

Sheet Piling Risk Assessment Statement

Liddell Road Development in the London Borough of Camden NW6 2EW



November 2021

YOUR CONSTRUCTION PARTNER



This document remains the property of CField Construction. The holder shall be responsible for complying with the instructions that accompany revisions. The Design Manager or his / her nominee shall only issue revisions. Amendments shall be identified by the revision number and a vertical line in the margin.

has prepared this report for the

Liddell Road Development in the London Borough of Camden NW6 2EW

And shall not be liable for the use of any information contained herein for any purpose other than the sole and specific use for which it was prepared.

Joe Martin
Senior Project Manager



M: +44 (0)74 8395 8548
E: joe.martin@cfield.co.uk

CHANGE RECORD

INTRODUCTION

HAZARD ASSESSMENT FORMS

COSHH ASSESSMENT FORMS

CFIELD HSEQ POLICY

Revision	Changes	Author
1	New HSEQ Policy	JM
2	AdBlue added into COSHH assessment	JM
3	RA10 updated	JM
4		

INTRODUCTION

This document is to accompany the Sheet Piling Works Package Plans issued to clients. It includes the CField Environmental, Occupational H&S System policy (Appendix A) and collates the task and materials hazards present on CFA sites. Site specific hazards are addressed through the use of form 1-1.2K F9 Site Hazard Assessment, a copy of which is include in the project Works Package Plan.

All current Risk Assessments and Hazard Assessments are available for download from the CField Web site by the Site Supervisor, attached are the current versions as noted within the change record. The CFA Contracts Manager will update this document periodically (6- monthly review).

HAZARD ASSESSMENT FORMS

- **CF HA01** Piling Rig Access and Egress KF HA02 CFA - Using a CSP Attachment
- **CL HA07** Site Crane Works
- **CF HA10** (CFA) Continuous Flight Auger Piling
- **CF HA12** Lifting and Installation of Sheet Piles
- **CF HA02** Loading Unloading of Lorries
- **CF HA07** Site establishment
- **CF HA10** Mobile Elevated Work Platform
- **CF HA14** Forklift Truck Telescopic Handlers
- **CF HA16** Air Compressors
- **CF HA18** Loading & Unloading of Plant, Equipment, Etc
- **CF HA22** Concrete Pumping
- **CF HA23** Abrasive Wheels
- **CF HA27** Welding Cutting and Associated Work on Site

Operation / Task:		360 Excavator Operation		Assessment Ref / Rev:		CF_HA15							Pre- pared	by:	Joe Martin	Created Date	Nov 21						
Location:		Various		Department:		CField H&S							Revision		C		Date 5= November 2021						
H&S Consequence, C		Env. Consequence, C					Likelihood, L								Acceptance Criteria								
1 Minor Injury		1 Minor Impact / operational delay				1	Improbable				1	2	3	4	5								
2 First Aid injury		2 Community complaints				2	Remote			1	1	2	3	4	5	R Red - Intolerable take immediate action							
3 Major injury		3 Major Impact				3	Possible			2	2	4	6	8	10	Y Yellow - Tolerable with additional controls							
4 Permanent Consequence		4 Legal Consequence				4	Probable			3	3	6	9	12	15	G Green - Tolerable no further action required							
5 Potential Fatality		5 Major impact and cost				5	Almost Certain			4	4	8	12	16	20								
										5	5	10	15	20	25								
Task	Hazard		Persons at risk		Degree of risk			Control measures							Residual risk			Person responsible		Monitoring responsibility			
					C	L	RR								C	L	RR						
	General Note							Plant operators shall have a CPCS card. All hand tools shall be visually inspected by the user, for damage. PPE to be always worn. High Visibility vests, Hearing protection to EN 352-2, hand protection to EN 388 (mechanical hazards) and EN 374-3 (re-fueling), protective footwear to EN 345, eye protection to EN166, head protection to EN397.															
A	Access & Egress																						
A1	Slipping off steps / tracks		Any-one	3	3	9	Anyone climbing onto the machine steps must ensure that the step is in good order and not covered in mud / debris. Any debris on boots should be kicked off prior to climbing up. Check steps not icy during winter months. De-icer is available in work vans. Tools must never be stored on the steps. Use permanent fixtures on rig to grab hold off if necessary to aid climbing up onto tracks. No-one is to climb onto back of rig without the handrails being in place. If access is required to the mast, then a MEWP or equivalent must be utilised.							3	1	3	Excavator operator	Site Supervisor					
A2	Visual Obstructions		Any-one	3	3	9	Anyone climbing on to machines must remain vigilant and always concentrate. Supervisors to carry out daily briefings highlighting any specific hazards.							3	2	6	Excavator operator	Site Supervisor					
A3	Poor Weather conditions		Any-one	3	3	9	Extra care must be taken during heavy wind or rain. Snow must be brushed off prior to climbing. Use de-ice or something equally effective to thaw out any ice when required. Boots must be kicked against tracks prior to climbing.							3	1	3	Excavator operator	Site Supervisor					
A4	Storage of tools on steps		Operatives	3	3	9	Supervisor must ensure that no tools are left on the steps. Plant dept. to look at possibility of placing a tool tray in a suitable position to store the hammer, screwdriver, plastic caps,etc.							3	1	3	Excavator operator	Site Supervisor					

Operation / Task:		Abrasive Wheels		Assessment Ref / Rev:		CF_HA23							Pre- pared	by:	Joe Martin		Rev 2 Date:	Nov 21																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
Loca- tion:		Work Locations / Anywhere		Department:		CField H&S							Is- sue	Date:				Rev 1 Date:	Oct21																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
H&S Consequence, C		Env. Consequence, C		Likelihood , L											Acceptance Criteria																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
1 Minor Injury		1 Minor Impact / operational de- lay		1	Improbable			1	2	3	4	5																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
2 First Aid injury		2 Community complaints		2	Remote		1	1	2	3	4	5			R Red - Intolerable take immediate action																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
3 Major injury		3 Major Impact		3	Possible		2	2	3	4	5	6	7	8	9	10	Y Yellow - Tolerable with additional controls																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
4 Permanent Conse- quence		4 Legal Consequence		4	Probable		3	3	4	5	6	7	8	9	10	11	12	13	14	15	G Green - Tolerable no further action required																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
5 Potential Fatality		5 Major impact and cost			5	Almost Certain		4	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	524	525	526	527	528	529	530	531	532	533	534	535	536	537	538	539	540	541	542	543	544	545	546	547	548	549	550	551	552	553	554	555	556	557	558	559	560	561	562	563	564	565	566	567	568	569	570	571	572	573	574	575	576	577	578	579	580	581	582	583	584	585	586	587	588	589	590	591	592	593	594	595	596	597	598	599	600	601	602	603	604	605	606	607	608	609	610	611	612	613	614	615	616	617	618	619	620	621	622	623	624	625	626	627	628	629	630	631	632	633	634	635	636	637	638	639	640	641	642	643	644	645	646	647	648	649	650	651	652	653	654	655	656	657	658	659	660	661	662	663	664	665	666	667	668	669	670	671	672	673	674	675	676	677	678	679	680	681	682	683	684	685	686	687	688	689	690	691	692	693	694	695	696	697	698	699	700	701	702	703	704	705	706	707	708	709	710	711	712	713	714	715	716	717	718	719	720	721	722	723	724	725	726	727	728	729	730	731	732	733	734	735	736	737	738	739	740	741	742	743	744	745	746	747	748	749	750	751	752	753	754	755	756	757	758	759	760	761	762	763	764	765	766	767	768	769	770	771	772	773	774	775	776	777	778	779	780	781	782	783	784	785	786	787	788	789	790	791	792	793	794	795	796	797	798	799	800	801	802	803	804	805	806	807	808	809	810	811	812	813	814	815	816	817	818	819	820	821	822	823	824	825	826	827	828	829	830	831	832	833	834	835	836	837	838	839	840	841	842	843	844	845	846	847	848	849	850	851	852	853	854	855	856	857	858	859	860	861	862	863	864	865	866	867	868	869	870	871	872	873	874	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	890	891	892	893	894	895	896	897	898	899	900	901	902	903	904	905	906	907	908	909	910	911	912	913	914	915	916	917	918	919	920	921	922	923	924	925	926	927	928	929	930	931	932	933	934	935	936	937	938	939	940	941	942	943	944	945	946	947	948	949	950	951	952	953	954	955	956	957	958	959	960	961	962	963	964	965	966	967	968	969	970	971	972	973	974	975	976	977	978	979	980	981	982	983	984	985	986	987	988	989	990	991	992	993	994	995	996	997	998	999	1000	1001	1002	1003	1004	1005	1006	1007	1008	1009	1010	1011	1012	1013	1014	1015	1016	1017	1018	1019	1020	1021	1022	1023	1024	1025	1026	1027	1028	1029	1030	1031	1032	1033	1034	1035	1036	1

B4	Fitting incorrect stone, causing the stone to burst	Operator / anyone close by	4	3	12	Persons fitting the stone shall ensure that the stone is the correct type for the job; this must include checking that the correct revolutions on the stone are correct for the revolution on the machine spindle and that the damper discs are in place on the stone.	4	1	4	Operator	Supervisor
C Using the grinder											
C1	Flying Particles / Sparks or swarf causing injury	Operator / anyone close by	4	2	8	Operator to ensure that other personnel are not in the area. Correct PPE must be worn, this should include ear plugs, safety goggles, overalls. The shield on the grinder shall be lowered over the stone and the guide rest shall not be more than 3 mm away from the stone.	4	1	4	Operator	Supervisor
C2	Untidy work area causing slips, trips and falls	Operator / anyone close by	3	3	9	Operator to ensure that other personnel are not in the area. Material shall not be stacked or stored around the grinder; area around the static grinder shall be kept clear of waste materials. Any mess created must be swept up as soon as possible. Supervisor to carry out regular workarounds encouraging good housekeeping practices.	3	1	3	Operator	Supervisor
C3	Entanglement / Contact with moving wheel	Operator / anyone close by	4	3	12	The guard must always be in place when using the grinder. Loose clothing must not be worn when using the grinder. Long hair to be tied back or a cap to be worn. Jewelry to be removed.	4	1	4	Operator	Supervisor
C6	Sparks causing a fire	Operator / anyone close by	5	3	15	When working on site a Hot Work Permit must be issued before using any sstill saw or grinder. Combustible and flammable materials must not be stored near the grinder. Before commencing any grinding activities, the operator must ensure the work area is free from any such material. Fire extinguishers must be located close to hand. All work-shop staff are trained in the use of fire extinguishers.	5	1	5	Operator	Supervisor

Task	Hazard	at	Degree of risk			Control measures	Residual risk			Person responsible	Monitoring responsibility
			C	L	RR		C	L	RR		
C6	Noise	Operator / anyone close by	4	4	16	Suitable ear protection must be always worn whilst using abrasive wheels. Anyone working close by must be warned and they must also wear suitable hearing protection.	4	1	4	Operator	Supervisor
C7	Dusts from materials being cut	Operator / anyone close by	4	3	12	Appropriate dust mask to be worn.	4	1	4	Operator	Supervisor

C8	Vibration	Operator / anyone close by	4	3	12	It is recommended that continuous use of grinding activities should not exceed 10 mins. Job rotation with other plant staff should be encouraged. Anyone who has been identified as suffering from early stage HAVs must be assessed by their line manager / Occupational Health as to their compatibility to operate Vibrating machinery.	4	1	4	Operator	Supervisor
C9	Bursting of the wheel or disc due to incorrect wheel/ stone being used	Operator / anyone close by	5	2	10	Operator to check machine and wheel before use. Persons fitting the stone shall ensure that the stone is the correct type for the job; this must include checking that the correct revolutions on the stone are correct for the revolution on the machine spindle and that the damper discs are in place on the stone.	5	1	5	Operator	Supervisor

Operation / Task:		ZU. Access/egress-100 Silent Piling Rig		Assessment Ref / Rev:		CF_HA32								Prepared by:		Joe Martin		Rev 2 Date:		Nov 21									
Location:		Various Sites / Yard		Department:		CField H&S								Issue Date:				5= November 21											
H&S Consequence, C		Env. Consequence, C				Likelihood , L												Acceptance Criteria											
1 Minor Injury		1 Minor Impact / operational delay		1		Improbable				1		2		3		4		5		R Red - Intolerable take immediate action Y Yellow - Tolerable with additional controls G Green - Tolerable no further action required									
2 First Aid injury 3 Major injury Permanent Consequence Potential Fatality		Community complaints Major Impact Legal Consequence Major impact and cost		2 Remote Possible 3 Probable 4 Almost 5 Certain		1		1		2		3		4		5													
						2		2		4		6		8		10													
						3		3		6		9		12		15													
						4		4		8		12		16		20													
						5		5		10		15		20		25													
Task		Hazard		ons risk		Degree of risk		Control measures										Residual risk			Person responsible		Monitoring responsibility						
				Pers at		C L RR												C L RR											
A		Climbing onto and off piling rigs																											
A1		Slipping off steps / tracks		Any-one		3 3		9		(PUWER reg 5&6) All rig operators must carry out daily checks and record on the weekly plant return forms. (this must include checking the steps) Anyone climbing onto the rig steps must ensure the step is in good order and not covered in mud / debris. Any debris on boots should be kicked off prior to climbing up. Check steps not icy during winter months. De- icer is available in work vans. Tools must never be stored on the steps. Use permanent fixtures on rig to grab hold off if necessary to aid climbing up onto tracks. (Working at height Rgs 3 & 14)No-one is to climb onto back of rig without the handrails being in place. If access is required to the mast then a MEWP or equivalent must be utilised.										3		1		3		Rig operator / any person wishing to climb onto rig		Site Supervisor / Forman	
A2		Complacency		Any-one		3 3		9		Anyone climbing on rigs must remain vigilant and concentrate at all times. Foreman / Supervisors to carry out daily briefings highlighting any specific hazards. (H&S@W act 1974 section 2)										3		2		6		Rig operator / any person wishing to climb onto rig		Site Supervisor / Forman	
A3		Poor Weather conditions		Any-one		3 3		9		Extra care must be taken during heavy wind or rain. Snow must be brushed off prior to climbing. Use de-icer or something equally effective to thaw out any ice when required. Boots must be kicked against tracks prior to climbing.										3		1		3		Rig operator / any person wishing to climb onto rig		Site Supervisor / Forman	

