials falling from height (equipment/debris/materials)			X
Persons falling from height			X
EXPOSED PERSONS Site personnel, those working below or near high level platforms		TOTAL NUMBERS AFFECTED	
FREQUENCY OF EXPOSURE All day	DURATION OF EXPOSURE All day		
CONTROL MEASURES ALREADY IN PLACE 1. Exclusion zones to be set up both internally and externally. 2. Tools to be kept on shoulder bags or secured to belt aprons. 3. Correct slinging of loads if lifted. 4. Trained and competent operatives. 5. Hard hats and safety footwear to be worn.	EXTENT TO WHICH THEY CONTROL RISK 1. An exclusion zone will keep persons away from falling objects. 2. Secured tools are less likely to fall. 3. Correct slinging will help prevent the load from falling. 4. Trained and competent operators should be aware of all dangers involved. 5. PPE will help prevent injury from falling items.		
ADDITIONAL MEASURES REQUIRED 1. Exclusion areas to be inspected at least daily and always before work commences. 2. Signage to be in place for the exclusion zone. 3. Ensure access/emergency routes are not blocked by exclusion zone. 4. If MEWPs used, ensure a current Inspection Certificate is available.	ACTION BY 1. Operatives/supervisors 2. Managers/supervisors 3. Managers/supervisors 4. Managers/supervisors	BY WHEN? 1. Ongoing 2. Before work 3. Ongoing 4. Before work	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS HAND HELD PNEUMATIC BREAKING		DATE 7/2009	No 7	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Hand held breaker; compressor		CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED Fuel oil; dust is also created		ARE COSHH ASSESSMENTS NEEDED?	Yes X	No
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED		Low	Med	High
Noise				X
Vibration white finger				X
Struck by tool or debris			X	
Dust			X	
Falling		X		
EXPOSED PERSONS Operator, bystander, second man		TOTAL NUMBERS AFFECTED Various		
FREQUENCY OF EXPOSURE Varied		DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. Only trained, competent & appointed persons are permitted to operate breakers. 2. Establish hearing protection zone if necessary. 3. Muffle tool if possible. 4. Guard any leading edges. 5. Keep work damp. 6. Clear up dust/ slurry regularly. 7. Keep compressor as far away from working zone as possible. 8. Ensure hearing protection is used. 9. Use dust mask and goggles to BS EN 140. 10. Use safety footwear BS EN 346. 		EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. These should be able to operate equipment safely and be aware of the risks involved. 2. Helps prevent damage to hearing to those nearby. 3. Will help reduce noise levels. 4. Will help prevent falls. 5. Will help reduce dust levels. 6. Good housekeeping helps prevent slips / trips / falls. 7. Will help reduce noise and exhaust fumes to the operative. 8. Helps prevent damage to hearing. 9. Helps prevent inhalation of dusts and eye injuries. 10. Reduces the risk of injury to feet. 		
ADDITIONAL MEASURES REQUIRED A separate risk assessment is required for hand arm vibration		ACTION BY Site Manager	BY WHEN? Before work commences	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER		REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS SOFT STRIP DEMOLITION		DATE 7/2009	No 8	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Power Tools, Hand Tools, Mattocks, Sledgehammers	CAN TASK BE ELIMINATED?	Yes	No X	
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X	
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Slips, trips & falls			X	
Cuts from sharp edges, eg broken glass			X	
Impact injuries			X	
Musculo-skeletal injuries		X		
Contact with live services			X	
Dust & noise		X		
Exposure to hazardous substances e.g. Asbestos			X	
EXPOSED PERSONS Operatives		TOTAL NUMBERS AFFECTED		
FREQUENCY OF EXPOSURE		DURATION OF EXPOSURE		
CONTROL MEASURES ALREADY IN PLACE 1. Operatives informed of and adhere to method statement for works. 2. Area to be kept clear with safe access around the site. 3. Areas of work to be cordoned off. 4. Mechanical aids to be used to move heavy bulky items. 5. Ensure all live services are disconnected before work commences. 6. Suitable PPE to include dust masks, hearing protection and gloves is worn at all times.		EXTENT TO WHICH THEY CONTROL RISK 1. Helps ensure operatives are aware of scope of works and the associated hazards 2. Helps reduce risk of slips, trips & falls. 3. Helps prevent unauthorised persons in the work area. 4. Will help reduce musculo-skeletal injuries. 5. Reduces risk of electrocution. 6. Will help reduce inhalation of dust, exposure to noise and likelihood of cuts/abrasions to hands.		
ADDITIONAL MEASURES REQUIRED <ul style="list-style-type: none"> • Asbestos awareness and procedure on discovery training for operatives. • Operatives to be notified of pertinent information from survey reports or H&S files. • Manual Handling Training for operatives. 		ACTION BY Management	BY WHEN? Prior to works	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works		

