

Portsmouth Demolition and Salvage Ltd Risk Assessment and Method Statement

Prepared for:



Park Farm, Lower Bognor Road, Lagness, Chichester, PO20 1LS

Ref: PDS.658.08.2017

Complied by: Michael Brennan
Checked by: Graham Green

Date: 15/12/2017 Revision 01

The Plan has been prepared in pursuant of the Construction (Design and Management) Regulations 2015.

Date:	Revision:	Purpose:
Feb-14	1	First Issue
Feb-15	2	Update and Revision
Feb-16	3	Update and Revision
Feb-17	4	Update and Revision
Feb-18		



1: Health & Safety Plan



2: Method Statement



3: Risk Assessment



4: CoSHH Assessment



5: Health & Safety Policy



6: Certification



7: Site Forms

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One: Health & Safety Plan

(Prepared by Portsmouth Demolition and Salvage Ltd as Sub Contractor
Under Construction (Design & Management) Regulations 2015)

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Client Landlink Estates Ltd
Contact: Emma Randall Estates Manager
Phone: 01243 576333
Mobile: 07738 040220

Notice of Demolition (Section 80) NA Agricultural Buildings

Start Date: 04/01/2018 **Programme:** Three Weeks

Nature of Works.

1. To remove all non-notifiable cement asbestos roof and wall cladding sheets, all to current HSE regulations and dispose of at a licenced facility.
 2. To carry out demolition of the two barns, all down to the top of the existing ground floor slab, leaving sufficient steel work in place to support the existing electric supply that is to be subsequently boxed by your company.
 3. Walk around the neighbouring building and bag up any broken cement asbestos from the ground.
 4. Clear all materials arising from the demolition works from site and dispose of at a licenced recycling facility.
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Portsmouth Demolition and Salvage Ltd Site Management Team

Danny Green	Site Supervisor	Mobile	07920 528636
Graham Green	Contracts Manager	Mobile	07766717240
Lee Shirley	Safety Consultant (NEBOSH National Construction)	Mobile	07877 625372

Plant Required 1 x 20 ton excavator and attachments

Training:

Supervisor: x1

CCDO Top Man or CCDO Site Supervisor
SSSTS Certificate
Abrasive Wheels Certificate
Asbestos Awareness
Emergency First Aid
Manual Handling Certificate
MEWPS Certificate
Non Notifiable Asbestos Removal
PASMA Certificate
Fire Warden Training

Plant Operators : x 1

CPCS Competent Operator
NVQ Level 2

Asbestos Awareness

Site Operatives : x 2

CCDO Demolition Labourer/Operative or
CSCS Site Operative
Abrasive Wheels Certificate
Asbestos Awareness
Banksman Certificate
Manual Handling Certificate
MEWPS Certificate
Non Notifiable Asbestos Removal
PASMA Certificate
Fire Warden Training

Site Working Hours:

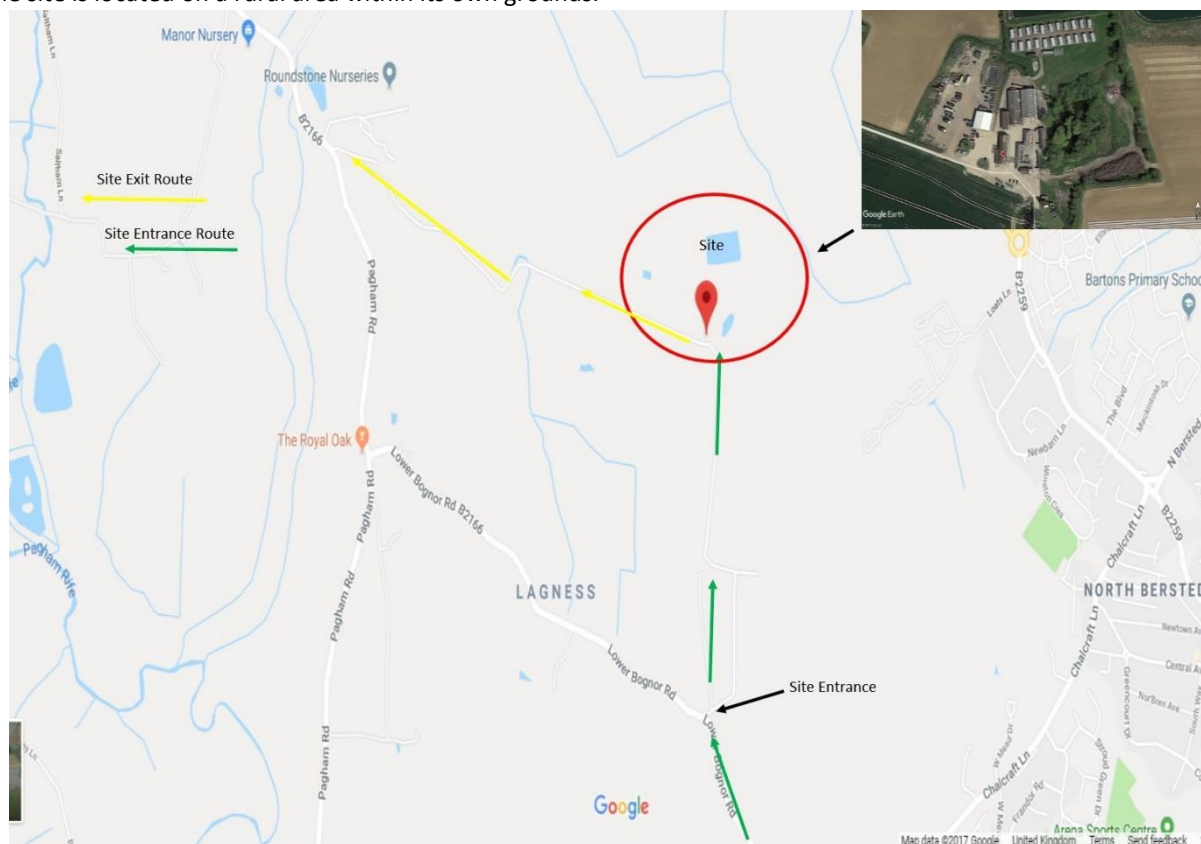
The working hours of this site will be from: Monday to Friday 0800hrs to 1700hrs
Saturday by arrangement 0800hrs to 1300hrs

Out of Hours Emergency Contact Number

Graham Green	Contracts Manager	Mobile	07766717240
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Vehicle Access and Egress/Site Plan

The site is located on a rural area within its own grounds.



Site access is via Lower Bognor Road (B2166) turning into the sites private drive way. Vehicles leaving site should follow the one-way system out of site. All deliveries will be attended by a banksman.

Site Security:

Portsmouth Demolition will supply and erect tempary security fencing around the buildings and affix site warning signs

Site access/egress gates will be closed during the working day except for access and be secured with chain and padlock out of working hours.

All Vehicle Drivers must sign in and out of site at the main gate and be directed on and off site by a banksman.

Personal Protective Equipment such as, Safety Helmet, Safety Footwear and High Visibility Vest, is to be worn as soon as drivers leave their vehicle

Welfare Facilities:

Portsmouth Demolition will supply a welfare facility for the duration of the demolition works.

Emergency Procedures within the Demolition Site:

Emergency procedures will be as instructed by site management.

In the event of an emergency on site that requires evacuation, all personnel will be instructed to meet at the appointed muster point as given by the Client during the initial site induction and as shown on the site plan

The site supervisor will ensure that all personnel are present, by calling names from the site register.