A4	Storage of tools on steps	Any-one	3	3	9	Ganger must ensure that no tools are left on the steps. Plant dept. are fitting tool trays to all rigs to store the hammer, screwdriver, plastic caps, etc.	3	1	3	Rig operator / Ganger	Site Supervisor / Forman
A5	Unable to climb into rig due to shape, size, posture, fitness level.	Any-one	3	2	6	Keller will ensure that anyone required to climb onto any piling rig is in good physical health. The supervisor must ensure that everyone can climb into the Cab of the Piling Rig when it is set to its maximum footprint. The company has a programme for carrying out regular healthsurveillance.	3	1	3	Rig operator / Ganger	Site Supervisor / Forman

Operation / Task:		Air Compressors.		Assessment Ref / Rev:		CF_HA16								Prepared by:		Joe Martin		Created Date:		Nov 21	
Location:		Sites and Yards		Department:		CField H&S								Revision		A		Date: 5 th November 2021			
H&S Consequence, C		Env. Consequence, C				Likelihood, L												Acceptance Criteria			
1 Minor Injury		1 Minor Impact / operational delay			1	Improbable				1	2	3	4	5							
2 First Aid injury		2 Community complaints			2	Remote			1	1	2	3	4	5	R Red - Intolerable take immediate action						
3 Major injury		3 Major Impact			3	Possible			2	2	4	6	8	10	Y Yellow - Tolerable with additional controls						
4 Permanent Consequence		4 Legal Consequence			4	Probable			3	3	6	9	12	15	G Green - Tolerable no further action required						
5 Potential Fatality		5 Major impact and cost			5	Almost Certain			4	4	8	12	16	20							
									5	5	10	15	20	25							

C1	Leaving compressor running allowing unauthorized use.	Site workers	4	3	12	Compressor to be switched off at end of shift or prolonged breaks; equipment must be locked out preventing the use by unauthorized persons.	4	1	4	Operator	Supervisor
C2	Air left in receiver when hoses are disconnected.	Operator	4	3	12	Before disconnecting hoses or equipment, operator to ensure that air is purged out of receiver and hose.	4	1	4	Operator	Supervisor
D Breakdown of compressor.											
D1	Breakages or Lack of maintenance may run the compressor to destruction	Operator	4	3	12	To reduce the risk of injury from a breakdown, the operator shall carry out daily pre-user checks.	4	1	4	Operator	Supervisor
E Location of compressor.											
E1	Noise.	Site workers	4	3	12	Compressor to have a noise rating as low as is reasonably practicable. All operators and persons in the immediate work area must wear suitable ear protection. Persons not wearing ear protection to be excluded from the immediate work area.	4	1	4	All employees / sub-contractors	Supervisor
E2	Fumes.	Site workers	5	3	15	Compressor to be positioned in a well-ventilated area. The exhaust should be pointed away from any office, mess room or stores units. If it is necessary to work in an area that is not well ventilated, fume extraction measures are to be provided.	5	1	5	All employees / sub-contractors	Supervisor

Operation / Task:		Concrete breakers & scabblers on site.	Assessment Ref / Rev:			CF-HA21				Prepared by:		Joe Martin		Rev 2 Date:	Nov21				
Location:		Construction Sites	Department:			CField H&S				Issue Date:				Rev 1 Date: Oct21					
H&S Consequence, C Minor Injury First Aid injury 3 Major injury Permanent Consequence Potential Fatality		Env. Consequence, C Minor Impact / operational 1 Community complaint 2 Major Impact 3 Legal Consequences 4 Major impact and c		Likelihood, L Improbable Remote Possible Probable 5	Almost Certain			Acceptance Criteria R Red - Intolerable take immediate action Y Yellow - Tolerable with additional controls G Green - Tolerable no further action required											
			Degree of risk										Residual risk		Person responsible	Monitoring responsibility			
Task	Hazard			C	L	RR	Control measures										C	L	RR
	at																		
A	Use of breaker or scabbler.																		
A1	Noise.		Site workers	4	4	16	All operators and persons in the immediate work area must wear suitable ear protection. Persons not wearing ear protection to be excluded from the immediate work area, a distance of at least 20 meters from the noise producer.								4	2	8	Main Contractor / All employees / sub-contractors	Supervisor
A2	Vibration.		Operator	4	4	16	Scabbler to be selected that will give a vibration acceleration dose as low as reasonably possible. If quoted root mean square vibration acceleration level is above 2.5 m/s2, then the contract manager shall arrange for the operator to have exposure reduced, e.g., by job rotation. i.e., maximum 10 mins on then 10 mins off. Thermal gloves may be required. Maximum daily dose over eight hours shall not exceed 5.0 m/s2. If the daily dose remains above 2.5 m/s2, health surveillance to be arranged by the Construction / General Manager.								4	2	8	All employees/ sub-contractors	Supervisor / Construction Manager / General Manager
A3	Flying particles		Keller Operative	4	3	12	All non-essential personnel must be kept away from the immediate area whilst cutting is being carried out. Suitable eye protection must be always worn by all personnel whilst cutting is being carried out.								4	1	4	All employees / sub-contractors	Supervisor
A4	Inhalation of dust		Site workers	4	3	12	Dust suppression must be always used. E.g., Water to dampen down any concrete being cut. Suitable dust mask must be worn whenever there is a risk of dust being produced and inhaled.								4	1	4	All employees / sub-contractors	Supervisor

B Use of air line.												
B1	Breakage of airline.	Site workers	3	2	6	The user shall check the condition daily before use and complete a weekly inspection form for the airline and the tool being used. Whip checks to be fitted to all joints and between the air tool and the line. All non-essential personnel should be excluded from the immediate work area.	3	1	3	All employees / sub-contractors	Supervisor	
B2	Trip Hazard	Site workers	3	3	9	Before commencing on site, the Supervisor must liaise with the Site Manager to ensure we are provided with a clean and tidy work area with adequate space for unloading. All airlines and leads must be laid to ensure the chance of a trip hazard is minimized, this may require it to be hung in the air or covered over. Good housekeeping practices must be always encouraged by CField site personnel. Rubbish, lifting equipment, re-bar, steel off cuts, etc. must not be allowed to build up.	3	2	6	All employees / Main Contractor and other site workers.	Construction Manager / Supervisor	
C Use of compressor.												

Task	Hazard	at	Degree of risk			Control measures	Residual risk			Person responsible	Monitoring responsibility
			C	L	RR		C	L	RR		
C1	Noise.	Site workers	4	3	12	Compressor to have a noise rating as low as is reasonably practicable. All operators and persons in the immediate work area must wear suitable ear protection. Persons not wearing ear protection to be excluded from the immediate work area. (See separate HA use of air compressors)	4	1	4	All employees / sub-contractors	Supervisor
C2	Fumes.	Site workers	5	3	15	Compressor to be positioned in a well-ventilated area. The exhaust should be pointed away from any office, mess room or stores units. If it is necessary to work in an area that is not well ventilated, fume extraction measures are to be provided.	5	1	5	All employees / sub-contractors	Supervisor

Operation / Task:		Dumpers.	Assessment Ref / Rev:		CF HA17		Prepared by:		Joe Martin	Created Date:	Nov 21		
Location:		Any site	Department:		CField H&S		Revision		A	Date: 5- November 2021			
H&S Consequence, C Minor Injury First Aid injury 3 Major injury Permanent Consequence Potential Fatality		Env. Consequence, C 1 Minor Impact / operational delay 2 Community complaints Major Impact Legal Consequence Major impact and cost		Likelihood, L 1 Improbable 2 Remote 3 Possible 4 Probable 5 Almost Certain				Acceptance Criteria R Red - Intolerable take immediate action. Y Yellow - Tolerable with additional controls G Green - Tolerable no further action required					
Task	Hazard	at	Degree of risk			Control measures			Residual risk			Person responsible	Monitoring responsibility
			C	L	RR				C	L	RR		
General Notes.						NOTE: Dumpers are only to be operated by trained and competent persons authorised on the company skills matrix. Operatives shall hold a current CPCS card. Operatives undergoing training shall be supervised by an authorised employee. Never operated the controls unless seated on the machine.							
A All Operations													
A1	Failure of working parts of dumper. Failure of brakes	Operator / Site Staff	5	3	15	Dumper must be in good working order before being used. Foreman to inspect machine on delivery. Operator to inspect the machine daily before use and to carry out routine servicing in accordance with operator's manual. Daily inspections must be carried out and recorded on the weekly plant return sheet. Supervisor to arrange for faults identified to be rectified or for the dumper to be exchanged.			5	1	5	Operator / Supervisor	Supervisor / Construction Manager
A2	Cuts to tyres, insufficient tread or incorrect tyre pressures	Operator / Site Staff	5	3	15	As for hazard A1. Operators to check tyre pressure if there is doubt whether the pressure is correct. Supervisor to carry compressor attachments to allow the inflation of tyres on site. If the tyre is damaged the tyre must be repaired or replaced immediately.			5	1	5	Operator / Supervisor	Supervisor / Construction Manager
B Loading of dumper.													
B1	Dumper moving.	Site Workers & Operator	3	2	6	Driver to switch off engine apply brake and to dismount from dumper before loading. Driver to ensure that during loading other persons stand back.			3	1	3	Operator Banks man Supervisor	Construction Manager Supervisor Principal Contractor
B2	Overloading of dumper.	Site Workers & Operator	5	3	15	Load to be applied evenly into dumper skip. Load in skip not to exceed dumper capacity. Load not to impair vision.			5	1	5	Operator / Supervisor	Supervisor / Construction Manager

B3	Load spilling from dumper or loading equipment.	Site Workers & Operator	3	3	9	Load in skip not to exceed dumper capacity. Operator / banks man to ensure that other persons stand clear, during loading.	3	1	3	Operator Banks man Supervisor	Construction Manager Supervisor Principal Contractor
C Travelling across site.											
C1	Collision with other plant	Site Workers & Operator	4	3	12	Only trained and competent persons to operate dumpers. The machine operator must ensure 360-degree vision is always available. Flashing beacon must always be switched on whilst plant in use. Allow for wet brakes not working as well as dry brakes. A trained Banksman may be required to supervise dumper movements. Always adhere to site traffic management plan.	4	1	4	Operator Banks man Supervisor	Construction Manager Supervisor Principal Contractor
C2	Unsuitable surface.	Operator	3	3	9	Supervisor to confirm on site hazard assessment that routes and roads are suitable for dumpers or to arrange for improvements necessary to be implemented before work commences. Operator must always adhere to designated site traffic routes and speed limits. Foreman to supervise speeds of dumper during use on site.	3	1	3	Operator Banks man Supervisor	Construction Manager Supervisor Principal Contractor

Task	Hazard	at	Degree of risk			Control measures	Residual risk			Person responsible	Monitoring responsibility
			C	L	RR		C	L	RR		
C3	Harm caused to operator by dumper overturning	Operator / Site Staff	5	3	15	Anti-roll bar to be fitted to all dumpers. The site speed limits, and traffic routes must be always adhered to. The dumper must never be used on gradients which are too steep. The dumper must travel on slopes with the load facing uphill. Maximum gradient 1 in 6. Low gear to be engaged when traveling down slopes. If unsure stop and seek clarification from the site supervisor or HSEQ department	5	1	5	Operator / Supervisor	Construction Manager Supervisor Principal Contractor
C4	Dust	Operator / Site Staff	2	4	8	Speeds to be kept down. Supervisor to supervise speeds of dumper during use on site. Dust to be suppressed by main contractor. If the dust cloud becomes dangerous or is hard to control, then the dumper work must be stopped until the Principal Contractor has solved the problem. In the yard the road sweeper will carry out regular sweeping operations.	2	2	4	Supervisor / Yard Foreman	Main Contractor / Depot Manager

C5	Fall from dumper.	Operator	5	3	15	Dumper must be fitted with safety belt which is to be worn while the dumper is moving. Never operated the controls unless seated on the machine.	5	1	5	Operator	Supervisor
D	Storage of Plant										
D1	Theft / Vandalism	Site Workers Members of Public	5	3	15	Keys must always be removed from all items of plant when the operator is away from the machine. Always lock up machines at night, if available always place shutters over windows and doors.	5	1	5	Operator	Supervisor
D2	Dumper rolling way.	Site Workers Members of Public	5	3	15	Dumper to be parked on flat ground with the handbrake on. Always use stop blocks when tipping into excavations. Allow for wet brakes not working as well as dry brakes.	5	1	5	Operator	Supervisor
E	Refueling										
E1	Fuel Spillage causing pollution	Environment	5	2	10	Always store diesel bowser away from any water course and surface water drainage systems. Ensure adequate drip trays and spill kits are located close by. Ensure plant nappies are used whenever filling up items of plant. Ensure diesel bowsters are locked when not in use. Only store fuel in appropriate fuel cans. Oil and fuel must be stored with in adequate bunds in the store units.	5	1	5	Foreman Supervisor Operator Banks man	Supervisor
E2	Flammable liquid causing fire	Environment Site Workers Members of Public	5	4	20	Ensure any fuel stored is away from a direct heat source within an appropriate bowser or fuel can. All refuelling must only be carried out when the item of plant is switched off. Appropriate fire extinguishers must be close by to any item of plant being refueled. Always ensure the correct PPE is being worn. i.e., Gloves, Overalls, Glasses. Fuel must be stored in the correct containers when not being used.	5	1	5	Foreman Supervisor Operator Banks man	Supervisor