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS HAND TOOLS IN DEMOLITION		DATE 7/2009	No 9
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Mattocks, Sledgehammers, Shovels, Brooms and access equipment.	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Falling materials			X
Falls due to access problems			X
Impact with the tool		X	
Musculo skeletal injuries		X	
Contamination with substance being worked with		X	
Inhalation of dust		X	
EXPOSED PERSONS Operative and passers by	TOTAL NUMBERS AFFECTED Various		
FREQUENCY OF EXPOSURE Various	DURATION OF EXPOSURE Various		
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. Wherever possible use mechanical means to replace manual handling of tools, equipment or demolition arisings. 2. Ensure that the tool is correct for the job. 3. Ensure that the tool is in good order and suitably sharp. 4. Ensure that the operative is instructed how to use the tool safely. 5. Ensure that lighting is sufficient. 6. Ensure that the access is safe with any working platform compliant with CDM Regs 2007. 7. All leading edges must be guarded with double rails and toe boards to comply with CDM Regs 2007. 8. Ensure that the operative is be trained in site safety. 9. Work should be scheduled / phased. 10. PPE appropriate to the task is issued and used, e.g. hard hats, safety footwear, impact resistant goggles, ear defenders, dust masks and gloves. 	EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. Will reduce the likelihood of strains, sprains etc. 2. Helps to reduce the risk of injury from breaking tools. 3. Helps to reduce the amount of effort required & the risk of musculo skeletal injury. 4. Should ensure that all personnel work to the safe method. 5. Allows operatives to better notice hazards and avoid them; helps to reduce the risk of injury. 6. Will help to prevent slips, trips and falls. 7. Will help to prevent persons & materials falling. 8. Promotes industry best practice. 9. Should prevent operatives working below dangerous areas. 10. Will help to protect against falling or flying debris, cuts and noise when used correctly. 		
ADDITIONAL MEASURES REQUIRED Ensure that dust-suppressing techniques are adopted, such as damping down. Forced ventilation or extraction may be required	ACTION BY Site Supervisor	BY WHEN? Ongoing	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works. Young persons must not be exposed to risks from hazards they may not be able to notice due to inexperience and they must be supervised.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS HAND-ARM VIBRATION SYNDROME / VIBRATION WHITE FINGER		DATE 7/2009	No 10	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Vibrating Tools (e.g. Percussive, Grinding and Sawing Tools)		CAN TASK BE ELIMINATED?	Yes	No
SUBSTANCES USED None		ARE COSHH ASSESSMENTS NEEDED?	Yes	No
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED		Low	Med	High
Damage to circulatory system (Hand Arm Vibration Syndrome / Vibration White Finger)				X
EXPOSED PERSONS Operators		TOTAL NUMBERS AFFECTED		
FREQUENCY OF EXPOSURE Varied		DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. When possible, use machines to carry out the task. 2. Select "low vibration" tools. 3. Rotate staff / limit use of equipment to restrict vibration dose to 2.5 m/s² A(8). 4. Keep hands warm/massage fingers during work (warm gloves may help). 5. Vibration damping gloves may help. 6. Ensure equipment is properly maintained. 7. Only trained/experienced operators operate equipment. 8. Carry out 6 monthly health surveillance to identify those who exceed, or are approaching, stage one on the Stockholm scale. 		EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. Will reduce the risk of developing HAVS / manual handling injuries. 2. Will reduce vibration and the risk of developing HAVS. 3. Will reduce exposure to vibration and the risk of developing HAVS. 4. Warming the hands improves blood circulation, reducing the risk of developing HAVS. 5. May reduce effects of vibration; warming the hands improves blood circulation. 6. Will reduce the likelihood of mechanical failure / developing HAVS. 7. These should be able to operate equipment safely and be aware of the risks involved. 8. Should identify symptoms at an early stage and ensure that operatives do not develop HAVS. 		
ADDITIONAL MEASURES REQUIRED		ACTION BY	BY WHEN	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER		REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS <p style="text-align: center;">WORKING AT HEIGHT</p>	DATE 7/2009	No 11
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET		
EQUIPMENT USED Access equipment, e.g. tower, scissor lift, cherry picker	CAN TASK BE ELIMINATED?	Yes No X
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes No X
RISK PRIOR TO CONTROLS		
HAZARDS IDENTIFIED	Low	Med
Operative falling from height		High X
Items falling from height		X
Collapse of access equipment		X
Injuries to persons below		X
EXPOSED PERSONS Operatives and those in the vicinity	TOTAL NUMBERS AFFECTED	
FREQUENCY OF EXPOSURE	DURATION OF EXPOSURE	
CONTROL MEASURES ALREADY IN PLACE 1. All access equipment to be constructed / dismantled correctly and any relevant statutory inspections carried out. 2. Only trained operatives to construct/dismantle access equipment. 3. All access equipment to have double handrails and toeboards. No gap greater than 470mm. 4. No equipment/materials to be loaded above the height of the toe boards. 5. No equipment/materials to be loaded above the safe working load of that platform. 6. Where work involves leaning out at an open leading edge full body harness with lanyard or inertia reel to be worn. 7. All fall arrest equipment to be maintained in good working order. 8. All operatives to be fully aware of the task and procedures involved. 9. Where operatives are exposed to a leading edge, suitable fall restraint system must be used where a barrier is not practicable (eg during cutting away of floors)	EXTENT TO WHICH THEY CONTROL RISK 1. Correctly constructed equipment will help prevent collapses. Inspections will identify any faults at time of inspection. 2. Trained operators should be aware of correct techniques to be used. 3. Will reduce the likelihood of persons falling. 4. Will reduce the likelihood of materials falling below. 5. Prevents collapse due to over weight. 6. Will help prevent or arrest a fall. 7. Will help prevent failure of equipment. 8. Should ensure that all work to the safe method. 9. Will help prevent falls to below.	
ADDITIONAL MEASURES REQUIRED Brick guards to be used if materials are being stacked above height of toeboards. Exclusion zones to be set up if required.	ACTION BY Management Supervisors	BY WHEN? Before work starts
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.		
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.		
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.		
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS CUTTING STEEL (OXY PROPANE)		DATE 7/2009	No 12	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Oxy propane burning equipment	CAN TASK BE ELIMINATED?	Yes	No X	
SUBSTANCES USED Oxygen, Propane; Fumes are created	ARE COSHH ASSESSMENTS NEEDED?	Yes X	No	
HAZARDS IDENTIFIED		Low	Med	High
Fires				X
Explosions			X	
Burns				X
Respiratory problems			X	
Systemic poisoning		X		
EXPOSED PERSONS Operator and assistant		TOTAL NUMBERS AFFECTED		
FREQUENCY OF EXPOSURE Daily		DURATION OF EXPOSURE 6-8 Hours per day		
CONTROL MEASURES ALREADY IN PLACE 1. Only trained/experienced operators undertake the task. 2. Hoses are to be inspected daily. 3. Box goggles are to be used, with a housing made to comply with BS EN175 and fitted with the appropriate filters to BS EN 169. 4. Screens are to be installed around the working area to protect others. 5. Hands, arms and legs are to be covered at all times whilst cutting. 6. Where necessary leather gauntlets, jackets and spats shall be issued. 7. Coveralls are to be of a flame resistant material. 8. A second person shall stand by, fire extinguisher to hand/comply with hot works permit. 9. Hearing protection is to be worn.		EXTENT TO WHICH THEY CONTROL RISK 1. Trained/experienced operators should be aware of risks and operate equipment safely. 2. Will help prevent failure of hoses during operation. 3. Helps prevent eye injury to operator. 4. Helps prevent injuries to persons nearby. 5. Helps prevent injury to operator. 6. Provides extra protection to operator. 7. Prevents clothing catching fire. 8. Will be able to extinguish any fire rapidly. 9. Helps prevent damage to ears.		
ADDITIONAL MEASURES REQUIRED		ACTION BY	BY WHEN?	
STATEMENT ON RESIDUAL RISKS				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS				
MONITORING RESULTS When the detailed control measures in place are adhered to the risks above should be reduced to an acceptable level.				
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE Review for each job and as required during works		

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS <p style="text-align: center;">LOADING LORRIES</p>	DATE 7/2009	No 13	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Bulk lorry, 360 excavator	CAN TASK BE ELIMINATED?	Yes No	No X
SUBSTANCES USED Material being loaded	ARE COSHH ASSESSMENTS NEEDED?	Yes X No	No
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Excavator moving on base	X		
Contents of bucket or bucket hitting lorry or personnel		X	
Personnel being struck by lorry		X	
Contamination from the spoil	X		
EXPOSED PERSONS Lorry driver, machine operator, banksman and passers-by	TOTAL NUMBERS AFFECTED Various		
FREQUENCY OF EXPOSURE Various	DURATION OF EXPOSURE Various		
CONTROL MEASURES ALREADY IN PLACE 1. Ensure firm base from excavator. 2. Only trained competent operators to be used. 3. Ensure all machines inspected and maintained on a regular basis. 4. Cabs of lorries to be fitted with falling object protection system. 5. Lorry drivers must remain in the cab unless the bucket and load passes over it. 6. Ensure traffic route is free of pedestrians or use an audio/visual warning system/ banksman. 7. Scrupulous personal hygiene. One way circuit in place.	EXTENT TO WHICH THEY CONTROL RISK 1. Will prevent excavator toppling or subsiding. 2. Will lessen the chance of operator error. 3. Inspections will ensure machine is safe to operate. 4. This will limit any hazard from debris. 5. Leaving the cab may expose the driver from other hazards such as moving plant. 6. Physical barriers such as Armco or timber baulks will prevent contact between vehicles and persons. 7. Will prevent contamination by the spoil being moved. Minimize collision from reversing vehicles		
ADDITIONAL MEASURES REQUIRED Dependant upon the material being moved additional decontamination facilities maybe required, samples should be taken and research into the previous uses of the site.	ACTION BY Project Manager	BY WHEN? Prior to start on site	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Dependant upon findings of research and samples. Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS LORRY MOVEMENT ON TO SITE		DATE 7/2009	No 14	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Lorry	CAN TASK BE ELIMINATED?	Yes	No X	
SUBSTANCES USED Material being loaded/offloaded	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X	
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Road Traffic Accident			X	
Lorry striking personnel or materials			X	
Fouling of road surface	X			
EXPOSED PERSONS Operatives, banksmen other road users and passers-by	TOTAL NUMBERS AFFECTED Various			
FREQUENCY OF EXPOSURE Daily	DURATION OF EXPOSURE Numerous times			
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. Lorry drivers to be inducted onto site. 2. Lorries to be under strict control of the banksman. 3. Banksman to wear hi-vis jacket. 4. Organise pedestrian free traffic route on site. 5. Monitor road conditions and arrange for wheel cleaning facilities where necessary. 6. Any operative clearing mud from the road to wear hi-vis jacket and to be instructed how to do so in safety. 7. One-way circuit in place. 	EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. Will raise awareness of the hazards associated with the site and operation. 2. Will help reduce both the speed of manoeuvres and likelihood of impact with other plant and personnel. 3. Will increase visibility of persons involved in operation. 4. Reduces possibility of injuring pedestrians. 5. Reducing debris on road will reduce likelihood of a RTA. 6. Will help protect operative cleaning the road. 7. Minimizes the risk of collision from reversing vehicles. 			
ADDITIONAL MEASURES REQUIRED	ACTION BY Project Manager		BY WHEN? Prior to start on site.	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Young persons cannot be exposed to extremes of cold likely to be encountered during winter months, nor should anybody without a driving licence take control of a road going vehicle.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M Ropkins	POSITION Safety Officer		REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS MANUAL HANDLING OF GENERAL ITEMS		DATE 7/2009	No 15	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Various, including barrows, lifting aids	CAN TASK BE ELIMINATED?	Yes	No X	
SUBSTANCES USED Various.	ARE COSHH ASSESSMENTS NEEDED?	Yes X	No	
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Musculo-skeletal injuries if the load is too heavy or awkward			X	
Operative falling / tripping			X	
Contamination from the substance being carried		X		
Impact injury from fall of material being carried		X		
EXPOSED PERSONS Operative	TOTAL NUMBERS AFFECTED Various			
FREQUENCY OF EXPOSURE Various	DURATION OF EXPOSURE Various			
CONTROL MEASURES ALREADY IN PLACE 1. Utilise mechanical lifting and carrying aids where possible. 2. Operative involved in handling to be assessed for physical capability prior to lifting and carrying (operative to be trained in Kinetic method of lifting). 3. Operative to get assistance if load too heavy (team lift if necessary) if item is over 25 Kg in weight. 4. Ensure good housekeeping standards i.e. site kept tidy/waste build-up minimized. 5. Ensure access equipment, ladders etc will take weight of operative and load being carried. 6. Ensure loads being carried are secure and are not likely to move during the lift. 7. Operative to wear PPE against substance / material being carried.	EXTENT TO WHICH THEY CONTROL RISK 1. Reduces the amount of manual lifting required. 2. Ensures operative capable of carrying out the task. 3. Team lifting will help reduce strains. 4. Helps ensure clear/safe route for carrying load thus reducing potential for trips / falls. 5. Helps prevent access equipment failing. 6. Will help prevent load toppling over and/or operative falling. 7. Provides some protection to operative against injury and contamination.			
ADDITIONAL MEASURES REQUIRED Operative to be made aware of COSHH assessment findings for materials being moved.	ACTION BY Supervisor	BY WHEN? Prior to task		
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Further risk assessments must be carried out for pregnant women, nursing mothers or young persons.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE Review for each job and as required during works		