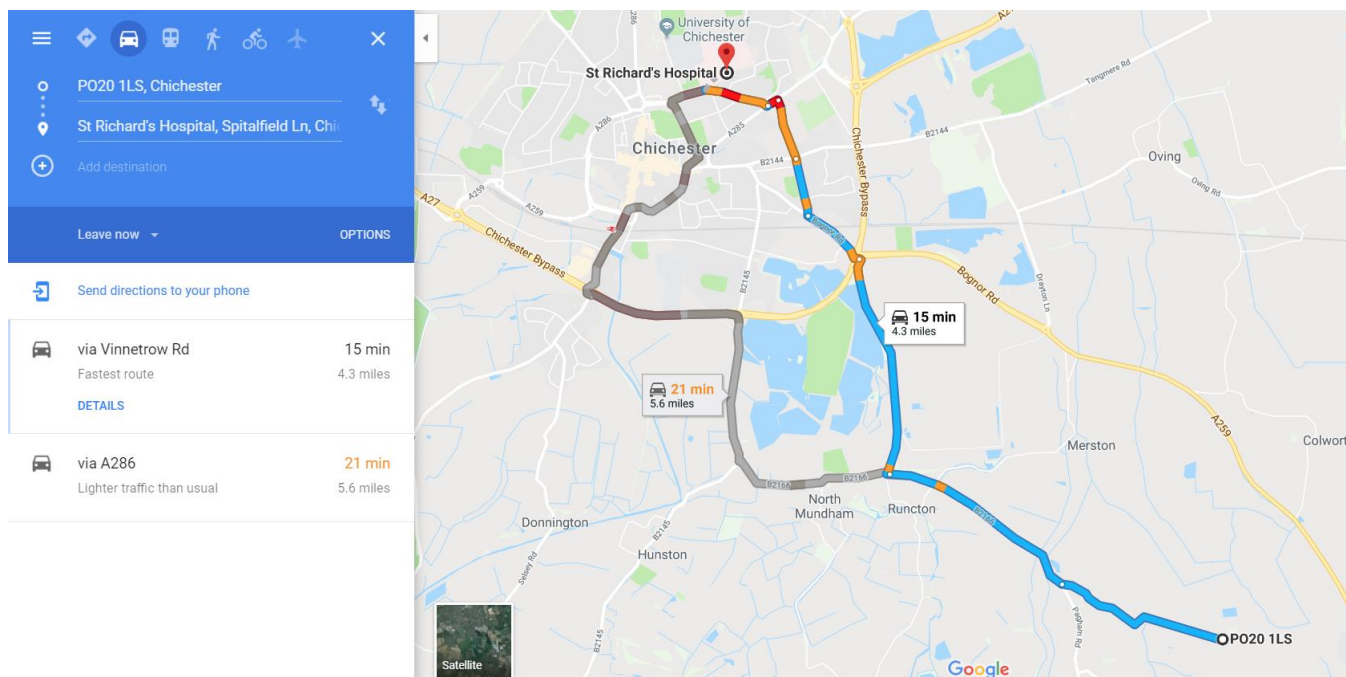
The site supervisor is also aware of the requirement to contact senior management of our company.



Closest Hospital to Site with an Accident & Emergency Unit

St Richards Hospital Spitalfield Lane , Chichester, West Sussex, PO19 6SE

Please Note: Route times may vary dependent on traffic condition



RIDDOR:

The reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013, place a legal duty on employers, self-employed and people in control of premises, to report the following:

- Major Injuries and Death.
- Over 7 day injuries, whereby an employee or self-employed person is away from work, or unable to perform their normal work duties for more than 7 consecutive days.
- Injuries to members of the public.
- Some work related diseases.
- Dangerous occurrences. Where something happens which does not necessarily result in an injury, but could have.

All accidents/injuries, dangerous occurrences and near misses are investigated by Portsmouth Demolition's management and External Safety Advisor. (Lee Shirley)

All accidents and injuries are logged in the company accident book

Organisation for Health & Safety on this Contract:

Overall responsible for Health & Safety:	Andrew Green	Director
External Health & Safety Consultant:	Lee Shirley	IIRSM Tech IOSH
Person Responsible for the Day to Day H&S on Site:	Danny Green	Portsmouth Demolition

The safe execution of all site activities will ultimately be the responsibility of the Portsmouth Demolition Site Supervisor, he will ensure that all persons visiting the site are issued with any information deemed necessary to protect theirs and others Health & Safety, whether they are employees of Portsmouth Demolition or not.

The Portsmouth Demolition Site Supervisor will hold daily "Safe Start" talks with all on the site, this will offer the opportunity to inform all of the pending day's activities, any Hazards or associated Risks which may be involved and ultimately any control measures which will need to be implemented.

The Portsmouth Demolition Site Supervisor and/or Safety Advisor will hold regular Tool Box Talks, this will offer the opportunity to pass on important information to all involved with the contract.

It would be useful for the management of Portsmouth Demolition and The Client, or a representative of theirs, to have regular site meetings. This will enable the progress of the demolition to be monitored and will also offer the opportunity to discuss any problem areas.

External Health & Safety Consultant:

Lee Shirley
LCS Project Solutions
295 Fair Oak Road
Bishopstoke
Eastleigh
SO50 8J

Telephone No: 07877 625372

Email: lee@lcs-projectsolutions.co.uk

Selection Process for Sub Contractors:

NA

Information to Employees & Sub-Contractors:

NA

On Site Communication:

Regular liaison between our site supervisor and The Client's representative should take place, this would ensure that The Client is aware of progress, it would also offer the opportunity for both parties to highlight problem areas, (if applicable) and resolve these problems.