Operation / Task:		Forklift Truck and Telescopic Handlers.		Assessment Ref / Rev:		CF_HA14				Prepared by:		Joe Martin		Created Date:		Nov 21			
Location:		Work locations		Department:		CField H&S				Revision		A		Date: 5 th November 21					
H&S Consequence, C Minor Injury First Aid injury 3 Major injury Permanent Consequence Potential Fatality		Env. Consequence, C 1 Minor Impact / operational dela 1 2 Community complaints 2 Major Impact 3 Legal Consequence 4 Major impact and cost 5		Likelihood , L Improbable Remote Possible Probable Almost Certain		Acceptance Criteria R Red - Intolerable take immediate action Y Yellow - Tolerable with additional controls G Green - Tolerable no further action required													
				Degree of risk		Residual risk								Person responsible		Monitoring responsibility			
Task		Hazard		at		C		L		RR		Control measures							
												C		L		RR			
A		General Note.																	
A1		Note:										Forklift trucks and telescopic handlers are only to be operated by trained and competent persons. Operatives under training shall be supervised by an authorised employee. Telehandlers are not to be used on the highway unless they are road legal, and the operator holds a current UK driving license. Operator of forklift truck or telescopic handler to wear seat belt. Forklift truck or telescopic handler to have rollover protection.							
B		Use of forklift truck of telescopic handler on site.																	
B1		Overturning of truck due to inadequate surface.		Operator		5		3		15		Supervisor to confirm on site hazard assessment form that platform is adequate or to arrange for required improvements to be implemented before work commences. Loads to be carried with forks at lowest practicable level.							
B2		Overturning of truck on sloping surface.		Operator		5		3		15		No travelling across the gradient. Load to be on uphill side of truck when travelling up or down a gradient.							
B3		Overturning truck due to overloading.		Operator		5		3		15		Weight of loads to be carried to be known (unless clearly not near the capacity of the truck or telescopic handler) and within the capacity of the truck or telescopic handler. Load center distance not to be exceeded.							
B5		Failure of truck or hydraulics.		Operator / site workers		5		2		10		Current inspection certificate, not more than 12 months old to be provided with the machine. Foreman to inspect the machine on delivery. Operator to inspect the machine daily before use and carry out routine servicing in accordance with the operator's handbook. Daily inspection to be made by operator and a weekly inspection report completed and returned to plant dept.							

B6	Impact or collision.	Operator / site workers	5	3	15	Forklift truck or telescopic handler to be fitted with flashing beacon and audible reversing warning. 360-degree visibility assessment must be carried out on all plant. Forklift and telehandler must always stick to designated traffic routes. Banksman to be used for maneuvering operations in restricted areas, or when visibility is restricted and when others are working nearby. When travelling unloaded make sure forks face downhill with tilt to suit gradient.	5	1	5	Operator	Supervisor
B7	Displaced or falling loads.	Operator / site workers	5	3	15	Machine to be suitable for loads to be lifted. The SWL must never be exceeded. Forks to be correctly spaced. Cement and other bagged materials to be shrink wrapped where practicable. Loose loads on pallets to be secured.	5	1	5	Operator	Supervisor
B8	Door swinging	Operator / site workers	3	3	9	Doors of cab to be closed when machine is in motion.	3	1	3	Operator	Supervisor
B9	Movement of unattended machine.	Operator / site workers	5	2	10	Machine to be parked on level ground whenever possible. Hand brake to be on with machine in neutral. Forks to be tilting forward and lowered to the ground. The machine must be switched off and the keys removed when the operator leaves the vehicle.	5	1	5	Operator	Supervisor

		ons isk	Degree of risk				Residual risk			Person responsible	Monitoring responsibility
Task	Hazard	Persons at risk	C	L	RR	Control measures	C	L	RR		
B10	Theft / Vandalism	Operator / site workers / Intruder	4	3	12	Keys must always be removed from all items of plant when the operator is away from the machine. Always lock up machines at night, if available always place shutters over windows and doors.	4	1	4	Operator	Supervisor
B11	Movement of load on ground while slings being attached or removed.	Operator / site workers	3	3	9	Loads to be placed on suitable timbers to allow access for strops to go underneath and chocks, if movement of load is possible, to be used to prevent movement as load is taken by timbers.	3	1	3	Operator	Supervisor
C <u>Persons standing on forks or a platform on the forks to work.</u>											
C1	Person falling off forks or platform.	Operator / site workers	5	4	20	Working on the forks or any platform other than a purpose-built man rider is strictly forbidden at all times. Only trained and competent persons are to operate the man rider. Purpose built man rider to have certificate of thorough examination issued not more than 6 months previously. Daily inspections must be carried out and recorded on the Weekly plant inspection form. All operators involved in any quick hitch attachments must be adequately trained and competent.	3	1	3	Operator	Supervisor
D <u>Storing of quick fit man-rider.</u>											
D1	Hydraulics and electrical cable damaged or blocked with grit/mud.	Operator / site workers	4	3	12	When not in use the man-rider hydraulic hoses and electrical cable shall be stored in a purpose-made bracket. Man-rider cage shall be stored on level ground, this will enable easy adaptation.	4	1	4	Operator	Supervisor

E	Adapting quick fit man-rider to telehandler.										
E1	Note:					General note, for heights greater than 6 meters, a man rider controlled from its platform must be used. Operator to have received training in its use.					
E2	Fault in man-rider.	Operator / site workers	5	3	15	Man-rider to have a 6-month certificate of thorough examination. Foreman to inspect the machine on delivery. Operator to inspect the machine daily before use and to carry out routine servicing in accordance with the operator's manual. Daily inspection to be made by operator and recorded on the weekly inspection report.	5	1	5	Operator	Supervisor
E3	Locking pin not engaging.	Operator / site workers	5	3	15	All operators must be trained and competent in quick hitch attachments. Man-rider operator shall ensure that locking pin is engaged in the man rider bracket.	5	1	5	Operator	Supervisor
E4	Incorrect connection of electrical cables/hydraulic pipes.	Operator / site workers	5	3	15	All operators must be trained and competent. All hydraulic pipes and electrical cables shall be connected to enable the man-rider to be operated independently from the telehandler cab controls. Controls on platform to be tested before platform is lifted above the ground.	5	1	5	Operator	Supervisor
F	Positioning of man-rider.										
F1	Untrained operative positioning telehandler.	Operator / site workers	5	3	15	Only operatives holding a current CPCS card and trained in the use of the remote-controlled platform shall operate the telehandler with the platform.	5	1	5	Operator	Supervisor
F2	Over riding or not using hydraulic stabilizers.	Operator / site workers	5	3	15	Hydraulic stabilizers shall be used so that the front wheels are lifted off the ground. Safety measures are in place to make the man-rider un-operative from inside, if the stabilizers are not firmly on the ground.	5	1	5	Operator	Supervisor
G	Operating the man-rider.										
G1	Persons operating man rider from telehandler cab.	Operator / site workers	5	3	15	Once in position, telehandler operator shall engage switch in cab to make telehandler controls inactive and the man rider controls active. The man riding basket is only allowed to be controlled by the operator in the basket.	5	1	5	Operator	Supervisor
G2	Untrained person operating the man rider.	Operator / site workers	5	3	15	Only person trained and competent shall operate the quick fit man rider.	5	1	5	Operator	Supervisor
G3	Working on uneven ground or soft ground.	Operator / site workers	5	3	15	Telehandler with quick fit man rider must only be used on a firm and level platform.	5	1	5	Operator	Supervisor
G4	Fall from height.	Operator / site workers	5	3	15	Persons in man rider to wear harness with lanyards clipped to anchor positions provided. The lanyard must be short enough to prevent contact with the ground or other objects. Door to be secured and shut.	5	1	5	Operator	Supervisor
H	Woking in slewed position over extended time.										

		Degree of risk		Residual risk	Person	Monitoring responsibility
	ons isk					

Task	Hazard	Pers at r	C	L	RR	Control measures	C	L	RR	responsi-ble	
H1	Man-rider turned right or left.	Operator / site workers	5	3	15	Safety pin must be used when the man-rider is turned left or right to stop it from moving, there are purpose-made eye holes on the man-rider and bracket for this function.	5	1	5	Operator	Supervisor
I	Descending/lowering man-rider.										
I1	A person disembarking the man-rider before it is lowered to the ground.	Operator	5	3	15	Safety harness shall be worn and persons to remain in the man-rider, until it is safe to disembark. The man riding operation must only be controlled by the person in the basket.	5	1	5	Operator	Supervisor
J	Use of quick hitch attachments.										
J1	Fall of attachment.	Operator / site workers	5	3	15	Operators to be trained in quick hitch for the particular machine, 6 months through examination certificate required for the attachment.	5	1	5	Operator	Supervisor
K	Use/fitting of forks.										
K1	Not attaching the fork mounted hook correctly.	Site Workers	5	3	15	All persons using the folk mounted hook shall be trained in the correct fitting.	5	1	5	Operator	Supervisor
K2	The fork mounted hook slipping of the folks.	Site Workers	5	1	5	The fork mounted hook is designed in such a way that when attached to the fork, the locking bar automatically engages behind the folks.	5	1	5	Operator	Supervisor
K3	Using a damaged fork mounted hook.	Site Workers	5	2	10	The fork mounted hook and frame must be examined before use and weekly. A 6 monthly certification inspection must be carried out by a competent person. If damaged in anyway the fork mounted hook must not be used.	5	1	5	Operator	Supervisor
K5	Manual Handling caused injuries	Operatives	3	3	9	All Keller personnel have been trained in the correct procedure when carrying out manual handling. If needed a second or third person must be used to aid any lifting or carrying operations.	3	1	3	Operator	Supervisor
L	Fuel Storage / Refueling										
L1	Fuel Spillage causing pollution	Environment	5	2	10	Always store diesel bowser away from any water course and surface water drainage systems. Ensure adequate drip trays and spill kits are located close by. Ensure plant nappies are used whenever filling up items of plant. Ensure diesel bowsters are locked when not in use. Only store fuel in appropriate fuel cans. Oil and fuel must be stored with in adequate bunds in the store's units.	5	1	5	Supervisor Operator Banks man	Supervisor

L2	Flammable liquid causing fire	Environment Site Workers Members of Public	5	4	20	Ensure any fuel stored is away from a direct heat source within an appropriate bowser or fuel can. All refueling must only be carried out when the item of plant is switched off. Appropriate fire extinguishers must be close by to any item of plant being refueled. Always ensure the correct PPE is being worn. i.e., Gloves, Overalls, Glasses.	5	1	5	Supervisor Operator Banks man	Supervisor
----	-------------------------------	--	---	---	----	--	---	---	---	-------------------------------	------------

[illegible]

Operation / Task:	Loading & unloading of lorries	Assessment Ref / Rev:	CFHA02										Prepared by:	Joe Martin	Created Date:	Nov 21
Location:	Site	Department:	CFelld H&S										Revision	A	Date: 5 th November 2021	
H&S Consequence, C	Env. Consequence, C			Likelihood, L								Acceptance Criteria				
1 Minor Injury	1 Minor Impact / operational delay		1	Improbable			1	2	3	4	5					
2 First Aid injury	2 Community complaints		2	Remote		1	1	2	3	4	5	R Red - Intolerable take immediate action				
3 Major injury	3 Major Impact		3	Possible		2	2	4	6	8	10	Y Yellow - Tolerable with additional controls				
4 Permanent Consequence	4 Legal Consequence		4	Probable		3	3	6	9	12	15	G Green - Tolerable no further action required				
5 Potential Fatality	5 Major impact and cost			5 Almost Certain		4	4	8	12	16	20					
						5	5	10	15	20	25					
			Degree of risk									Residual risk			Person responsible	Monitoring responsibility
Task	Hazard		C	L	RR	Control measures						C	L	RR		
	at															
	General Note					Note: All lifting operations on site, including loading and unloading from lorries are to be properly planned and supervised by trained and competent persons. The unloading and loading of lorries is to be undertaken by trained and competent persons only. Operators under training shall be supervised by an authorised employee. To eliminate the requirement for working on the back of the lorry, it shall be requested that where possible items are pre slung.										
A	Loading or unloading on site															
A1	Crane / Forklift / Telehandler usage	Operator/banks man/ site staff	5	3	15	Before any lifting operations take place, the work area must be assessed by a trained and competent person. If site specific lift plans are required these must be produced prior to any lift commencing. Ground conditions must be assessed for stability. Loading and unloading must only be carried out in the agreed designated loading/unloading areas. Exclusion zones may be required, and suitable warning signs and barriers put in place.						5	1	4	Operator	Supervisor