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS REFUELLING PLANT		DATE 7/2009	No 16	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED 360 excavator, generator		CAN TASK BE ELIMINATED?		Yes No X
SUBSTANCES USED Diesel		ARE COSHH ASSESSMENTS NEEDED?		Yes X No
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED		Low	Med	High
Slips/ falls			X	
Dermatitis			X	
Environmental impact due to spillage			X	
EXPOSED PERSONS Drivers, Operatives			TOTAL NUMBERS AFFECTED Varies	
FREQUENCY OF EXPOSURE Daily		DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE 1. All drivers to be trained in operation of fuel pumps. 2. All spills to be cleaned up immediately. Spill kit to be available at all times. 3. Apply barrier cream before operation. 4. Wash hands after operation. 5. PPE to include impervious disposable gloves.		EXTENT TO WHICH THEY CONTROL RISK 1. Will help to ensure operative is aware of the hazards and therefore operates in a safe manner. 2. Will help to reduce risk of slips, trips & falls and minimise environmental impact. 3. Less direct contact of diesel with skin should help reduce likelihood of skin irritation and/or dermatitis. 4. As above. 5. As above.		
ADDITIONAL MEASURES REQUIRED		ACTION BY		BY WHEN?
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M Ropkins		POSITION Safety Officer		REVIEW DATE Review for each job and as required during works