Portsmouth Demolition's site supervisor is the first point of contact for communication; the site supervisor will communicate with all concerned with this project. Portsmouth Demolition's management team also monitor projects closely and collate and pass on information to those whom we deem require it.

An initial induction to site will be held by the Site Supervisor at the start of the job regarding the following:

Risk Assessments - Method Statement - No Go Areas - PPE

Regular tool box talks will be held, (at least once a week), or if there is a change in methodology, or if there has been a breach of Health & Safety, near miss or accident etc.

On Site Co-Operation:

Our site supervisor will co-operate with and keep The Client aware of the progress of this contract. The site supervisor will also make The Client aware of any hazards which are present on our site and any control measures which may require being implemented, by those visiting site.

All of Portsmouth Demolition's site operatives are aware of the importance of co-operating, not only with our own personnel, but also with others who are involved with the contract and those in close proximity.

All employees and our sub-contractors are also aware of their duties to co-operate with our company, with regards to adhering to Health & Safety.

Any employee or sub-contractor found not complying with any aspect of the Health and Safety, would firstly be cautioned, a second offence of non-compliance, would lead to the guilty person/persons being removed from the site.

Health & Safety Principles & Objectives:

It is the stated policy of Portsmouth Demolition and Salvage Ltd, that the highest standards of Health & Safety shall be applied to all aspects of the demolition on the site. All operatives will be offered adequate protection as is necessary and that the effect on adjacent site users is minimised. The details of the practical measures to be taken are to be found in the Method Statement.

Health & Safety File:

Portsmouth Demolition will create a site specific Health & Safety file, information will be collated during the contract and entered into this file.

Portsmouth Demolition will provide The Client with a copy of our H&S file, the contents of which will include copies of all waste disposal tickets, this will include consignment note for the disposal of asbestos containing materials, (If applicable). Client will also submit details regarding any known residual hazards, or underground services/voids etc.

Health & Safety Standards:

All work will comply with the following standards:-

- BS 6187 2011 Demolition and its associated Code of Practice
- Construction (Design and Management) Regulations 2015. Health and Safety at Work Act 1974.
- The Management of Health & Safety at Work Regulations 1999.
- The Control of Asbestos Regulations 2012
- The Duty of Care Regulations 1991 and Waste Management (Duty of Care) Code of Practice 1991.
- Waste Management Licensing Regulations 1994
- Control of Lead at Work Regulations 2002
- Control of Substances Hazardous to Health Regulations 2002.
- The Hazardous Waste Regulations 2005.
- Noise and Work Regulations 2005.
- Work at Height Regulations 2005 as amended by work at height (amendment) regulations 2007
- Personal Protective Equipment Regulations 2002.
- Manual Handling Operations 1992.
- Health and Safety (First Aid) Regulations 1981.
- Health and Safety Information for Employees Regulations 1989.
- Reporting of Injuries, Diseases and Dangerous Occurrences, Regulations 2012,
- Employers' liability (Compulsory Insurance) Regulations 1998.
- Together with H&SE Guidance Notes GS29/1/2/3/4 and EH36 and 37

Utility Services

Main Contractor is arranging for the disconnection of utility services to this site, written confirmation should be obtained, depicting that the services have been disconnected and made safe. Plans and drawings will also be requested indicating where services are thought to exist and marked where the services have been plugged or disconnected.

Although The Main Contractor is arranging for the termination of utility services and the running down of pipes etc, Portsmouth Demolition still have a duty to make our own checks and to ensure the Health & Safety of our workforce.