A2	Working from the truck bed/trailer Falls from height.	Operator/banks man/ site staff	4	3	12	Supervisor to ensure that if a person is required to work from a truck/trailer, the edge fall protection / bean bag system must be in place, on the truck/trailer. Where it is not practicable to have the edge fall protection in place due to the loading/ off loading procedure. A fall arrest system must be used and connected to a fixed point.	4	1	4	Operator	Supervisor
A3	Manually moving load around the truck bed. Strain and sprain injuries	Operator/banks man/ site staff	4	3	12	Where possible all loads shall be positioned on the truck with either a vehicle mounted hi-ab or telehandler/forklift. If a crane is required a lift plan must be utilised. Where mechanically means are not possible due to the load, the weight of the item must be available.	4	1	4	Operator	Supervisor

Operation / Task:		Mobile Elevated work		Assessment Ref / Rev:		CF_HA10							Prepared by:		Joe Martin		Created Date:		Nov 21													
Location:		Work Sites		Department:		CField H&S							Revision		A		Date: 5 th November 2021															
H&S Consequence, C		Env. Consequence, C			Likelihood, L												Acceptance Criteria															
1 Minor Injury		1 Minor Impact / operational delay			1 Improbable				1		2		3		4		5															
2 First Aid injury		2 Community complaints			2 Remote		1		1		2		3		4		5		R Red - Intolerable take immediate action													
3 Major injury		3 Major Impact			3 Possible		2		2		4		6		8		10		Y Yellow - Tolerable with additional controls													
4 Permanent Consequence		4 Legal Consequence			4 Probable		3		3		6		9		12		15		G Green - Tolerable no further action required													
5 Potential Fatality		5 Major impact and cost			5 Almost Certain		4		4		8		12		16		20															
							5		5		10		15		20		25															
task		Hazard				Degree of risk		Control measures										Residual risk			Person responsible		Monitoring responsibility									
		at		C		L		RR												C			L		RR							
		General Note.								Note: only trained/competent persons to operate the Mobile Elevated Work platform (MEWP). MEWP operator shall read the MEWP Operating & Safety Manual. Safe working load to be marked.																						
A		Travelling to point of work.																														
A1		Operator not trained or unauthorized to use the MEWP.		Site Workers		5		2		10		Only trained and unauthorized person shall use the mobile elevated work platform. Mobile elevated work platform ignition keys to be taken out of the ignition when not in use.										5			1		5		Operator		Supervisor	
A2		Failure of machine		Site Workers		5		2		10		All users must carry out pre-use checks daily and fill in the daily plant inspection form. The MEWP must be maintained and serviced as per operator's manual. The MEWP SWL must never be exceeded. 6 mthly periodic inspections must be carried out by a trained and competent person.										5			1		5		Operator		Supervisor	
A3		Over turning due to inadequate surface		Site Workers		5		3		15		Regular inspections of the work area and traffic routes must be undertaken by the main contractor and Keller site foreman. Route to working area must be in good condition without potholes. Mobile elevated work platform boom must be in a safe mode position when travelling over a distance.										5			1		5		Principal Contractor / Operator		Supervisor	
B		Using the MEWP.																														
B1		Fall from height.		Operator		5		2		10		Only trained operators are allowed to use the MEWP. All persons in the mobile elevated work platform basket shall wear a safety harness secured to a stable point in the basket. Never overreach from the basket, the MEWP must be positioned as close as possible to the item being worked on.										5			1		5		Operator		Supervisor	
B2		Operating moving mobile elevated work platform without a clear vision		Site Worker		5		2		10		The operator must assess the area to be worked in prior to positioning the MEWP. Before the operator moves the mobile elevated work platform a banks man shall be utilised to ensure a clear and safe movement.										5			1		5		Operator		Supervisor	

B3	Working in the vicinity of electricity.	Site Workers	5	3	15	The on-site hazard assessment must make note of any overhead electric cables. If there is the need to work close by to any overhead electric cables, the local electricity provider must be contacted for advice. A request for the Electricity to be switched off and locked out before work is carried out may be required.	5	1	5	Construction Manager	Project Manager
B4	Falling equipment.	Site Workers	5	3	15	All equipment within the MEWP is to be properly secured to prevent them falling. All non-essential personnel must be kept away from the immediate work area around the augers whilst rigging is in process.	5	1	5	Construction Manager	Project Manager
C Storing of MEWP.											
C1	Theft / Vandalism	Anyone	4	3	12	Keys must always be removed from all items of plant when the operator is away from the machine. Always lock up machines at night.	4	1	4	Operator	Supervisor

Operation / Task:	Pile and Zone Tests.	Assessment Ref	/ Rev:	CF_HA08		Prepared by:	Joe Martin	Rev 2 Date:	Nov 21		
Location:	Construction Sites	Department:		CField H&S		Issue Date:		Rev 1 Date:	Oct 21		
H&S Consequence, C Minor Injury First Aid injury 3 Major injury Permanent Consequence Potential Fatality		Env. Consequence, C 1 Minor Impact / operational del 1 2 Community complaints 2 Major Impact 3 Legal Consequence 4 Major impact and cost		Likelihood, L Improbable Remote Possible Probable 5 Almost Certain	Acceptance Criteria R Red - Intolerable take immediate action Y Yellow - Tolerable with additional controls G Green - Tolerable no further action required						
			Degree of risk			Residual risk			Person responsible	Monitoring responsibility	
Task	Hazard	Consequence	C	L	RR	Control measures			C	L	RR
	General Note.					Note: This assessment covers both pile tests using anchors and pile tests with kentledge. It also covers where relevant zone tests of treated or untreated ground.					
A											
A1	Construction of test pile and anchor pile (if applicable)		N/A	N/A	N/A	See separate risk assessments for the construction of the type of pile.			N/A	N/A	N/A
B											
B1	Crane work.		N/A	N/A	N/A	See separate risk assessment for crane work (HA 105) . The contract specific Appointed Person must specify size of crane. Crane to have a minimum capacity of 50 tonnes.			N/A	N/A	N/A
C Rigging of Kentledge test.											
C1	Ground bearing failure under kentledge.	Operator /Site Workers	5	3	15	Project manager or design engineer to confirm that the ground is suitable for loads to be applied and to confirm minimum size of platforms. An appointed person must be preparing a separate lift plan if cranes are being used. Supervisor to assess ground before commencing to rig the test.			5	1	5
C2	Stability of kentledge.	Site Workers	5	3	15	Grillage to be suitable and sufficient for the test load. Kentledge to be suitable and stacked on the grillage in suitable manner, uniformly over the load with each layer at 900 to the layer below. Each block to rest on at least two blocks below.			5	1	5

C3	Collision of kentledge with person on blocks	Site Workers	5	3	15	Person working on the kentledge blocks must be a trained and competent slinger / signaler and to be in control of crane movements. If necessary, a second person to relay signals to the crane operator.	5	1	5	Banks-man	Appointed Person /Supervisor
C4	Fall from height	Site Workers	5	3	15	Suitable ladder access to the top of the kentledge to be always provided. (Refer to HA 23: Use of Ladders for hazards involved with the use of ladders) . Top of kentledge to be flat without trip hazards. A safety harness, fitted with a 1.5m lanyard shall be worn. The lanyard shall be secured to the lifting eye on the top of a kentledge block on the layer upon which the slinger is working.	5	1	5	Operator	Appointed Person /Supervisor
D Rigging of anchor pile test.											
D1	Failure of tensile rods	Operative setting up	5	15	15	Rods to be designed to carry loads. Anchor plates to be suitable. Welding to be carried out by authorised personnel.	5	1	5	Operator	Supervisor
D2	Collapse of beams.	Operative setting up	5	3	15	Minimum of four anchors to be used. Beams to be supported by a suitable cradle.	5	1	5	Operator	Supervisor
E Rigging of test equipment.											
E1	Manual handling of jack, etc.	Operative setting up equipment	3	3	9	All employees must have undergone suitable manual handling training prior to commencing works on site. Suitable manual handling assessments must be carried out for tasks carried out on site. Mechanical means to be used to transport item were reasonably practicable. Two men to lift jack, pump etc. into position, if necessary.	3	1	3	Pile Tester	Supervisor
F Undertaking test											

Task	Hazard	Persons at risk	Degree of risk			Control measures	Residual risk			Person responsible	Monitoring responsibility
			C	L	RR		C	L	RR		
F1	Working alone	Pile tester	5	3	15	If working alone on the site, the person carrying out the test shall be provided with a mobile phone and ensure an adequate lone worker procedure is in place. It must include a reporting in procedure at set times / durations. This procedure must be checked to confirm there is suitable mobile phone reception.	5	1	5	Pile Test company	Supervisor
F2	Working at night	Pile tester	5	3	15	Working alone at night should be always prohibited unless all other means of pile testing options have been considered. A site-specific RA must be undertaken by the pile test company. This must be reviewed and agreed with the CField Project Manager and Main Site manager. Site Manager must ensure the control measures are adhered to. Suitable welfare provisions must be provided by the pile test company.	5	1	5	Pile Test company	Project Manager / Main Contractor / Supervisor
F3	Failure of test beams	N/A	N/A	N/A		Test equipment, suitable and certified as sufficient for the test load, labelled and in good condition, shall be used.	N/A	N/A	N/A		

F4	Failure of hydraulic hoses	Pile tester	3	3	9	Hydraulic hoses to have capacity rated for pressures. Hoses to be routed to avoid loads being placed on them, buried if necessary. Hoses to be inspected before test commences.	3	1	3	Pile Tester	Supervisor
F5	Lifting of kentledge blocks under load.	Pile tester	3	3	9	Total weight of kentledge and test beams to exceed maximum test load by a minimum of 10%.	3	1	3	Pile Tester	Supervisor

Operation / Task:	Piling Rig Access / Egress	Assessment Ref / Rev:	CF_HA01					Prepared by:	Joe Martin	Rev 2 Date:	Nov 21			
Location:	Various Sites / Yard	Department:	Field H&S					Issue Date:		Rev 1 Date:	Oct 21			
H&S Consequence, C	Env. Consequence, C	Likelihood, L						Acceptance Criteria						
1 Minor Injury	1 Minor Impact / operational delay	1 Improbable												
2 First Aid injury 3 Major injury Permanent Consequence Potential Fatality	Community complaints Major Impact Legal Consequence Major impact and cost	2 Remote		1	2	3	4	5	R Red - Intolerable take immediate action Y Yellow - Tolerable with additional controls G Green - Tolerable no further action required					
		3 Possible		1	2	3	4	5						
		4 Probable		2	3	4	5	6						
		5 Almost Certain		3	4	5	6	7						
				4	5	6	7	8						
Task Hazard		ons risk	Degree of risk			Control measures				Residual risk		Person responsible	Monitoring responsibility	
		Pers at	C	L	RR					C	L	RR		
A Climbing onto and off piling rigs														
A1	Slipping off steps / tracks	Any-one	3	3	9	(PUWER reg 5&6) All rig operators must carry out daily checks and record on the weekly plant return forms. (this must include checking the steps) Anyone climbing onto the rig steps must ensure the step is in good order and not covered in mud / debris. Any debris on boots should be kicked off prior to climbing up. Check steps not icy during winter months. De-icer is available in work vans. Tools must never be stored on the steps. Use permanent fixtures on rig to grab hold off if necessary to aid climbing up onto tracks. (Working at height Rgs 3 & 14)No-one is to climb onto back of rig without the handrails being in place. If access is required to the mast then a MEWP or equivalent must be utilised.				3	1	3	Rig operator / any person wishing to climb onto rig	Site Supervisor / Forman
A2	Complacency	Any-one	3	3	9	Anyone climbing on rigs must remain vigilant and concentrate at all times. Foreman / Supervisors to carry out daily briefings highlighting any specific hazards. (H&S@W act 1974 section 2)				3	2	6	Rig operator / any person wishing to climb onto rig	Site Supervisor / Forman
A3	Poor Weather conditions	Any-one	3	3	9	Extra care must be taken during heavy wind or rain. Snow must be brushed off prior to climbing. Use de-icer or something equally effective to thaw out any ice when required. Boots must be kicked against tracks prior to climbing.				3	1	3	Rig operator / any person wishing to climb onto rig	Site Supervisor / Forman

A4	Storage of tools on steps	Any-one	3	3	9	Ganger must ensure that no tools are left on the steps. Plant dept. are fitting tool trays to all rigs to store the hammer, screwdriver, plastic caps, etc.	3	1	3	Rig operator / Ganger	Site Supervisor / Forman
A5	Unable to climb into rig due to shape, size, posture, fitness level.	Any-one	3	2	6	Keller will ensure that anyone required to climb onto any piling rig is in good physical health. The supervisor must ensure that everyone can climb into the Cab of the Piling Rig when it is set to its maximum footprint. The company has a programme for carrying out regular health surveillance.	3	1	3	Rig operator / Ganger	Site Supervisor / Forman