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS USING CUTTING OFF DISC / ABRASIVE WHEEL		DATE 7/2009	No 17	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED ANGLE GRINDER / ABRASIVE WHEEL		CAN TASK BE ELIMINATED?	Yes	No
				X
SUBSTANCES USED		ARE COSHH ASSESSMENTS NEEDED?	Yes	No
			X	
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED		Low	Med	High
Cuts and abrasions from contact with machine				X
Fire				X
Flying particles and debris				X
Blade on machine shattering				X
EXPOSED PERSONS Operative		TOTAL NUMBERS AFFECTED 2		
FREQUENCY OF EXPOSURE Various		DURATION OF EXPOSURE 5mins		
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. All operatives must be trained in use of abrasive wheels. 2. Hot works permit in place and adhered to. 3. Fire check carried out one hour after works cease. 4. Correct type and grade of blade used. 5. Ensure adequate lighting. 6. PPE /RPE to include eye protection, gloves, boots, hearing protection. 7. Compliance with the Electricity at Work Regulations. 		CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. Will minimise risk of injury due to lack of knowledge or inexperience. 2. Compliance with hot works permit will greatly reduce the risk of fire. 3. Will pick up on anything still smouldering and prevent overnight fires. 4. Provided a competent person correctly mounts it, it will prevent blades shattering. 5. Help maintain safe working area. 6. Protection against contact injuries, and the effects of noise. 7. Ensure integrity of equipment used. 		
ADDITIONAL MEASURES REQUIRED		ACTION BY Supervisor	BY WHEN? Prior to task	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Further risk assessments must be carried out for pregnant women, nursing mothers or young persons.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M Ropkins		POSITION Safety Officer	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS: OPERATIONS WITH A RISK OF ACQUIRING LEPTOSPIROSIS		DATE 7/2009	No 18	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED	CAN TASK BE ELIMINATED?	Yes	No	
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No	
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Bacterial infection from Rat urine commonly known as Weil's disease			X	
Bacterial infection from Cattle urine or foetal fluids from cattle (Hardjo leptospirosis)			X	
EXPOSED PERSONS Operatives		TOTAL NUMBERS AFFECTED Varied		
FREQUENCY OF EXPOSURE Varied	DURATION OF EXPOSURE Varied			
CONTROL MEASURES ALREADY IN PLACE 1. Where possible, avoid working in potentially contaminated areas. 2. Areas cleared by competent pest control contractor prior to commencing works. 3. Operatives instructed not to touch rats with unprotected hands. 4. All personnel informed of potential hazards and instructed to practice high standards of personal hygiene e.g. wash hands before eating/drinking/smoking. 5. All personnel to ensure open wounds are suitably protected before/during works i.e. cover with waterproof plasters. 6. Operatives supplied with and instructed to wear suitable protective clothing including overalls, gloves, face masks, etc.	EXTENT TO WHICH THEY CONTROL RISK 1. Should eliminate risk of contracting bacterial infection. 2. Minimises likelihood of contact with infected animals. 3. Reduces the risk of contamination by direct contact with pest. 4. Should ensure operatives are aware of potential hazards and reduce likelihood of contamination from fluids on hands via contact with operative's mouth. 5. Will help prevent contamination through cuts, scratched, abrasions, etc. 6. Reduces potential contact with skin, eyes, mouth, etc thus helping to minimise bacterial infection.			
ADDITIONAL MEASURES REQUIRED	ACTION BY		BY WHEN?	
STATEMENT ON RESIDUAL RISKS				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS				
MONITORING RESULTS When the detailed control measures in place are adhered to the risks above should be reduced to an acceptable level.				
ASSESSOR M Ropkins	POSITION Safety Officer		REVIEW DATE	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS ERECTING & USE OF MOBILE TOWERS	DATE 7/2009	No 19	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Mobile tower	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Falls from height			X
Manual handling injuries		X	
Falling materials			X
EXPOSED PERSONS Operators/Bystanders	TOTAL NUMBERS AFFECTED Varied		
FREQUENCY OF EXPOSURE Varied	DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE 1. Tower erected as per supplier's instructions by competent operatives. 2. Operatives trained in good manual handling technique. 3. Tower erected on firm/stable ground. 4. Exclusion zone around tower	EXTENT TO WHICH THEY CONTROL RISK 1. Helps to ensure tower is erected correctly and safely. 2. Should reduce risk of manual handling injuries. 3. Will reduce risk of tower toppling over. 4. Reduce risk of people below being struck by falling materials / tools etc.		
ADDITIONAL MEASURES REQUIRED Daily visual inspections to be carried out. Defects to be reported. Weekly written inspection to be completed.	ACTION BY Site Manager	BY WHEN?	
STATEMENT ON RESIDUAL RISKS			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS			
MONITORING RESULTS When the detailed control measures in place are adhered to the risks above should be reduced to an acceptable level.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS: LEADING EDGE WORK WHERE THERE IS POTENTIAL TO FALL		DATE 7/2009	No 20	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Barriers, full body harness & lanyard or inertia reel		CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED		ARE COSHH ASSESSMENTS NEEDED?	Yes	No X
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED		Low	Med	High
Falling from height				X
Materials falling from height				X
EXPOSED PERSONS Operatives and those below		TOTAL NUMBERS AFFECTED Varies		
FREQUENCY OF EXPOSURE Varied		DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE 1. All barriers to be erected by competent persons. 2. All personnel informed of and adhere to safe system of work. 3. Where high residual risk remains and/or no physical barrier then a full body harness with lanyard or inertia reel attached to suitable anchorage used 4. All fall arrest equipment checked daily for defects and thoroughly examined at 6 monthly intervals.		EXTENT TO WHICH THEY CONTROL RISK 1. Provides physical edge protection which will help prevent persons/materials falling. 2. Should ensure all personnel work in accordance with safe working methods thus reducing likelihood of falls. 3. Will arrest fall helping to reduce risk of serious injury. 4. Should ensure equipment remains in good order therefore reducing likelihood of equipment failure.		
ADDITIONAL MEASURES REQUIRED 1. Constant supervision to ensure that the safe system of work is being adhered to. 2. Emergency procedures for falls when wearing fall arrest equipment e.g. rescue using MEWP.		ACTION BY Supervisor Management	BY WHEN? Ongoing Prior to works	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M Ropkins	POSITION Safety Officer		REVIEW DATE	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS POTENTIAL EXPOSURE TO NEEDLES AND SHARPS	DATE 7/2009	No 21	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Access equipment, PPE	CAN TASK BE ELIMINATED?		No
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Exposure to blood-borne viruses (discarded needles/syringes)			X
Falls from access equipment		X	
Musculo skeletal injury	X		
Slips, trips & falls	X		
EXPOSED PERSONS Operatives	TOTAL NUMBERS AFFECTED Varied		
FREQUENCY OF EXPOSURE Varied	DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE 1. Survey workplace to identify any obvious needles & remove using litter picker and plastic container. 2. PPE to include: safety footwear with steel mid-soles, Tyvek overalls, full face RPE & gloves. 3. Ensure any open wounds are covered with waterproof dressings.	EXTENT TO WHICH THEY CONTROL RISK 1. Will reduce risk of injury from needles. 2. Will again reduce risk of injury from needles. 3. Will reduce the risk of cross infection.		
ADDITIONAL MEASURES REQUIRED	ACTION BY	BY WHEN?	
STATEMENT ON RESIDUAL RISKS			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS			
MONITORING RESULTS When the detailed control measures in place are adhered to the risks above should be reduced to an acceptable level.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS OPERATIONS WITH A RISK OF ACQUIRING PSITTACOSIS		DATE 7/2009	No 22	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED	CAN TASK BE ELIMINATED?	Yes	No X	
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X	
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Acquiring Psittacosis or other related diseases through inhalation of dusts or aerosol contamination by bird faeces or nasal discharge		X		
Person to person spread of this disease has also been reported	X			
EXPOSED PERSONS Operatives and those nearby			TOTAL NUMBERS AFFECTED Various	
FREQUENCY OF EXPOSURE Various	DURATION OF EXPOSURE Various			
CONTROL MEASURES ALREADY IN PLACE 1. Avoid disturbing bird waste where possible 2. Provide good ventilation or local exhaust ventilation. 3. Cleaning procedures not to create dusts. Damping down may be utilised. 4. High standards of personal hygiene required. 5. All to be aware of the risks and safe system in place. 6. Respiratory protection to BS EN149, hand and eye protection and disposable hooded coveralls to be worn.	EXTENT TO WHICH THEY CONTROL RISK 1. Will help reduce spread of dusts, reducing the risk of contamination. 2. Will help prevent build up of dusts. 3. Will help prevent build up of dusts. 4. Will help prevent contamination/spread of disease. 5. Helps to ensure operatives aware of hazards and work is carried out as per safe system/procedure. 6. Helps to reduce the risk of inhalation and direct contact with hazardous substances.			
ADDITIONAL MEASURES REQUIRED	ACTION BY		BY WHEN?	
STATEMENT ON RESIDUAL RISKS				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS				
MONITORING RESULTS When the detailed control measures in place are adhered to the risks above should be reduced to an acceptable level.				
ASSESSOR M Ropkins	POSITION Safety Officer		REVIEW DATE	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS MAINTAINING SAFE SEPARATION OF VEHICLES AND PEDESTRIANS	DATE 7/2009	No 23	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Traffic Management Signs, Heras Fencing, Traffic Cones, Timber Baulks as required	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No x
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Member of public or third party being struck by road traffic			X
Site personnel being struck by road traffic			X
Private vehicles being struck by site plant		X	
Site plant being struck by private vehicles		X	
Fouling of road surface		X	
EXPOSED PERSONS Operatives, banksmen, other road users and pedestrian members of public	TOTAL NUMBERS AFFECTED Varies		
FREQUENCY OF EXPOSURE Frequent	DURATION OF EXPOSURE Under 15 minutes		
CONTROL MEASURES ALREADY IN PLACE 1. Warning notices and speed restriction signs are displayed along traffic routes. 2. Speed limits are strictly enforced. 3. Induction training is provided for all visitors to site. 4. All site operatives are trained in the dangers of live traffic work. 5. Create dedicated pedestrian free traffic routes to separate site traffic from private vehicles. 6. Lorry drivers are to be inducted on to site and instructed in the traffic separation system. 7. Use buffer zones/safe areas wherever possible. 8. Reversing site traffic is to be under the strict control of the banksman. 9. Banksman are to wear high visibility clothing. 10. Monitor road conditions and arrange for wheel cleaning facilities where necessary. 11. Operatives cleaning mud from the road are to wear high visibility clothing and be instructed how to work in safety. 12. All site traffic is to be fitted with reversing alarm or flashing amber beacon and daily function checks are to be made.	EXTENT TO WHICH THEY CONTROL RISK 1. Will warn drivers and pedestrians of the dangers. 2. Will reduce the damage caused if an accident occurs. 3. Will inform of the dangers on site before gaining access. 4. Operatives should be aware of the risk and work safely 5. Will reduce the likelihood of impact between site traffic and private vehicles and reduces the possibility of injuring pedestrians. 6. Will raise awareness of the hazards associated with the site and traffic operations. 7. Will reduce the risk of impact injury to pedestrians. 8. Will reduce both speed of manoeuvres and likelihood of impacts with other plant and personnel. 9. Will increase visibility of persons involved in operation. 10. Reducing debris on traffic routes will reduce likelihood of traffic accidents and trips, slips and falls. 11. Will protect operatives cleaning the road. 12. Will raise awareness of the presence of site vehicles.		
ADDITIONAL MEASURES REQUIRED	ACTION BY	BY WHEN?	
STATEMENT ON RESIDUAL RISKS			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS			
MONITORING RESULTS When the detailed control measures in place are adhered to the risks above should be reduced to an acceptable level.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS UNDERGROUND SERVICES		DATE 7/2009	No 24
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Cable / Pipe Locating Devices: Spades, Shovels	CAN TASK BE ELIMINATED?	Yes X	No
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Explosion / fire resulting from contact with live electricity cables			X
Burns resulting from contact with live electricity cables			X
Electrocution resulting from contact with live electricity cables			X
Explosion / fire resulting from damage to gas pipes			X
Poisoning / asphyxiation resulting from damage to other pipelines			X
Flooding / subsidence resulting from damage to water pipes / sewers		X	
Biological contamination resulting from damage to sewers		X	
Injury resulting from damage to water pipes / sewers	X		
EXPOSED PERSONS Operatives, others in close proximity	TOTAL NUMBERS AFFECTED Varied		
FREQUENCY OF EXPOSURE Varied	DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE 1. If possible, arrange for disconnection of services. 2. Obtain plans of underground services from owners / providers 3. Use a cable and pipe locator to trace underground services. 4. Hand dig trial holes using spades / shovels to confirm positions of underground services. 5. Ensure positions of underground services are clearly marked. 6. All operatives trained and competent to carry out the works.	EXTENT TO WHICH THEY CONTROL RISK 1. Eliminates risks. 2. Gives an indication of positions of underground services. 3. Determines more accurately positions of underground services; however, will not identify plastic pipes. 4. Confirms positions of underground services. 5. Reduces risk of damage to underground services. 6. These should be able to operate equipment safely and be aware of the risks involved.		
ADDITIONAL MEASURES REQUIRED Obtain any relevant ground survey reports indicating potential contamination	ACTION BY Project Manager	BY WHEN? Before works	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS HAND SORTING DEMOLISHED MATERIAL		DATE 7/2009	No 25
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Slips, trips & falls			X
Cuts from sharp edges, eg broken glass, nails in timber			X
Musculo-skeletal injuries		X	
Dust & noise		X	
Exposure to hazardous substances e.g. Asbestos			X
EXPOSED PERSONS Operatives		TOTAL NUMBERS AFFECTED Varies	
FREQUENCY OF EXPOSURE varies		DURATION OF EXPOSURE varies	
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. Area to be kept clear with safe access around the site. 2. Areas of work to be cordoned off. 3. Sort as much as is practicably possible by machine. 4. Use mechanical aids where possible. 5. Ensure all live services are disconnected before work commences. 6. Suitable PPE to include dust masks, hearing protection and appropriate gloves are to be worn at all times. 7. Ensure works are only carried out in good light conditions. 		EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. Helps reduce risk of slips, trips & falls. 2. Helps prevent unauthorised persons in the work area. 3. Reduces exposure to hand sorting. 4. Will help reduce musculo-skeletal injuries. 5. Reduces risk of electrocution. 6. Will help reduce inhalation of dust, exposure to noise and likelihood of cuts/abrasions to hands. 7. Reduces risk of trips, slips etc. 	
ADDITIONAL MEASURES REQUIRED <ul style="list-style-type: none"> • Asbestos awareness and procedure on discovery training for operatives. • Manual Handling Training for operatives. • Ensure COSHH assessments are carried out to establish hazardous materials. 		ACTION BY Management	BY WHEN? Prior to works
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS ERECTION OF SITE FENCING		DATE 7/2009	No 26	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Heras Panels, hand tools, concrete bases	CAN TASK BE ELIMINATED?	Yes	No	
			X	
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No	
		X		
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Injuries to passers-by		X		
Impact from tools or panels		X		
Musculo-skeletal injuries		X		
EXPOSED PERSONS Operatives / members of the public			TOTAL NUMBERS AFFECTED Varies	
FREQUENCY OF EXPOSURE varies	DURATION OF EXPOSURE varies			
CONTROL MEASURES ALREADY IN PLACE 1. Tools are correct for the job, in good order and suitably sharp. 2. Operatives do not work alone. 3. Clear instructions are provided to operatives. 4. Only trained / experienced operatives to carry out the task. 5. PPE appropriate to the task is issued and used.	EXTENT TO WHICH THEY CONTROL RISK 1. Reduces the likelihood of injury from tool breakage or slippage. 2. If accident occurs someone is available to obtain assistance. 3. Ensures all are aware of their responsibilities. 4. Experienced operatives should be aware of the risks and operate safely. 5. When used correctly, helps to protect against injury.			
ADDITIONAL MEASURES REQUIRED 1. All panels must be clipped and tightened with a scaffold spanner / equivalent. 2. Any defective panels must be reported to the Head Office. 3. If debris netting is used, cable tie ends must protrude into site, away from adjacent premises.	ACTION BY Management		BY WHEN? Prior to works	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER		REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS ON SITE PLANT MANOEUVRES		DATE 7/2009	No 27	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Lorries, 360 excavators etc	CAN TASK BE ELIMINATED?	Yes	No	
			X	
SUBSTANCES USED Diesel	ARE COSHH ASSESSMENTS NEEDED?	Yes	No	
		X		
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Collision with persons			X	
Overturning			X	
Collision with other plant		X		
Equipment failure	X			
EXPOSED PERSONS Operative / bystanders				TOTAL NUMBERS AFFECTED Varies
FREQUENCY OF EXPOSURE varies	DURATION OF EXPOSURE varies			
CONTROL MEASURES ALREADY IN PLACE 1. Only trained drivers are to be permitted to use plant. 2. Plant is to be fitted with reversing alarm / flashing amber beacon. 3. All plant to be in safe condition, equipped with all necessary safety devices, regularly maintained and complying with PUWER Regulations. 4. Plant is to be accompanied by trained banksman where vision could be impaired. 5. Organise segregated pedestrian route on site. 6. Banksman / operatives to wear hi-visibility tabard / jacket. 7. All operatives are to be conversant with the safe system of work.	EXTENT TO WHICH THEY CONTROL RISK 1. Should ensure awareness of the risks involved; this will not eliminate human error. 2. Will make others aware of the presence of danger. 3. Will reduce the possibility of equipment failure. 4. Helps to avoid collision with objects, vehicles and personnel. 5. As above. Reduces the risk of impact occurring. 6. Plant operators are more likely to see and avoid site personnel. 7. Communication of the risk will enable operatives to better identify risks before they arise.			
ADDITIONAL MEASURES REQUIRED 1. Personnel trained to be banksman. 2. COSHH assessments required.	ACTION BY Management		BY WHEN? Prior to works	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works		