Operation / Task:		Site Crane Works		Assessment	Ref	/ Rev:		CF_HA07						Prepared by:		Joe Martin		Rev 2 Date:		Nov 21			
Location:		Anywhere		Department:				CField H&S						Issue Date:				5- November 2021					
H&S Consequence, C Minor Injury First Aid injury 3 Major injury Permanent Consequence Potential Fatality		Env. Consequence, C 1 Minor Impact / operational delay 2 Community complaints Major Impact Legal Consequence Major impact and cost			1 2 3 4	Likelihood , L Improbable Remote Possible Probable 5		Almost Certain				Acceptance Criteria R Red - Intolerable take immediate action Y Yellow - Tolerable with additional controls G Green - Tolerable no further action required											
			ons isk		Degree of risk										Residual risk			Person responsible		Monitoring responsibility			
Task	Hazard		Pers at r		C	L	RR	Control measures							C	L	RR						
	General Note							NOTE: Cranes are only to be operated by trained and competent persons. When applicable, operatives shall hold a current CPCS card Operatives under training shall be supervised by an authorised employee. All lifts are to be properly planned and supervised by suitably trained and competent persons.															
A	All Activities.																						
A1	Overloading of crane.		Operator / Site workers	5	3	15	Project Manager to arrange for a suitable and sufficient crane to undertake required lifts. A suitable lift plan must be prepared by an Appointed person, this must be reviewed by an appointed person prior to any mobilization of cranes. The site must be visited before preparing lift plant. Supervisor to ensure that weights of loads are known and are within the capacity of the crane.							5	1	5	Appointed Parson		Project Manager / Supervisor				
A2	Trips, slips and falls		Operator / Site workers	3	4	12	The work area must be always kept clean and tidy. All lifting accessories must be stored off the ground in the correct storage areas whilst not in use.							3	1	3	Operator / Site workers		Supervisor				
A3	Adverse ground.		Operator / Site workers	5	3	15	A suitable lift plan must be prepared by an Appointed person, this must be reviewed prior to commencing on site. The site must be visited before the lift plan is prepared. Platform certificate to be completed to confirm that platform is adequate before work commences. Platform to extend at least half a machine width beyond crane. Extra consideration to be given when working adjacent to site boundaries or hoardings.							5	1	5	Appointed Parson		Project Manager / Supervisor				
A4	Contact with overhead electric cables.		Operator / Site workers	5	3	15	If overhead cables are present the Energy company provider must be contacted for assistance. No further work must continue until suitable control measures have been documented and agree. The Supervisor must confirm on the site hazard assessment that the overhead lines do not affect the crane or to arrange for improvements to be implemented before work commences.							5	1	5	Appointed Parson		Project Manager / Supervisor				

A5	Collision with persons.	Operator / Site workers	5	3	15	Only trained and competent persons to operate cranes. The crane operator must ensure 360-degree vision is available at all times. Flashing beacon must always be switched on whilst plant in use. Safe exclusion zones must be provided and all non-essential personnel kept out of the immediate work area. A trained Banks man must be in place supervising all crane activities. Always adhere to site traffic management plan.	5	1	5	Operator / Banksman	Supervisor
A6	Failure of lifting appliance or lifting accessories.	Site Workers	5	3	15	Current inspection certificate, not more than 12 months old, and test certificate not more than four years old, to be provided with crane. Inspection certificates, not more than six months old to be provided for lifting accessories with hired crane. Keller-owned accessories to be correctly colour-coded and to have an identification mark stamped on. Supervisor must inspect the machine on delivery. Operator to inspect the crane daily before use and to carry out routine servicing in accordance with the operators manual. Daily inspection to be made by operator and recorded on the weekly inspection report.	5	1	5	Operator / Banksman	Supervisor

Task	Hazard	Persons at risk	Degree of risk			Control measures	Residual risk			Person responsible	Monitoring responsibility
			C	L	RR		C	L	RR		
A7	High winds.	Operator / Site workers	5	2	10	<p>In the event of extreme weather conditions, it may sometimes be necessary to review any lifting operation until such time as it is safe to proceed.</p> <p>A competent person, AP, or crane supervisor along with the crane driver needs to assess the wind speed and cease work if it is considered too high. (If able) using an anemometer unit, readings are to be taken every 30mins and constantly monitored. Once both the AP or crane supervisor and the crane driver are comfortable with the wind speed and the fact that it is not gusting, and the wind speeds are within the crane manufacturers guidelines the lift will be further assessed with regard to weight and radius. Should all parties be satisfied with the wind conditions and deem the lift to be safe, a tag line will be placed on the load prior to lifting. If the load is a cage, the cage will not be lifted until the pile is concreted to further mitigate any risks. Once the pile is concreted the cage will be lifted to the vertical and steadied with one or more tag lines and guided to the pile for placement. The pile cage is full of holes and as such the wind tends to pass through it rather than making the cage uncontrollable. The crane supervisor and the crane driver will constantly monitor the situation and abort works should they deem it to be beyond acceptable limits or exceed the crane manufacturers operational limits.</p> <p>Although the safe workable wind speed varies from crane to crane, as a guide ONLY, the maximum wind speed at which lifting operations can take place is 10 meters per second (22 mph)</p>	5	1	5	Operator / Banksman	Appointed Person / Supervisor
A8	Uncontrolled fall of load.	Banks man / Slinger/ Operator	5	2	10	Exclusion zone must be in place and adhered to	5	1	5	Banks man	Appointed Person
A9	Fall of load caused by damage to strop being used on loads of small diameter.	Banks man / Slinger/ Operator	5	3	15	Soft eyed strops are not to be used except for lifting drive tubes or for lifting CFA augers	5	1	5	Banks man	Appointed Person

A10	Movement of load on ground while slings being attached or removed.	Banks man / Slinger/ Operator	3	3	9	Loads to be placed on suitable timbers to allow access or strops underneath and chocks.	3	1	3	Banks man	Appointed Person
A11	Fall of load caused by incorrect slinging.	Banks man / Slinger/ Operator	5	3	15	Loads to be attached to the crane by a trained and component slinger. All lifting equipment used must be inspected prior to use and within it six monthly periodic inspection.	5	1	5	Banks man	Appointed Person
B Working alongside railways.											
B1	Interference with adjacent railways.	All site workers	5	3	15	The site manager shall ensure that approval for the method of working has been obtained from the railway authority, prior to arranging any crane work. The site foreman shall ensure that the approval has been received prior to carrying out any work, which is in accordance with the agreed procedure.	5	1	5	Appointed Person	Project Manager / Construction Manager
C Lifting near to or over adjacent buildings.											
C1	Load falling onto building.	Building occupiers	5	2	10	Loads are not to be lifted over buildings unless this is unavoidable. In this case, consent of the building controller to be obtained. Building to be unoccupied during the lift. Site specific Hazard Assessment must be completed prior to any works commencing.	5	1	5	Appointed Person	Project Manager / Construction Manager

Operation / Task:		Site establishment		Assessment Ref / Rev:		CF HA07						Pre- pared		by:		Joe Mar- tin		Created Date:		Nov 21	
Location:		Various		Department:		CField H&S						Revision		A		Date:5 November 2021					
H&S Consequence, C		Env. Consequence, C				Likelihood, L										Acceptance Criteria					
1 Minor Injury		1 Minor Impact / operational de- lay				1 Improbable				1		2		3		4		5			
2 First Aid injury		2 Community complaints				2 Remote		1		1		2		3		4		5			
3 Major injury		3 Major Impact				3 Possible		2		2		4		6		8		10			
4 Permanent Consequence		4 Legal Consequence		4		4 Probable		3		3		6		9		12		15			
5 Potential Fatality		5 Major impact and cost				5 Almost Certain		4		4		8		12		16		20			
								5		5		10		15		20		25			

[illegible]

Operation / Task:	Welding cutting & associated hot work on site	Assessment	Ref / Rev:	CF_HA02								Prepared	by:	Joe Martin	Rev 2 Date:	Nov 21	
Location:	Construction Sites	Department:		CField H&S								Issue	Date:		Rev 1 Date:	Oct 21	
H&S Consequence, C		Env. Consequence, C			Likelihood, L									Acceptance Criteria			
1 Minor Injury		1 Minor Impact / operational delay			1 Improbable			1	2	3	4	5					
2 First Aid injury		2 Community complaints			2 Remote	1		1	2	3	4	5	R Red - Intolerable take immediate action				
3 Major injury		3 Major Impact			3 Possible	2		2	4	6	8	10	Y Yellow - Tolerable with additional controls				
4 Permanent Consequence		4 Legal Consequence			4 Probable	3		3	6	9	12	15	G Green - Tolerable no further action required				
5 Potential Fatality		5 Major impact and cost			5 Almost Certain	4		4	8	12	16	20					
						5		5	10	15	20	25					
			Degree of risk										Residual risk		Person responsible	Monitoring responsibility	
Task	Hazard	Persons at risk	C	L	RR	Control measures							C	L			RR
	General Note.					Note: This assessment covers cutting and welding work using electric arc welding and oxygen / flammable gas equipment on various construction sites. Welding activities are only to be undertaken by trained, competent and authorised personnel. A hot works permit must be issued by the main contractor or a Keller foreman/supervisor before any welding is carried out.											
A	Use of welding equipment.																
A1	Fire and explosion from the ignition of gas cylinders	Welder / Site staff	5	3	15	Gas cylinders and hoses to be checked for leaks, etc. Arc welding equipment to be examined by electrician regularly. Cylinders to be kept upright and secured. Valves to be closed when not in use. Cylinders to be fitted with appropriate regulator and gauge. Flash-back arrestors to be fitted on all lines. Cylinders must be stored in a cool dry place away from any direct heat source.							5	1	5	Welders	Mobile plant manager, site foreman
A2	Fire from other flammable materials	Welder / Site staff	5	3	15	Hot work permit must be in place prior to carrying out any hot work operations. Flammable materials must be removed from working area. Fire extinguisher must be always available and close by. Welder to check condition of welding equipment before use and to ensure that equipment is safe after use. Cutting and welding of drums or tanks that have contained flammable materials is prohibited without following the appropriate procedure. This must include producing a separate HA in conjunction with the Workshop Manager.							5	1	5	Welders	Mobile plant manager,

																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					</
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	----

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 1 of 31

Environmental, Occupational Health & Safety System Manual

Rev.	Author	Reviewed By	Approved By	Issue Date	Status
01	Emer Coleman	Michael O'Brien	Barry Crowley	28/03/2018	Initial Release
01	Emer Coleman	Michael O'Brien	Barry Crowley	30/03/2019	Annual Review

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 2 of 31

Record of Amendments

Revision No.	Page / Reference	Description of Amendments	Issued By:	Issue Date:

Table of Contents

Section 1	Introduction	5
Section 2	EOHS Management Principles	6
Section 3	Process Approach	7
Section 4	About Our Organisation	
	4.1 Organisational Context	8
	4.2 Needs & Expectations of Workers & Other Interested Parties	9
	4.3 EOHS Management System Scope	10
	4.4 EOHS Management System	10
	4.5 Process Interaction	11
Section 5	Leadership & Worker Participation	
	5.1 Leadership & Commitment	13
	5.2 EOHS Policy	14
	5.3 Roles, Responsibilities & Authority	15
	5.4 Consultation & Participation of Workers	16
Section 6	Planning	
	6.1 Risks & Opportunities	18
	6.2 Objectives & Plans	19
Section 7	Support	
	7.1 Resources	21
	7.2 Training & Competency	22
	7.3 Awareness	23
	7.4 Communication	23
	7.4.1 Internal Communication	
	7.4.2 External Communication	
	7.5 Documented Information	25

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 4 of 31

Section 8

Operation

8.1	Operational Planning & Control	26
8.2	Emergency Preparedness & Response	27

Section 9

Performance Evaluation

9.1	Monitoring, Measurement, Analysis & Evaluation	28
9.2	Internal Audit	29
9.3	Management Review	30

Section 10

Improvement

10.1	Incident, Non-Conformity & Corrective Action	31
10.2	Continual Improvement	31

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 5 of 31

Section 1 Introduction

The success of CField Construction (CField) requires that the company be managed in a systematic manner to maintain and improve the value of its services.

CField is applying an Environmental and Occupational Health & Safety (EOHS) Management System that is designed to maintain and continually improve the effectiveness and efficiency of the organisation's performance. The management system's meet the requirements of ISO 14001:2015 and ISO 45001:2018 and is documented throughout this EOHS Management System Manual.

This EOHS manual identifies the processes needed for the management system and their application throughout the organisation; it also shows the sequence and interaction of these processes. The manual also determines the criteria and methods needed to make both the operation and the control of these processes effective. The manual also includes policies and procedures that are designed to lead to the availability of resources and information necessary to support the operation and monitoring of these processes. To allow us to achieve continual improvement, this manual determines the requirements for the monitoring, measuring and analysis of these processes, and for the implementation of necessary corrective or preventive actions.

The management and staff of CField continually endeavour to improve the quality of the services we providing to our Clients, the Health and Safety of all interested parties affected by our activities and the impact the company has on the environment.