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS STORAGE OF DERV IN TANKS		DATE 7/2009	No 28	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Reinforced plastic fuel storage tank, plastic fuel cans.		CAN TASK BE ELIMINATED?		Yes No
SUBSTANCES USED Diesel fuel - DERV		ARE COSHH ASSESSMENTS NEEDED?		Yes No
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED		Low	Med	High
Fire / explosion occurring at the tank		X		
Fire occurring elsewhere affecting tank				X
Spillage of DERV from tank causing environmental damage			X	
Spillage of DERV from tank causing fire risk			X	
EXPOSED PERSONS Operative / bystanders			TOTAL NUMBERS AFFECTED Varies	
FREQUENCY OF EXPOSURE varies		DURATION OF EXPOSURE varies		
CONTROL MEASURES ALREADY IN PLACE 1. Tank designed / built to BS 4994, supported on non-combustible frame. 2. Tank separated from fixed ignition sources by at least 4 metres. 3. Warning signs displayed – 'DIESEL FUEL, FLAMMABLE LIQUID – NO SMOKING, NO NAKED LIGHTS' 4. Tank bunded to contain spillage. 5. Tank located in a well ventilated area. 6. Suitable impervious gloves to be worn when filling containers.		EXTENT TO WHICH THEY CONTROL RISK 1. Helps to ensure suitable strength and integrity of storage facility. 2. Helps to reduce the likelihood of ignition from other sources. 3. Alerts those in the vicinity to the hazard. 4. Helps to reduce the likelihood of environmental contamination. 5. Helps to reduce the likelihood of vapour concentration. 6. Helps to protect operatives from direct contact with hazardous substance.		
ADDITIONAL MEASURES REQUIRED 1. COSHH assessments required.		ACTION BY Management		BY WHEN? Prior to works
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M ROPKINS		POSITION SAFETY OFFICER		REVIEW DATE Review for each job and as required during works

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS GENERATING ELECTRICITY		DATE 7/2009	No 29	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Diesel / Petrol Generator	CAN TASK BE ELIMINATED?	Yes	No	
			X	
SUBSTANCES USED Diesel / petrol	ARE COSHH ASSESSMENTS NEEDED?	Yes	No	
		X		
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Contamination from fumes			X	
Noise exposure		X		
Fire / explosion at refuelling		X	X	
EXPOSED PERSONS Operative / bystanders				TOTAL NUMBERS AFFECTED Varies
FREQUENCY OF EXPOSURE varies	DURATION OF EXPOSURE varies			
CONTROL MEASURES ALREADY IN PLACE 1. Ensure that generator and any leads are inspected & maintained by a competent person on a regular basis. 2. Ensure that air drawn in is free from flammable gases. 3. Ensure that exhaust fumes are ventilated into the open air and away from operations / public. 4. Allow the generator to cool before refuelling. 5. Ensure an appropriate extinguisher is available at the point of refuelling. 6. Ensure that the generator is positioned over a drip tray a refuelled using a funnel. 7. Comply with findings of the COSHH assessment.	EXTENT TO WHICH THEY CONTROL RISK 1. Reduces the likelihood of electrocution or sparks causing fire / explosion. 2. Reduces the likelihood of fire / explosion. 3. Reduces the likelihood of poisoning. 4. Reduces the likelihood of fire / explosion. 5. In the event of a fire, prompt use will prevent fire spreading. 6. Reduces the likelihood of environmental damage and fire / explosion. 7. Reduces the hazards associated with fuel.			
ADDITIONAL MEASURES REQUIRED 1. COSHH assessments required.	ACTION BY Management		BY WHEN? Prior to works	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER		REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS LOADING / UNLOADING PLANT TRANSPORTER / DELIVERY / REMOVAL OF PLANT	DATE 7/2009	No 30	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Low Loader, plant, machinery	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Plant falling from loader			X
Trapping			X
Injury to operative			X
Injury to by-standers			X
EXPOSED PERSONS Operator; Bystanders	TOTAL NUMBERS AFFECTED		
FREQUENCY OF EXPOSURE Infrequent – normally start and end of a contract	DURATION OF EXPOSURE 1-2		
CONTROL MEASURES ALREADY IN PLACE 10. Loading area of sufficient size. 11. Transporters to be positioned on firm, level ground & brakes on. 12. Loading / unloading carried out slowly with utmost care. 13. Persons not involved in the process are kept clear. 14. Driver of plant is trained / experienced. 15. Banksmen to be employed both on and off the transporters. 16. PPE to be appropriate to task – Safety boots, hard hats, gloves, hi-vis vest. 17. Ensure delivery / removal times are coordinated with site.	EXTENT TO WHICH THEY CONTROL RISK 10. Allows plenty of room for manoeuvre and reduce the risk of toppling. 11. Reduce the risk of toppling or moving while being loaded / unloaded. 12. As above. 13. To reduce the likelihood of injury to bystanders. 14. Should ensure awareness of the work but not eliminate human error. 15. Reduces the risk of collision or impact injury occurring. 16. Helps to prevent injury. Ensures operatives are visible. 17. Helps to ensure enough resources can be organised and allocated to the task.		
ADDITIONAL MEASURES REQUIRED All contractors on site need to ensure that designated loading areas are kept clear during operations.	ACTION BY Site Manager/Supervisor	BY WHEN? Before works	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M Ropkins	POSITION Safety Officer	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS STORAGE AND TRANSPORTATION OF GAS CYLINDERS		DATE 7/2009	No 31	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED Hoses, torches, bottle trolleys	CAN TASK BE ELIMINATED?	Yes	No X	
SUBSTANCES USED Oxygen, Propane, Acetylene	ARE COSHH ASSESSMENTS NEEDED?	Yes X	No	
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Fire			X	
Explosion			X	
Muscular skeletal injury		X		
Burns		X		
Fumes		X		
EXPOSED PERSONS All persons on site				TOTAL NUMBERS AFFECTED Varies
FREQUENCY OF EXPOSURE Varied	DURATION OF EXPOSURE Varied			
CONTROL MEASURES ALREADY IN PLACE 1. Storage – preferably to be kept on a hard standing in a safe place in the open air. Where this is not reasonably practicable, should be kept in a storeroom – non combustible with both high and low ventilation. 2. Keep out of direct sunlight. 3. Oxygen must be stored at least 3m away from those containing acetylene or LPG. 4. Weekly maintenance inspections to be carried out. 5. Must not throw or drop cylinders. 6. During transportation, must be stood upright, properly secured to prevent movement. Adequate ventilation must be provided and an open vehicle used where possible. Fire extinguisher (dry powder) to be at hand. 7. To reduce manual handling, use of trolleys, skids or mats to be made. 8. When not in use, valve protection caps and plastic thread caps or plugs must be replaced.	EXTENT TO WHICH THEY CONTROL RISK 1. Ensure integrity of cylinders and stops potential build up of gas. 2. Stops risk of pressure build up and worst case; bursting. 3. Reduce risk of explosion / fire. 4. Ensure integrity of cylinders is maintained. Check for leaks. 5. Prevents damage to the cylinders. 6. Ensures safe transportation. 7. Reduce risk of manual handling incidents. 8. Prevent damage and minimises leakage.			
ADDITIONAL MEASURES REQUIRED	ACTION BY		BY WHEN?	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER		REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS MOBILE ELEVATED WORK PLATFORM USE	DATE 7/2009	No32	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Mobile Elevated Working Platforms; Cherry Pickers / Scissor Lifts	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED Fuel, lubricants	ARE COSHH ASSESSMENTS NEEDED?	Yes X	No
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Tipping MEWP			X
Falling from MEWP			X
Dropping from MEWP			X
Struck by MEWP			X
Trapped by MEWP			X
EXPOSED PERSONS Bystanders, operatives and operators	TOTAL NUMBERS AFFECTED Varies		
FREQUENCY OF EXPOSURE Varied	DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE 1. All operators shall be trained and competent in the use of the equipment. 2. Lifting equipment to be thoroughly examined at least every 6 months. 3. A competent person shall carry out weekly inspections of lifting equipment and record the findings. 4. Manufacturer's operating instructions are to be available to the operator. 5. Exclusion zone shall be established around the base of the MEWP. 6. Operatives shall use full-body harness and lanyard attached to suitable anchorage point.	EXTENT TO WHICH THEY CONTROL RISK 1. Should ensure operator uses equipment in safe manner. 2. Reduces the risk of equipment failure. 3. Provides a more regular but less detailed check on lifting equipment to highlight any defects. 4. Provides guidance as to the working conditions and limitations of the equipment. 5. Prevents passers by from being trapped or struck by MEWP. 6. Should operator fall, then fall distance is minimised thus reducing likelihood of serious injury.		
ADDITIONAL MEASURES REQUIRED 1. Supervisor shall ensure that ground is firm and level at workface and access route. 2. Ongoing supervision shall be provided to ensure that controls are being adhered to. 3. Emergency rescue procedure should operator fall when using fall arrest equipment. 4. Operatives to be informed of appropriate COSHH assessment findings.	ACTION BY Supervisor Supervisor Supervisor Supervisor	BY WHEN? Ongoing Prior to works	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS LIFTING OPERATIONS	DATE 7/2009	No 33	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Cranes, Slings, Chains etc	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED Fuel, lubricants	ARE COSHH ASSESSMENTS NEEDED?	Yes X	No
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Falling material			X
Crushing by materials			X
Hand injuries to slinger			X
Toppling crane			X
Equipment failure			X
EXPOSED PERSONS Bystanders, operatives and operators	TOTAL NUMBERS AFFECTED Varies		
FREQUENCY OF EXPOSURE Varied	DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE 1. Appoint trained / competent lifting operations controller to oversee the operations and brief those involved. 2. Produce a lifting plan detailing the load, equipment, duration and route of operation and responsible parties. 3. Check certificates of thorough examination for the crane and lifting accessories (12 & 6 months respectively) 4. Check record of inspection and current condition of lifting gear. 5. Ensure lifting gear is rated to carry load. 6. Ensure materials being lifted are properly packaged and slung 7. Minimum clearance of 600mm between any slewing parts of a crane and any fixed installation 8. Access to the work area during lifting operations is to be restricted to those involved with and trained in the work in hand 9. Do not allow members of the public / third parties to gain access to this area. 10. Only trained slinger / signaller and crane drivers to be used. 11. The crane driver and the slinger / signaller are to ensure that the signals given are clearly understood 12. Slinger / signaller to wear high visibility tabard	EXTENT TO WHICH THEY CONTROL RISK 1. Should ensure awareness of the risks involved and prevent any misunderstanding as to the aims of the operation 2. All involved will be aware of procedures to be followed 3. Provides a thorough checking system of all equipment, however, this will not prevent the wrong choice of equipment 4. Helps to ensure equipment in good working order 5. Will reduce the likelihood of load falling 6. Will reduce the likelihood of materials falling 7. Should prevent the crane and load from striking any fixed object or trapping bystanders 8. Reduces the number of persons exposed to risk 9. Will prevent exposure to risk 10. Should ensure awareness of the risks involved; this will not eliminate human error 11. Will reduce the likelihood of misunderstanding signals 12. Eases identification for crane operator		
ADDITIONAL MEASURES REQUIRED 1. Ongoing supervision shall be provided to ensure that controls are being adhered to.	ACTION BY Supervisor	BY WHEN? Ongoing	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS USE OF PERSONAL FALL ARREST EQUIPMENT	DATE 7/2009	No 34	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED Harness, Lanyard, Hooks, Rescue Kit	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Impact injury with structure following fall of operative			X
Injury from fall arrest equipment itself			X
Operative suffers suspension trauma following fall			X
EXPOSED PERSONS Operatives	TOTAL NUMBERS AFFECTED Varied		
FREQUENCY OF EXPOSURE Varied	DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE 1. All users are suitably trained in the use of personal fall arrest equipment (PFAE). 2. PFAE only used where suitable anchor points are possible. 3. Supplied harnesses to BS EN 361 standard, lanyard to BS EN 354 or 355 standard and connectors to BS EN 362 standard. 4. Daily pre-use checks of all equipment carried out by the user. 5. Regular recorded thorough inspection carried out by a competent person (3 month recommended). 6. Emergency plan to rescue suspended personnel in place before works start.	EXTENT TO WHICH THEY CONTROL RISK 1. Competent operatives are more likely to use equipment in a safe manner. 2. Reduces fall distance and risk of serious personal injury. 3. Equipment meets recognized safety standards. 4. Helps ensure equipment remains in good condition and reduces risk of equipment failure. 5. Further reduces the likelihood of equipment failure. 6. Helps to ensure that rescue can be effected quickly to reduce the likelihood of suspension trauma.		
ADDITIONAL MEASURES REQUIRED 1. For high level rescue – attach additional rescue line to harness and raise casualty by means of rescue winch. Release their existing attachment, then raise or lower casualty to a point of safety. 2. For rescue at lower level and where accessible – use on-site plant such as forklifts and man cage to raise rescuer to casualty, unhook and then lower to ground	ACTION BY Supervisor	BY WHEN? Ongoing	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS WORKING OUTSIDE – EXPOSURE TO THE SUN – ULTRAVIOLET (UV) RADIATION		DATE 7/2009	No 35	
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET				
EQUIPMENT USED	CAN TASK BE ELIMINATED?	Yes	No X	
SUBSTANCES USED	ARE COSHH ASSESSMENTS NEEDED?	Yes	No X	
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Sun stroke		X		
Sun Burn		X		
Dehydration		X		
Heat Stress		X		
Exhaustion		X		
EXPOSED PERSONS Site operatives		TOTAL NUMBERS AFFECTED Varies		
FREQUENCY OF EXPOSURE Varied		DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE 1. Drink plenty of water. 2. Check your skin regularly for any unusual moles or spots. See a doctor promptly if you find anything that is changing in shape, size or colour, itching or bleeding. 3. Stay in the shade whenever possible, during your breaks and especially at lunch time. 4. Use a high factor sunscreen of at least SPF15 on any exposed skin. 5. Wear UV protection sunglasses. Keep covered up as much as possible.		EXTENT TO WHICH THEY CONTROL RISK 1. Helps prevent dehydration. 2. Help to identify health problems associated with the skin. 3. Helps to cut down exposure to UV rays. 4. Helps to protect skin from the UV rays. 5. Helps protect eyes and body from UV rays.		
ADDITIONAL MEASURES REQUIRED 1. Tool box talk given to highlight dangers of UV exposure.		ACTION BY Supervisor		BY WHEN? Ongoing
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.				
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.				
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works		