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 6 of 31

Section 2 EOHS Management Principles

CField has adopted and realises the benefits of EOHS Management Principles into our daily activities. The intent of the EOHS Management Principles is to provide a foundation to continually improve upon the company's performance. Subsequent sections of the manual will provide our commitments of the following elements:

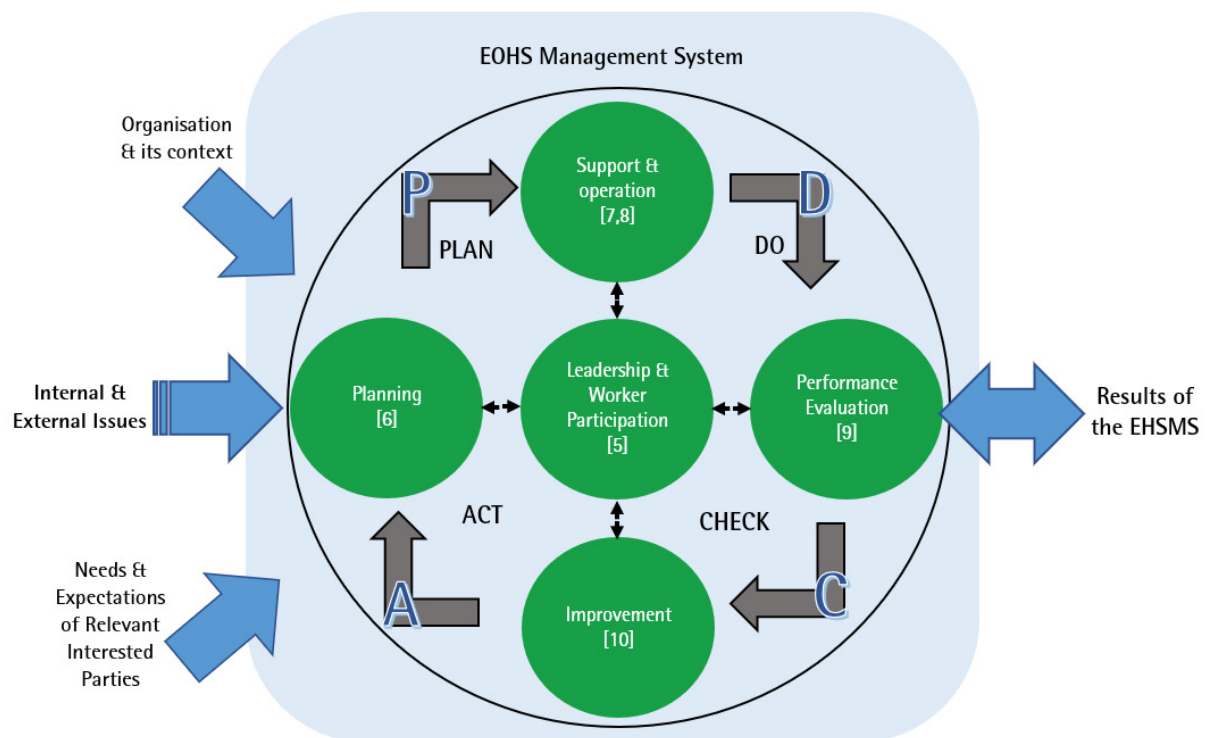
- Leadership
- Communications and the Engagement of our People
- Process Approach
- Monitoring & Measurement
- Improvement
- Risk & Opportunity

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 7 of 31

Section 3 Process Approach

CField has adopted the "Process Approach" into our daily operations including the Plan Do Check Act (PDCA) Cycle. We have considered the utilisation of Risk-Based Thinking Philosophy when developing, implementing, and improving the effectiveness of our EOHS Management System. This approach will enable CField to enhance the overall performance of the company by effectively controlling the interrelationships and the interdependencies among the EOHS processes.

PDCA Cycle Diagram



EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 8 of 31

Section 4 About Our Organisation

4.1 Organisational Context

Established in 2011, CField Construction is a family owned construction and civil engineering contracting company that provides services to its valued clients both public and private in the UK and Ireland.

CField aim to carry out our business with the utmost professionalism, honesty and integrity. We strive to deliver consistently excellent client experiences with the objective of making CField the first choice for future opportunities.

We are committed to understanding how relevant EOHS factors arising from legal, political, economic, social and technological issues influence our organisational context.

CField monitors and reviews this information to ensure that a continual understanding of the above requirements is managed and maintained. We regularly consider issues that influence our organisation during management review meetings and are conveyed via minutes and business planning documents.

The following documented information is available for review:

- Objectives & Plans Register (Q-T-08)
- Business Risk Register (Q-T-09)

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 9 of 31

4.2 Needs & Expectations of Workers & Other Interested Parties

CField has identified relevant interested parties, in addition to workers that are impacted by the EOHS system, their needs and expectations and requirements.

The following documented information is available for review:

- Interested Parties Register (Q-T-10)

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 10 of 31

4.3 EOHS Management System Scope

The scope of works and services provided by CField are:

The construction of building and civil engineering works including design and build and project management contracts."

There are no exclusions for CField to the ISO 14001:2015 & ISO 45001:2018 standards.

4.4 EOHS Management System

CField has established, documented, implemented and will maintain its Environmental and Health & Safety management system and will strive to continually improve the systems effectiveness in accordance with ISO 14001:2015 and ISO 45001:2018. These systems are concerned with ensuring:

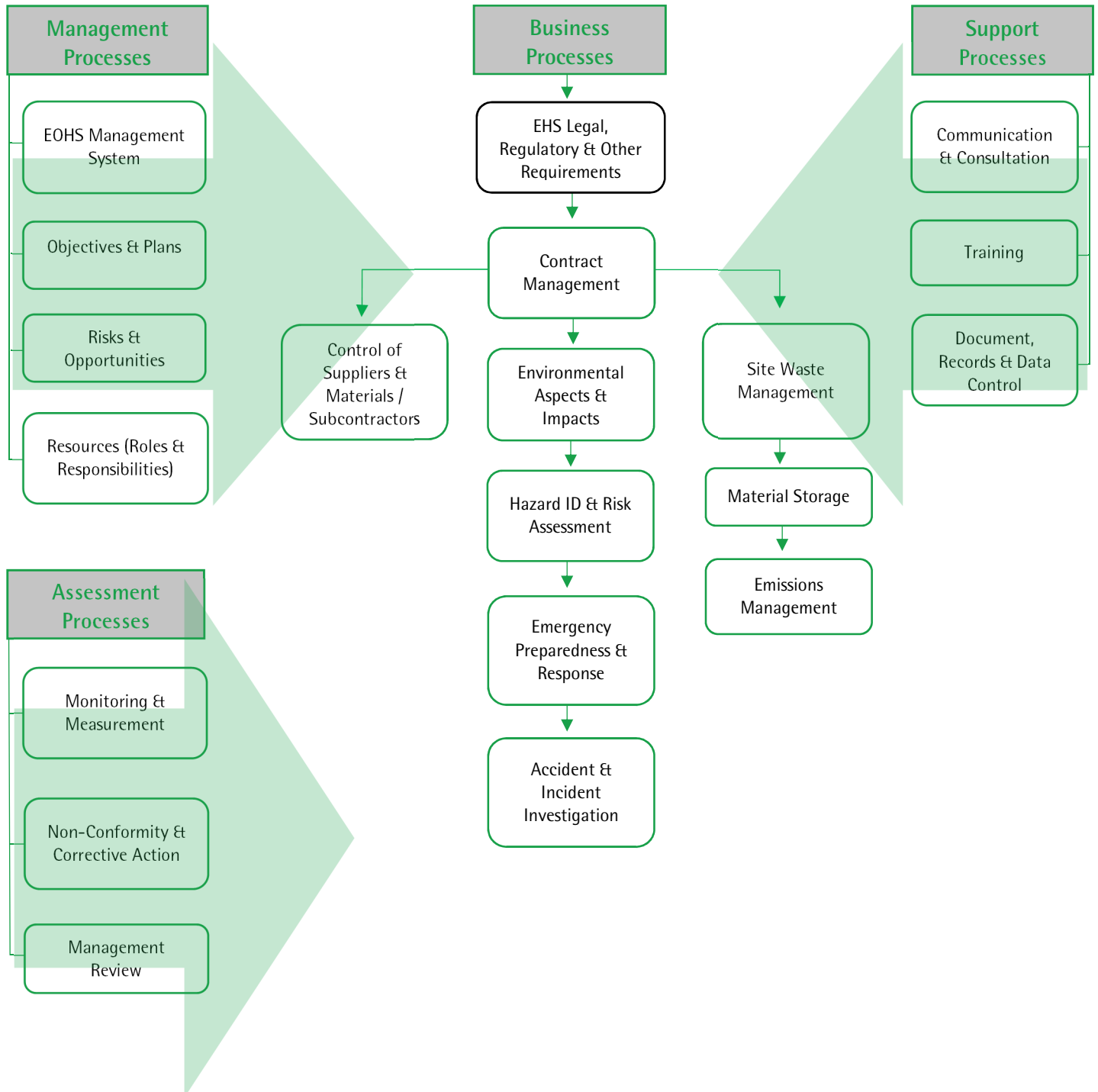
- That needs and expectations of interested parties are fully and consistently met
- That occupational health and safety risks and opportunities are supported to provide a safe and healthy workplace
- That the occupational health and safety of the workforce and public are safeguarded
- That the environment is protected from adverse effects of the companies' activities

The management system will ensure:

- Leadership, commitment and participation from all levels and functions of the organization.
- Communication with all interested parties
- Consultation and participation of all workers,
- Resources are allocated to maintain the system
- Policies are developed, and all workers are operating to the policies and the related procedures
- Effective hazard identification and risk controls are in place
- Continual improvement through performance evaluation and monitoring of the system
- Objectives and plans are developed and monitored
- Compliance with legal and other regulatory requirements.

The skills and capabilities associated with this system approach to management have enabled the company to develop and consistently improve using the combined standards of ISO 14001 and ISO 45001 – Environmental and Occupational Health & Safety Management System outlined in this document.

4.5 Interaction of Processes



EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 12 of 31

CField has established, documented, implemented and will maintain its Environmental and Health & Safety management system and will strive to continually improve the systems effectiveness in accordance with ISO 14001:2015 and ISO 45001:2018. These systems are concerned with ensuring:

- That needs and expectations of interested parties are fully and consistently met
- That occupational health and safety risks and opportunities are supported to provide a safe and health workplace
- That the occupational health and safety of the workforce and public are safeguarded
- That the environment is protected from adverse effects of the companies' activities

Section 5 Leadership & Worker Participation

5.1 Leadership & Commitment

CField senior management are responsible for implementing the EOHS system, which includes the development and implementation of the Environmental Policy, Occupational Health & Safety Policy and the objectives & plans. They are committed to ensuring that all staff within the company are aware of the need to adhere to relevant Health & Safety Legislation, Employee Legislation, Environmental Legislation, other Legal & Regulatory requirements and Insurance requirements, and comply with any specific building regulations or construction and civil works standards.

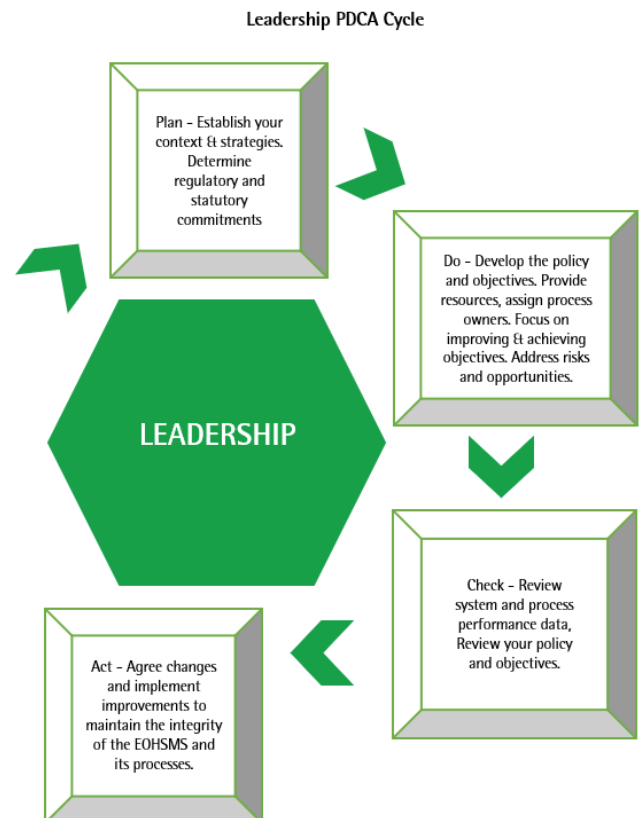
Senior management provide leadership to all activities related to the management system processes.

Regular management reviews ensure that our system is adequate and effective, and that any necessary adjustments are made as a result.

Senior management ensures that all policies are understood, implemented and maintained throughout all levels of the organisation, through distribution of our policy statements and periodic management review of the policy statements and improvement objectives.

Management of CField is committed to:

- Providing a safe and healthy workplace
- Taking overall responsibility for the prevention of work-related injury and ill health
- Communicating to the organisation the importance of the EOHS system and statutory, regulatory and other requirements while supporting persons to contribute to the effectiveness of the system
- Establishing the company EOHS policies and objectives ensuring they are consistent with the strategic direction of the company
- Ensuring that resources are available to implement, maintain and improve the EOHS management system and ensuring the consultation and participation of workers
- Ensuring and promoting continual improvement; conducting management reviews and ensuring that the intended outcomes are achieved
- Protecting workers from reprisals when reporting incidents, hazards, risks and opportunities



EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 14 of 31

To this end, senior management has implemented the following actions

- Established policies and objectives
- Communicated organisational direction and values regarding Environmental and Occupational Health & Safety issues
- Created an environment that encourages the involvement and development of people by providing the required resources, training and authority to act with accountability

Senior management instil an awareness culture from the outset of every project across the entire team, to ensure Environmental and Occupational Health & Safety control is in place.

5.2 Environmental, Occupational Health & Safety Policies

The EOHS policies provides the direction and framework for establishing key performance measures, as well as related objectives and targets. CField has established its Environmental and Occupational Health & Safety policies and senior management ensures that our policies are reviewed and documented, and that the policies are available to all interested parties.

The EHS Management Representative has overall responsibility for documenting, implementing and reviewing our policies in consultation with management. The policy is reviewed at least annually, as part of the management review programme or if changes are required due to:

- changing needs and expectations of relevant interested parties,
- risks and opportunities that are presented through the risk management process

The Occupational Health & Safety Policy and Environmental Policy are communicated to employees at all levels throughout our organisation via induction, training, regular internal communications and reinforcement during annual employee performance reviews. Employee understanding of our policies and objectives is determined during internal audits.

See Occupational Health & Safety Policy – POL.02 & Environmental Policy – POL.03.