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

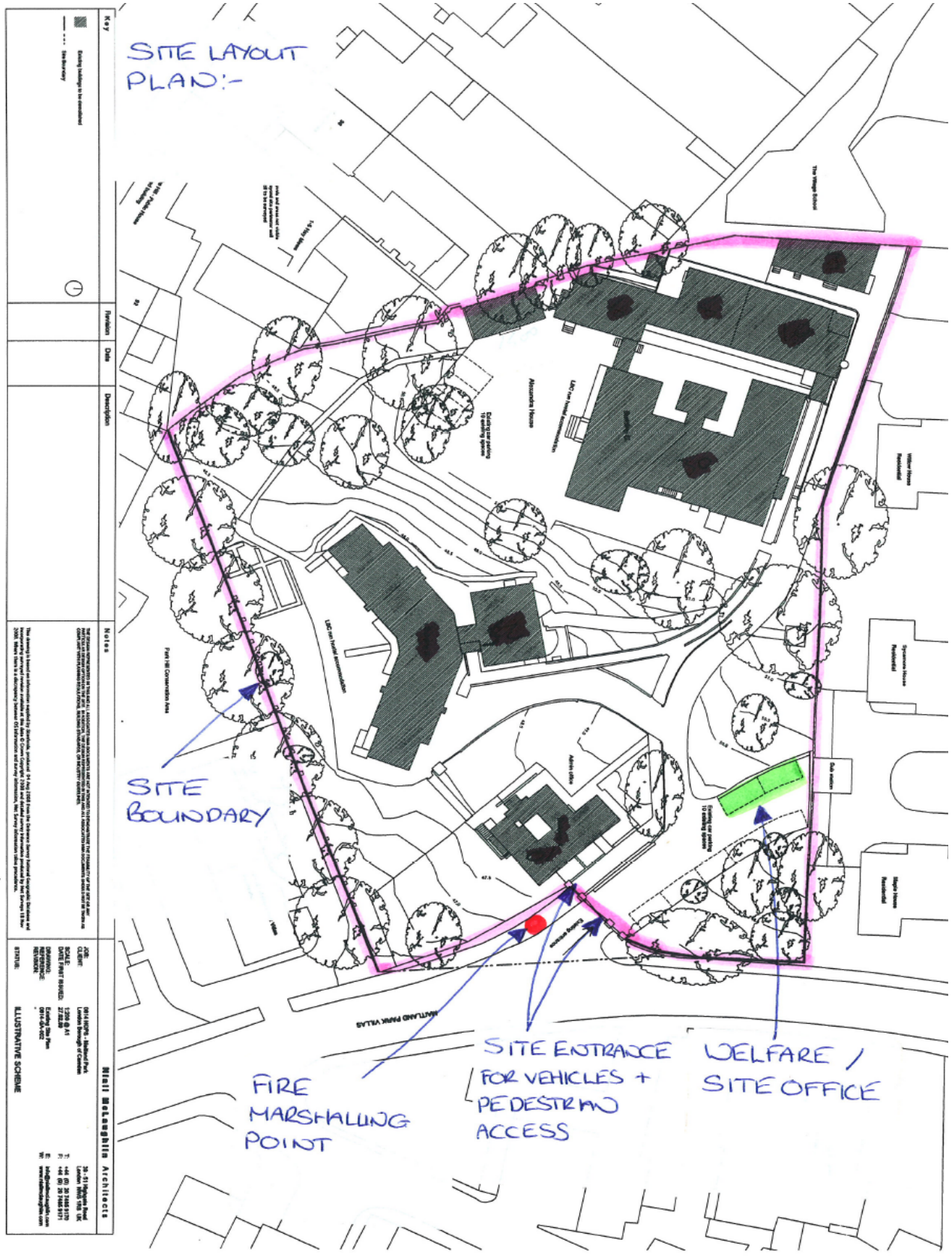
OPERATION/PROCESS CONCRETE CRUSHING		DATE 7/2009	No 36
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED CRUSHING MACHINE: EXTEC C12 CRUSHER	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED None	ARE COSHH ASSESSMENTS NEEDED?	Yes X	No
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Entanglement with moving parts – crusher mechanism and conveyor belt etc			X
Collision between plant and operative			X
Falling materials			X
Noise		X	
Whole Body Vibration		X	
Inhalation and Ingestion of dust		X	
Slips/ trips / falls		X	
EXPOSED PERSONS Operators	TOTAL NUMBERS AFFECTED 1		
FREQUENCY OF EXPOSURE Daily	DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. Operatives instructed not to stand on crusher access platform during normal operations. 2. Machine guarding / screens and guard railing. 3. Emergency isolation points / interlocks / trip guards 4. Segregation zone between operative and plant 5. Information / instruction / training 6. Signal system (light/audible/hand) 7. Regular clearance of debris 8. Daily equipment inspection / regular maintenance 9. Establishment of noise protection zone if required 10. PPE including head, eye, hand, respiratory, foot and hi-visibility clothing 	EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. Significantly reduces the risk of major injury to operatives during normal operations 2. To help prevent falls / access to dangerous machine parts and to aid in dust suppression 3. Provide instantaneous isolation of the equipment, to reduce the risk of entanglement with moving parts. 4. To establish safe working distances between potentially lethal equipment and operator, and to reduce the risk of falling materials hitting the operator 5. To ensure all parties are competent to undertake and manage the task, use the equipment and ensure suitable means of communication and in place to coordinate activities. 6. To control tipping operations 7. Good house keeping will prevent slips / trips / falls 8. To ensure equipment is in good working order 9. Will help prevent damage to hearing 10. To help increase visibility and to give further protection against injury 		
ADDITIONAL MEASURES REQUIRED <ol style="list-style-type: none"> 1. Assessment of materials and implementation of suitable control measures. 2. Implementation of safe system of work detailing blockage removal. 3. Planned vehicular movement 	ACTION BY Site Management	BY WHEN Prior to works	
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works	

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKPLACE RISK ASSESSMENT

OPERATION/PROCESS FEEDING THE CRUSHER		DATE 7/2009	No 37
LOCATION: ALEXANDRA HOUSE & THE LODGE, MAITLAND PARK VILLAS, LONDON NW3 2ET			
EQUIPMENT USED CRUSHING MACHINE: EXTEC C12 CRUSHER, 360 DEGREE EXCAVATOR	CAN TASK BE ELIMINATED?	Yes	No X
SUBSTANCES USED None	ARE COSHH ASSESSMENTS NEEDED?	Yes X	No
RISK PRIOR TO CONTROLS			
HAZARDS IDENTIFIED	Low	Med	High
Noise		X	
Whole Body Vibration		X	
Collision between plant and operative			X
Falling materials			X
Inhalation and Ingestion of dust		X	
EXPOSED PERSONS Operator / Site operatives	TOTAL NUMBERS AFFECTED varied		
FREQUENCY OF EXPOSURE Daily	DURATION OF EXPOSURE Varied		
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. Information / instruction / training 2. Daily equipment inspection / regular maintenance 3. Establishment of noise protection zone if required 4. PPE including head, eye, hand, respiratory, foot and hi-visibility clothing 5. Ensure exclusion zone for bucket operating arc and crusher. 	EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. To ensure all parties are competent to undertake and manage the task, use the equipment and ensure suitable means of communication and in place to coordinate activities. 2. To ensure equipment is in good working order 3. Will help prevent damage to hearing 4. To help increase visibility and to give further protection against injury 5. Protect operatives from being hit / crushed by plant / materials. 		
ADDITIONAL MEASURES REQUIRED <ol style="list-style-type: none"> 1. Planned vehicular movement 	ACTION BY Site Management		BY WHEN Prior to works
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to, the risks above should be reduced to an acceptable level.			
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Ensure that physical capabilities are taken into account when allocating works.			
MONITORING RESULTS Monitoring is required to ensure that the controls remain effective.			
ASSESSOR M ROPKINS	POSITION SAFETY OFFICER	REVIEW DATE Review for each job and as required during works	

SITE LAYOUT PLAN



SYD BISHOP & SONS (DEMOLITION) LIMITED

COSHH ASSESSMENTS

A library of COSHH assessments are held by each of the Site Managers for the materials used and generally encountered on all demolition sites. These must be available on site and it is the responsibility of the Site Manager to ensure this is the case.