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 15 of 31

5.3 Roles, Responsibilities & Authority

Management has defined, documented and communicated roles, responsibilities and authorities within the company through the use of an Organisation Chart (Q-T-11) and Roles & Responsibilities Matrix (Q-T-12).

The Organisation chart shows the interrelation of personnel within CField, whilst job descriptions define the responsibilities and authorities of each role. Job descriptions and the organisational structure are reviewed and approved by senior management for adequacy as determined by the changing needs and expectations of the interested parties and any risk and opportunities presented through the risk management process.

Members of senior management are ultimately responsible for the quality of CField's services as they control the resources, systems and processes by which conforming work is accomplished. Senior management are responsible for business planning, development and the communication of policies, EOHS management system planning, the establishment and implementation of objectives, the provision of resources needed to implement and improve the EOHS management system and for undertaking management reviews.

Senior management will:

- Incorporate Environmental and Occupational Health & Safety activities as an integral part of their normal management objectives and departmental review meetings.
- Allocate the necessary resources to ensure that the Environmental and Occupational Health & Safety Management Programmes are progressing satisfactorily.
- Make recommendations on the need for new or revised Environmental and Occupational Health & Safety Procedures and/or Work Instructions.
- Ensure, in conjunction with the Directors, that all sites have environmentally sound working conditions that are free of recognised hazards by providing:
 - ❖ information, instruction, training and supervision to ensure environmental and health & safety awareness and activities;
 - ❖ assurance that plant equipment is regularly maintained;
 - ❖ secure methods for handling, storing and transporting equipment and materials.
- Give personal leadership and stimulate the interest and involvement of supervisors in health & safety and environmental programmes and generate awareness that responsibility for the environment is an important and integral part of their jobs.
- Ensure environmental, health and safety issues are considered when introducing new processes, equipment, methods or materials.
- Ensure that all Supervisors responsible to them, are aware of, and at all times comply with, their environmental, health and safety responsibilities

Senior management has assigned the responsibility and authority to the management teams and departments to:

1. Ensure that processes are delivering their intended outcomes
2. Report on the operation of the management system
3. Ensure that improvement is taking place
4. Ensure that hazards and risks are identified
5. Ensure environmental aspects and impacts are defined
6. Ensure that responsibilities and authorities relating to the EOHS are communicated and understood

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 16 of 31

All managers demonstrate their commitment to the development and improvement of the EOHS management system through the provision of necessary resources, through their involvement in the internal audit process and through their proactive involvement in continual improvement activities.

All managers are responsible for execution of the business plan and the implementation of the policies, processes and systems described in this manual.

All managers are responsible for planning and controlling the EOHS management system processes within their area of responsibility, including the establishment and achievement of planned objectives and the provision of resources needed to implement and improve these processes.

All employees are responsible for the safe execution of their work and implementation of the policies and procedures applicable to processes they perform.

CField have appointed a member of staff as EHS management representative (Michael O'Brien [IRL] and Barry Crowley [UK]) who are responsible for the management and maintenance of the Environmental and Health & Safety Management System in their respective jurisdictions.

The EOHS representative is responsible for:

- The management and maintenance of the EOHS Management System.
- Reporting to management on the performance of the system and any need for improvement
- Receives regular communications from Environmental and Health & Safety Management Programmes as well as managing the process of achieving goals and objectives, and reports on the progress at the monthly management meetings and management review meetings.
- Scheduling of Management Review Meetings, Management Programme meetings and Audits
- Ensuring the promotion of awareness of interested parties.
- Be the principal interface and liaison with the enforcing authorities and seek their advice together with other advisory bodies or consultants as required.

5.4 Consultation & Participation of Workers

CField encourages the active and ongoing involvement of workers and other interested parties in the development and review of EOHS practices, in particular the following areas:

- Identifying hazards/aspects and assessing risks/impacts and opportunities
- Determining actions to eliminate hazards and reduce EOHS risks
- Determining competence requirements and conducting training needs analysis
- Determining what needs to be communicated and how this will be done
- Determining control measures and their effective implementation and use
- Investigating incidents and nonconformities and determining corrective actions
- Developing and reviewing of EOHS policies and objectives
- Developing new or improved EOHS arrangements and procedures

CField will:

- Provide processes, time, training and resources necessary for consultation and participation;
- Provide, in a timely manner, access to clear, understandable and relevant information about the EOHS management system;

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 17 of 31

- Identify and remove obstacles to participation such as failure to respond to worker suggestions, language or literacy difficulties, policies that discourage worker participation, and minimise those that cannot be removed;
- Encourage consultation with non-managerial workers relating to a range of EOHS issues
- Encourage the participation of non-managerial workers in a range of EOHS activities and decisions.

Consultation with workers will ensure:

- relevant information about environmental, occupational health and safety matters is shared with workers;
- workers are able to express their views and raise EOHS issues;
- workers can contribute to the decision-making process relating to the matter and be confident their views will be taken into account
- workers will be advised about the outcome of the consultation, in a timely manner

Workers will be given sufficient time to consider and discuss EOHS information and to provide feedback. Information including EOHS policies and procedures, technical guidance, hazard reports and risk assessments, data on incidents, illnesses or injuries (protecting the confidentiality of personal information) will be communicated.

This will be achieved through regular site meetings, newsletters, toolbox talks, communication sessions, inspections and audits, safety representative etc.

Section 6 Management Planning

6.1 Risks & Opportunities

The overall aim of risk and opportunity management within CField is to ensure that organisational capabilities and resources are employed in an efficient and effective manner to take advantage of opportunities and to mitigate risks.

Senior management are responsible for incorporating risk-based thinking into our organisation's culture. This includes the development of the Business Risk Register (Q-T-09), Interested Parties Register (Q-T-10) and establishment of targets to ensure effective implementation of risk and opportunity management principles and activities by:

1. Providing sufficient resources to carry out risk and opportunity management activities
2. Assigning responsibilities and authorities for risk and opportunity management activities
3. Reviewing information and results from audits and risk and opportunity management activities.



6.1.1 Hazard Identification & Risk Assessments

CField is governed by the requirements of the relevant safety health and welfare legislation. To this end the company has a safety statement and contained within are its Health and Safety risk assessments for activities which are undertaken within the company. The company safety statement is communicated to all employees and subcontractors and is available for review by all interested parties.

CField has put in place a procedure for Hazard Identification, risk assessment and risk control. Results of these risk assessments are kept as up to date as possible. When determining the controls needed to be implemented the hierarchy of control is used in the following order:

- a) Elimination
- b) Substitution
- c) Engineering solutions
- d) Administrative solutions
- e) Personnel Protective Equipment & Clothing

The referenced procedure used for this is: EHSP.06 Hazard Identification, Risk Assessment and Control

CField has identified the environmental aspects and impacts of its activities in a Register of Environmental Aspects and Impacts (EHS-R-02). A procedure has been written to outline how the company identifies the

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 19 of 31

environmental aspects of its activities, in order to determine those which have a significant impact on the environment.

The referenced procedure used for this is: EHSP.11 – Environmental Aspects and Impacts.

6.1.2 Assessment of Opportunities

CField senior management will assess internal and external issues and the needs and expectations of any interested parties. CField then use registers to help record, assess, respond, review, report, monitor and plan for the risks and opportunities that we perceive to be relevant. The registers allow our organisation to methodically assess each risk and to study each opportunity associated within our organisational context, and the needs and expectations of our interested parties. The register records the controls and treatments of risks and opportunities and preserves this knowledge as documented information.

6.1.3 Legal Requirements

Relevant health & safety and environmental legislation have been incorporated in a Register of Legislation which is reviewed bi-annually.

Other Requirements that the company will subscribe to will be any site-specific client requirements (if applicable).

The review of the legal register is outlined in: EHSP.01 – EHS Legal, Regulatory & Other Requirements

6.1.4 Planning Action

CField have established and maintains procedures that identify environmental and health & safety aspects. In doing so the company has assessed both the tolerance criteria of identified risks and the significance criteria of identified aspects as well as the subsequent implementation of necessary control measures. This covers routine and non-routine activities of all personnel having access to the workplace and the facilities at the work place. The company has ensured that the identification and assessment processes have been considered while setting their improvement objectives. The company shall update this information on an ongoing basis. The company has also established and maintained a process to identify and have access to legal and other regulatory requirements, which are applicable to the company through an external adviser.

6.2 Objectives & Plans

CField management has developed its strategic business plan with clear operational occupational health & safety and environmental objectives for the company. When setting objectives and targets, our organisation ensures that they are consistent with the mission, vision and values of the company and with our policies.

These objectives are reviewed at regular basis at monthly, quarterly and annual management meetings and are accessible within the management review minutes where details of delivery dates and

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 20 of 31

responsibilities are defined. Progress of achievement of objectives and plans is tracked through the quarterly meetings/reports and internal audits.

Improvements in EOHS and performance are incremental and are in keeping with the size and complexity of our organisation.

Management provides for planning to ensure that proper processes, resources and commitment are in place to achieve these objectives.

In order to determine whether or not our objectives and plans are being met, they are measured and reported on. This allows progress to be monitored as metrics are gathered and data is analysed.

On the basis of the set EOHS policies and in connection with the application of the ISO 14001 & ISO 45001 management principles, CField sets objectives that are specified in the Objectives & Plans Register (Q-T-08) and can be identified through:

- Changes in relevant legislation
- Best practice
- Results obtained from internal and external audits
- The implementation and continual improvement of the management system
- Results obtained from conducting hazard identification, risk assessment and control
- Any significant environmental impacts of the company

All employees are responsible for fulfilment of the policies and subsequent objectives. Managers of all departments are obliged to develop EOHS objectives into objectives applicable to their departments and employees.

Whenever EOHS management system changes are planned, senior management will ensure that all personnel are made aware of any changes which affect their process, and that subsequent monitoring is undertaken to ensure that EOHS changes are effectively implemented.

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 21 of 31

Section 7 Support

7.1 Resources

Senior management of CField will ensure that the resources essential to the daily operations, implementation of EOHS system, the achievement of objectives and plans, the satisfaction of interested parties, our occupational health and safety obligations, the company's environmental impact and the effectiveness of the EOHS system are identified and made available.

The resource requirements for the implementation, management, control and continual improvement of the EOHS management system, and activities necessary to enhance client satisfaction may include:

- People
- Equipment and Instruments
- Buildings
- Utilities
- Materials and Supplies
- Software
- Infrastructure
- Work Environment
- Information
- Suppliers and Partners
- Financial Resources

Senior management will review resources at monthly management meetings with all relevant managers to ensure that the required manpower, resources and equipment are available to meet the site and administration requirements.

Additional and ongoing training is provided, and the company undertakes evaluation of training given as a means of further development its staff.

Senior management ensures that the infrastructure needed to meet all requirements is determined as part of the business and consequently provided. Infrastructure includes:

- Buildings, workspace and utilities
- Tools and process equipment (both hardware and software)
- Information and communication technology
- Supporting services (such as transport or communication etc)

The company also identifies and provides for the management of the human and physical factors of the work environment to achieve conformity. The human and physical aspects of the work environment are provided that are needed for:

- safe and healthy working conditions and practices
- proper environmental control
- safety of all interested parties

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 22 of 31

- working conditions conducive to EOHS are reviewed and addressed

7.2 Training & Competency

Management throughout CField strive to ensure that all personnel employed by the company are competent on initial induction and/or are brought to the level of competency required.

Management throughout CField will ensure that all personnel are competent on the basis of their appropriate education, training, skills and experience.

Additional and ongoing training is provided as a means of further developing and upskilling its staff and the company undertakes evaluation of training given. This is provided for in the Training Procedure (SOP.07)

To ensure competence of our personnel, roles and responsibilities have been prepared identifying the qualifications, experience and responsibilities that are required for key positions. Appropriate qualifications and experience, along with the provision of any required training, provide evidence of the competence required for each position.

Qualifications are reviewed upon hire, when an employee changes positions or the requirements for a position change. The HR/Training manager maintains records of employee qualifications. If any differences between the employee's qualifications and the requirements for the job are found, training or other action is taken. The results of training are then evaluated to determine if it was effective.

CField senior management ensures that our operations comply with relevant environmental and occupation health and safety regulations. Senior management is committed to operating a clean and tidy work environment for safe working conditions including:

- A place of work that non-discriminatory and emotionally protective
- A place of work that is safe, including all equipment, Personal Protective Equipment (P.P.E.) and methods of work
- Training, instruction, information and supervision for employees
- A means of safe handling, storage, use and transportation of equipment, materials and chemicals
- Safe working environment with good lighting, ventilation, safe passageways, stairs and corridors, accommodation
- A safe place of work where work practices are carried out in an EOHS compliant and environmentally responsible manner

All site employees undergo site induction before commencing work on site.

Project Manager/Site Foreman/Managers in conjunction with the Health & Safety Officers, are responsible for managing the work environment on site and addressing all the requirements and conditions needed to achieve conformity to current Environmental, Health & Safety Legislation.

P.P.E. is supplied to all employees working on site. Visitors to site are also supplied with P.P.E. if required.

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 23 of 31

CField's Health and Safety Statement is circulated to all staff. Revisions and updates to the Safety Statement are circulated using the recognised normal communication channels within CField.

7.3 Awareness

All employees are made aware of the relevance and importance of their activities and individual roles and how they contribute to the achievement of our EOHS policies and objectives. The company operates a formal system to ensure that all employees within the organisation are adequately trained to enable them to perform their assigned duties.

Staff training records are maintained to demonstrate competency and experience. The HR/Training Manager maintains and reviews the training record to ensure completeness and to identify possible future training needs. Training records are maintained and include, as a minimum, copies of certificates for any training undertaken (both internal and external) to date and curriculum vitae.

7.4 Communication

Management throughout CField supports the effectiveness of the EOHS Management System by establishing communication channels [e.g. staff meetings, memo's, tool box talks, site induction, notice boards and an open-door policy] and by ensuring that communication takes place with the company regarding the following:

- Internal and External Interested Parties
- Statutory, Regulatory and Other Requirements
- Health and Safety Risk Assessments and Control Measures
- Environmental Impacts and Aspects and associated Operational Control Procedures and Measures
- Audit Findings
- Environmental and Occupational Health & Safety Policy
- Company Objectives & Plans
- The Effectiveness of the Environmental and Occupational Health & Safety Management System
- Changes in the Company Structure

7.4.1 Internal Communication

Senior management and their direct reports are responsible for communicating policies as well as the importance of meeting statutory and regulatory requirements to relevant interested parties within their respective departments. They ensure the policies are understood and applied to the daily workings of the organisation through the establishment of measurable goals and objectives.

Senior management support the effectiveness of the EOHS Management System by establishing communication channels [and by ensuring that communication takes place regarding the following:

- Day-to-day operations and general awareness
- Interested Party Requirements
- Statutory, Regulatory and Other Requirements
- Environmental & Occupational Health & Safety Policies
- Risk Assessments, Opportunities and Control Measures
- Environmental Impacts & Aspects

- Information on Achieving Objectives and Plans
- The Effectiveness of the EOHS Management System
- Inspections / Audit Findings
- Changes in the Company Structure

All managers are responsible for establishing regular formal and informal communications as needed to convey to their employees the relevance and importance of their activities.

Internal communications occur on an ongoing basis and is achieved through various methods as appropriate:

- Regular Meetings and Briefings;
- Training Sessions
- Tool Box Talks
- Notice Boards
- Website, Internal E-mails
- Open-Door Policy
- Plans, Objectives, Management System Manual and Procedures
- Corrective Action and Non-Conformity Reports
- Minutes of Meetings

7.4.2 External Communication

CField has determined the need to communicate information externally to our interested parties, as regarding the effectiveness of our EOHS system. The various processes or means of external communication may include as appropriate:

Interested Parties	Needs & Expectations	Modes of Communication
Clients	Project Progress, Work carried out in a safe, sustainable manner, Respect for neighbours and the environment	Progress Reports, Newsletters, Regular Meetings
Shareholders	Sustainable business Work carried out in a safe manner that minimises H&S risks and potential damage to environment Excellent Health & Safety statistics to achieve a standard that doesn't prevent from securing work in certain sectors (pharma) Efficiency increased by reduction of LTI incidents & minimising revenue lost through LTI's/Enforcement notices	Annual Reports, Newsletters, Regular Meetings

Subcontractors / Suppliers	Safe and healthy working conditions	Website Publications, Questionnaires, Regular Meetings
Regulatory & Statutory	Compliance with EHS legislation and regulations Compliance with planning conditions, waste management, legal and regulatory requirements, preservation practices, H&S directives	Compliance Submissions, Audit Results

CField ensures that all external communications are authorised prior to release. Where required, advice appropriate to the context of the communication may be sought concerning the content and dissemination of certain external communications.

7.5 Documented Information

The Company EOHS Management System consists of:

- Company Policies
- Manual
- Standard Operating Procedures
- Processes, their sequence and interaction
- Register of Environmental Aspects and Impacts
- Register of EHS Legislation
- Safety Statement
- Environmental and Health & Safety Records

The Quality Manager and EHS Management Representative are responsible for the administration of document control procedures, obtaining the correct authorisations, maintaining document identity and issue status, controlling distribution, updating and archiving files and ensuring performance and maintenance of this procedure.

All EOHS management system documents are controlled according to the Document Control Procedure SOP.01 Documents, Records, Data Control.

Records are maintained to provide evidence of conformity to requirements and of the effective operation of the management system.

This procedure requires that records remain legible, readily identifiable and retrievable. The procedure defines the controls needed for identification, storage, protection, retrieval, retention time and disposal of environmental and health and safety records.

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 26 of 31

Section 8 Operation

8.1 Operational Planning & Control

CField have identified and established the processes required to achieve conformity of products and services. The process interaction flowchart (Section 4.5) outlines the workflow in this manual.

CField implements documented plans, procedures and controls required for the provision of services, in order to manage:

- Its objectives
- The potential for planned or unintended change
- Elimination of hazards and reduce risk
- Training
- Use and care of tools and equipment

A contract familiarisation meeting (Pre-start meeting) takes place at the start of each new contract where management or other responsible personnel identify the following parameters:

- Objectives and requirements for the service
- Verification, validation, monitoring, inspection and test requirements
- Documented information to demonstrate conformity
- Document information to demonstrate process effectiveness
- Criteria for process performance and product/service acceptance
- Risk Assessments - Eliminate hazards and reduce risk where possible
- Legislative Requirements
- Procurement Schedule
- Potential consequences and mitigation to change affecting input requirements
- Resources necessary to support ongoing operations

The company complies with current relevant Building Regulations and Environmental and Health & Safety Legal Regulatory and other Requirements.

CField ensures that all purchased product conforms to required specifications. Suppliers are assessed to ensure they are able to provide goods and services to the standard required meet EOHS standards. The EOHS performance of suppliers is continually monitored and reviewed annually. An approved supplier's list details suppliers who are considered suitable to provide product to meet customers' and company specifications.

CField ensures that all subcontractors conform to required specifications and other interested parties who are affected by activities are conforming to procedures. Subcontractors are assessed to ensure they have the ability to carry out the works to the standard required by the company and also to ensure that they have the ability to carry out their work in a safe and environmentally responsible manner, in accordance with current environmental, health and safety legislation and codes of practice. The performance of subcontractors with respect to EOHS performance is continually monitored and subsequently reviewed upon the completion of the works. Additional weighting is given to the EHS

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 27 of 31

performance. An approved subcontractor list is also maintained upon which high EOHS performance is necessary.

The referenced procedures used for this are: Procurement of Materials (SOP.04), procedure for Control of Suppliers & Material (EHSP.03), Quantity Surveying (SOP.08) and Control of Subcontractors (EHSP.04).

8.2 Emergency Preparedness & Response

CField have established and implemented a procedure for responding to potential emergency situations. The needs and expectations of interested parties have been accounted for in the procedure and it is communicated to all at induction and also followed up with toolbox talks and emergency drills. The necessary course of action to be taken in the event of an emergency is outlined in the relevant procedure: EHSP.08 – Emergency Preparedness and Response.

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 28 of 31

Section 9 Performance Evaluation

9.1 Monitoring, Measurement, Analysis & Evaluation

CField continually seeks to improve the effectiveness and efficiency of the processes of the company, rather than wait for a problem to reveal opportunities for improvement. The EOHS management system, including management reviews, corrective actions, and the analysis of audit results, customer satisfaction and other metrics are used to achieve continual improvement.

The frequency and methods by which our processes are monitored, measured and evaluated is determined and informed by:

- Statutory and regulatory requirements
- Process and EOHS requirements
- Process performance and inspection/audit results
- Level of risk and types of control measure
- Customer feedback and specification requirements

All activities are monitored and measured on a regular basis by a competent management structure as follows:

- Process Auditing
- Site Inspection and Auditing
- Project Review Meetings and Progress Reports
- Test Methods and Equipment to Ensure Achievement of Planned Results
- Regular Checking of Processes against Plans and Specifications

Monitoring and measurement of the management system processes, through internal audits/assessments, corrective actions reports, client review forms, customer complaints will be used to evaluate the ability of these processes to achieve planned results. The findings of which are reported at the management review meeting.

CField monitors and reviews its planned objectives on a regular basis at regional management meetings and management review meetings. They are also monitored through the internal systems auditing procedure and external audits.

Where company processes & activities are subject to legislation, operational procedures including checks are recorded to ensure compliance. Then these environmental/health and safety records are monitored through the internal auditing procedure. All EHS legislation that is applicable to the activities of the company is documented in a Register of Legislation. The EHS external consultant will review the Register of EHS Legislation bi-annually and submit an updated register along with a summary of changes.

CField uses the measurement of Client satisfaction as a vital tool. The company realises that it is not sufficient to measure how it meets Client requirements but that it is of crucial importance how the Client perceives our performance.

All staff are conscious of noting and recording Client views and comments regarding the performance of the company. This feedback is in turn passed to management as part of the reporting process. In addition, the Managing Director/Senior Management keep up to date on the perception of our key

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 29 of 31

clients on how well or not so well, CField meets their needs. All complaints are recorded according to EHSP.05 Communication & Consultation.

At a minimum, data is analysed to assess achievement of the high-level objectives and allow for continual improvements.

Prior to project commencement, the Site Manager, in discussion with the Construction Director or Contracts/Project Manager, will assess the level of inspections and testing required and levels of Health & Safety and Environmental impacts.

There is a full inspection schedule, which is agreed prior to commencement of contract, and snag/project handover process in place to ensure that services are in line with the specification before handing over.

Full control of all measuring equipment (e.g. Cable Avoidance Tools [CAT]) is maintained through calibration by an external body and by regular internal checks. All measuring and monitoring devices are identified with a unique identification number, and calibration records are maintained.

The operator shall ensure the device in use is protected from damage. Measuring and monitoring devices found to be damaged or unfit for use are returned to the Purchasing Department who shall identify the necessary corrective action to be taken.

Suitable controls are provided and employed to prevent damage and deterioration of material held in storage. Any materials held in storage are checked to ensure continued suitability for use. Constructed work is suitably protected to prevent damage prior to handover to the client.

There is a full Snag/ Project handover process in place to ensure that services are in line with the specification and are operating in a safe and efficient manner before handing over.

The relevant procedure for this process is: EHSP.07 – Monitoring & Measurement which defines the mechanism for the monitoring and measurement of the company's Occupational Health & Safety performance and significant environmental aspects associated with CField Construction operations and activities.

9.2 Internal Audit

Internal audit results are critical inputs that help to assess the effectiveness of our management system. Internal audits are conducted at planned intervals to determine whether the management system conforms to our organisation's planned arrangements and to the requirements of ISO 14001 & 45001.

CField operates a company-wide audit programme that serve the following purposes:

- Determine if company policies, procedures and systems are effectively implemented
- Identification of non-conformities
- Verification of effective correction of all identified non-conformities

Each Auditor ensures that:

1. The results of audits are reported to the auditee and the relevant Construction Director
2. That timely appropriate corrective action is undertaken where required
3. They retain documented information such as audit checklists and audit reports as evidence

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 30 of 31

Internal Audits form part of the Monitoring & Measurement Procedure (EHSP.07).

9.3 Management Review

To ensure the continuing suitability, adequacy and effectiveness of our EOHS management system in meeting our organisation's strategies, senior management conducts formal management review meetings at planned intervals to ensure continued suitability, adequacy and effectiveness of the EOHS Management System of the company.

The primary inputs that are reviewed comprise data from conformance and performance measurements that are gathered at inspections and audits. Subsequent recommendations for improvement are based on the evaluation of these. A review of audit results and our demonstrated ability to detect, correct and to prevent problems is carried out.

The primary outputs of management review meetings are management actions that are taken to make changes or improvements to our EOHS management system. During management review meetings, senior management will identify appropriate actions to be taken regarding the following issues:

1. Improvement of the effectiveness of the management system and its processes
2. Opportunities and risks
3. Resource needs

Responsibilities for required actions are assigned to members of the management review team. Any decisions made during the meeting, assigned actions and their due dates are recorded in the management review minutes. This forms part of the Management Review Procedure (SOP.06).

EHSM.01	Rev. 01
Issue Date: 30/03/2019	Page 31 of 31

Section 10 Improvement

10.1 Incident, Non-Conformity & Corrective Action

EHSP.09 – Accident & Incident Investigation defines the process in which the company documents and investigates as far as is reasonably practicable all accidents, incidents and near misses. Follow up toolbox talks, audits, and where necessary, further training is utilised to prevent reoccurrence.

CField ensures through its systems of inspection and verification that detected nonconforming product, work and services are isolated and dealt with properly.

The EOHS Management Representatives are responsible for handling and investigating any non-conformities under the environmental and health & safety management systems.

Management with responsibility and authority for implementing corrective action are notified promptly of service or process non-conformities. Investigating and eliminating the root cause of these failures is a critical part of our continual improvement process.

CField takes action to eliminate the cause of non-conformities in order to prevent their recurrence. Corrective actions taken are appropriate to the effects of the non-conformities encountered.

Follow-up audits are conducted in accordance with the internal audit process to ensure that effective corrective action is taken.

The resulting corrective actions are reviewed for effectiveness and are reported to senior management in order to determine if changes to the EOHS system are required, or whether any new risks or opportunities need to be considered during planning.

The corrective actions are considered effective if the specific problem was corrected and data indicates that the same or similar problems have not recurred.

The methods applied for capturing this process is detailed in the Non-Conformity & Corrective Action Procedure (SOP.05).

10.2 Continual Improvement

CField adopts its Environmental and Health & Safety policies and stated objectives as part of its ongoing drive to achieve improvement in the company's EOHS system through the use of its policies, setting measurable objectives, internal and external audits, in-house training, corrective/preventive action and the management review meetings.

The overall effectiveness of continual improvement program, including corrective actions taken, as well as the overall progress towards achieving improvement objectives, are assessed through our management review process.