Should any substances be used / encountered outside of this information, additional COSHH assessments will be produced.

SYD BISHOP & SONS (DEMOLITION) LIMITED

SITE RULES

ALL OPERATIVES / VISITORS TO SITE MUST COMPLY WITH THE LONDON BOROUGH OF CAMDEN RULES FOR CONTRACTORS.

Working Hours: Monday - Friday 0800 to 1700
 Saturdays 0800 to 1300

This site will be closed on Sundays and Bank Holidays

THERE WILL BE NO ALCOHOL OR DRUGS PERMITTED ON SITE

THERE WILL BE NO SMOKING PERMITTED ON THE SITE.

All pneumatic tools, compressors and equipment will be suitably silenced and positioned on the site to minimise the noise emission from the site.

The works will be carried out with the minimum of noise and inconvenience to the occupants of the adjoining buildings.

We shall comply with the Control of Pollution Act 1974 Part III Noise and BS5228 and Noise At Work Regulations, as far as practically possible and keep in constant dialogue with the Local authority regarding noise levels and restrictions.

Adequate warning signs and hazard tape will be displayed around the site.

Extreme care will be taken to ensure that in undertaking the works, any scaffolding will be cleared on a regular basis to alleviate the risk of overloading or accidental collapse.

Before each shift commences the buildings will be checked to ensure that there are no persons sheltering within the structure to be demolished.

No works will commence until this has been carried out and personnel are completely sure that the building is empty.

The site will be deemed a hard hat area and enforcement will be made in accordance with the Construction (Head Protection) Regulations 1989 to ensure that all employees and visitors adhere to this ruling.

In the interest of fire prevention any combustible materials will be removed from the floors prior to hot cutting operations.

Hot cutting is subject to a permit to work system and will cease one hour before all other operations on site and the working areas checked by the foreman prior to leaving at the end of each shift.

No materials will be burnt on site.

SYD BISHOP & SONS (DEMOLITION) LIMITED

WORKING PRACTICES

This section details the rules and standards that relate to all employees at work, contractors and visitors. It is the responsibility of all to obey these rules and to behave in a safe manner whilst at work.

Deliberate contravention of these rules shall be considered a break in an employee's contract of employment or a breach of contract from that employee's employer. It should also be borne in mind that contravention of Health and Safety Legislation is a criminal offence and that a prosecution can be taken against an individual by the Health and Safety Executive.

It is the responsibility of all employees, contractors and visitors are to ensure that:

1. No machine, or item of plant or equipment is operated by any person unless they have been trained and are authorised to do so.
2. All machine guarding is in place and correctly adjusted prior to machinery being used.
3. Any fault, defect (including damage) or malfunction in any item of machinery, plant, equipment, tool or guard is reported immediately.
4. No machine, or item of plant or equipment is left unattended or cleaned whilst in motion, unless the operator is authorised to do so.
5. No repairs, maintenance or adjustments to machines, or items of plant or equipment are carried out, unless the operator authorised to do so.
6. All substances are used only in accordance with the written instructions.
7. All substances are stored in accordance with the written instructions and are returned to the storage after use.
8. All hazard notices or warning signs displayed on the premises are obeyed.
9. All notices displayed in the workplace are read and they understand the instructions.
10. All safety equipment and facilities provided are used and are not misused or wilfully damaged.
11. The work area is kept clean and tidy at all times.
12. All waste is disposed of in the correct container.
13. All liquid spills are cleaned up immediately.
14. All emergency procedures relevant to their work area are obeyed.
15. Emergency exits and equipment are not obstructed.
16. Any use of or damage to fire fighting equipment is reported immediately.
17. Prompt medical assistance is sought for any injury received at work and the injury is reported as soon as possible.

MISCONDUCT

Any person on site found to have acted in any one of the following ways shall be liable to disciplinary procedures:

1. Wilfully breaching the Company's safety rules or Health and Safety Policy.
2. Removing any guard or protective device without permission.
3. Operating any machine, plant or equipment without authority.
4. Misusing items provided for first aid.
5. Recklessly interfering with or misusing anything provided in the interest of health, safety or welfare at work.
6. Defacing or removing notices, signs, labels or any other warning device.
7. Misusing any chemical, flammable substance, toxic material, etc.
8. Smoking in designated "No Smoking" areas or whilst using flammable substances.
9. Taking part in horseplay or practical jokes.
10. Making false declarations or interfering with evidence following an accident or dangerous occurrence.
11. Misusing compressed air, electric or pneumatic equipment.
12. Overloading lifting equipment.

SYD BISHOP & SONS (DEMOLITION) LIMITED

VIBRATION-GENERATING TOOLS REGISTER

Manufacturer	Model / Common name	Vibration Magnitude (m/s ²)	Trigger time (hh:mm) to reach Exposure Action Value (EAV)	Trigger time (hh:mm) to reach Exposure Limit Value (ELV)
Ingersoll Rand	Pneumatic Hammer	7.6	52 minutes	3 hours 28 minutes
HILTI	TE75	11	25 minutes	1 hour 39 minutes
Partner	Petrol Powered Power Cutter K650	8.9	38 minutes	2 hours 31 minutes
	Petrol Powered Power Cutter K950	8.0	47 minutes	3 hours 8 minutes
	Petrol Powered Power Cutter K1250	6.0	1hour 23 minutes	5 hours 33 minutes
Oswald Record	BG12 1 Permon Pick	5.0	2 hours	8 hours
Oswald Record	BG9.1	7.7	51 minutes	3 hours 22 minutes
SPEEDY HIRE TOOLS:				
	DR4S-VR Rock Drill / Sinker Drill	4.7	2 hours 16 minutes	9 hours 3 minutes
	23.5kg low vibration rock drill	7.34	56 minutes	3 hours 43 minutes
	16.5kg low vibration rock drill	6.72	1 hour 6 minutes	4 hours 26 minutes
	34kg vibration reduced breaker - 344S-VR	4.6	2 hours 22 minutes	9 hours 27 minutes
Macdonald	28kg vibration reduced breaker - 28S-VR	5.22	1 hour 50 minutes	7 hours 20 minutes
	24kg vibration reduced breaker - 24S-VR	4.91	2 hours 4 minutes	8 hours 18 minutes
	Vibration reduced clay pick CM11S-VR	6.2	1 hour 18 minutes	5 hours 12 minutes
	SK12 Pick Hammer	6.0	1 hour 23 minutes	5 hours 33 minutes
	13kg vibration reduced demo pick –DM11S-VR	6.2	1 hour 18 minutes	5 hours 12 minutes
	Chop Saw 14inch – Metal	2.5	8 hours	>24 hours

SYD BISHOP & SONS (DEMOLITION) LIMITED

Manufacturer	Model / Common name	Vibration Magnitude (m/s ²)	Trigger time (hh:mm) to reach Exposure Action Value (EAV)	Trigger time (hh:mm) to reach Exposure Limit Value (ELV)
	Angle Grinder 9inch (230mm)	3.0	5 hours 33 minutes	22 hours 13 minutes
	Angle Grinder 7inch (180mm)	3.0	5 hours 33 minutes	22 hours 13 minutes
	Angle Grinder 5inch (125mm) - 9565CV	4.0	3 hours 8 minutes	12 hours 30 minutes
	Angle Grinder 4inch	2.5	8 hours	>24 hours
	Angle Grinder 4.5inch (115mm)	4.0	3 hours 8 minutes	12 hours 30 minutes
	Air picks – low vibration	5.2	1 hour 51 minutes	7 hours 24 minutes
	Road breakers low vibration	6.5	1 hour 11 minutes	4 hours 44 minutes
SULLAIR	MK250 Demolition Hammer	<4	3 hours 8 minutes	12 hours 30 minutes
	SK12A Pneumatic Hammer	6	1 hour 23 minutes	5 hours 33 minutes