Site Rules:

The Site Supervisor will ensure the following;

1. All works are carried out safely and in accordance with the method statement and Risk Assessments.
2. All visitors to site will be entered into the site register and receive site induction before entering the work area.
3. Mandatory PPE is to be worn at all times, this includes Hard Hats, Safety Footwear, Gloves and High Visibility Vests, all as per PPE Risk Assessment. Tasks and Risk Assessment will dictate additional PPE that is to be worn.
4. All operatives are aware of the health and safety plan and method statement and a signature acquired once inducted.
5. Plant and equipment is only to be used by trained and certificated operatives.
6. Any defective plant is noted on the supplied defects sheet and removed from site to be correctly repaired and tested.
7. All paperwork relevant to the site is kept within the site welfare facilities offices, i.e. health and safety plan, safety tickets, waste disposal tickets.
8. It is not envisaged that any power tools need to be used on site, but should it be necessary 110 volt tools only are to be used.
9. Operatives not to work alone or unsupervised.
10. The use of mobile phones on site is restricted to Site Supervisors only. Operatives are not permitted to use their mobile phones during working hours, except during designated break times.
11. The following activities are banned from our sites;

Consumption of alcohol.

Portsmouth Demolition have a zero tolerance Policy, with regards to the taking of alcohol at work, this also applies to operatives reporting for duty under the influence.

Use of illegal substances

Portsmouth Demolition have a zero tolerance Policy, with regards to the taking of non prescriptive drugs at work, this also applies to operatives reporting for duty under the influence of such drugs.

Foul language or shouting

Playing of radios

Horse play

12. SMOKING:

There will be no smoking within the buildings. Smoking is to take place in a designated smoking area, a fire bucket or similar is to be made available, for the extinguishing of spent cigarettes.

Monitoring Health & Safety on Site:

The site supervisor will be responsible for the day to day Health & Safety on site.

Lee Shirley (External Safety Consultant) or the Contracts Manager, will visit the site and carry out site safety audits as required, a report to management will be compiled and issued to Portsmouth Demolitions director and The Client's site representative/manager.

All incidents that give cause for concern as to the adequacy of the provisions for Health & Safety on site whether causing injury, loss or near misses will be thoroughly investigated and a copy of the investigator's report passed to the Main Contractor and the Health and Safety Advisor.

Dust.

Water supply to be made available by the Client.

Operatives will spray fine mist of water to keep the dust to minimum.

Water is to periodically be sprayed over the working area.

The site supervisor and or management of Portsmouth Demolition will monitor the works, if it felt that dust levels are exceeding unacceptable levels, then additional measures will be put on place.

Site vehicle speed limits will be kept to a minimum.

Noise and Vibration.

Noise and vibration can easily be reduced, by careful choice of plant and attachments used.

All items of plant should be regularly maintained and be operated by trained/competent operatives.

Operatives are to be informed of the importance of keeping unnecessary noise to a bare minimum.

Hot Works

YES WE WILL

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Two: Method Statement

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Precautions/Special Measures:

1. The site is connected to mains supplies of electricity, gas and water Client will provide verification that all services are permanently sealed and marked.
2. Disconnection of the services is to be arranged by the Client prior to commencement.
3. Asbestos based materials are known to be present within the fabric of the building

Non Notifiable cement asbestos roofing sheets and wall cladding will be removed by Portsmouth Demolition.
4. Prior to leaving the site each day the structure(s) will be checked by the Site Supervisor to ensure safety and stability. Also to ensure that at no time is the site or the structure(s) being demolished left unprotected or in an unsafe or unstable condition.
5. All waste materials will be loaded into containers for removal to a licensed tipping facility.
6. If during the works any other materials thought to be asbestos are found that are not identified within the survey, work is to stop immediately and the Portsmouth Demolition and Salvage Ltd Site Supervisor to be informed. He in turn will inform the Client and the area will be sealed off
7. Portsmouth Demolition will arrange to take a sample and produce an Asbestos Fibre Identification Report on the material should the material be found to contain asbestos Portsmouth Demolition will liaise with the Client to discuss cost to have the material removed and an air test certificate produced prior to handing the area back to the demolition supervisor.
8. As required designated operatives will spray water over the working area of the site to keep the dust element to a minimum during the demolition works and the loading of lorries

Disposal of Demolition Debris:

- All general debris will be transferred to a licensed recycling site, this will include plastics and carpets etc.
- All clean timber will be transferred to a recycling/wood chipping facility.
- All scrap metal will be transferred to a licenced recycling facility
- All plasterboard will be transferred to a licensed recycling site.

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METHOD STATEMENT / RISK ASSESSMENT FOR ASBESTOS REMOVAL

ASBESTOS CEMENT BASED AND BONDED PRODUCTS

REGULATIONS:

Please note that these works involve a bonded asbestos-cement product, and as such, are considered non notifiable by the Health & Safety Executive. The only relevant literature in respect of these proposed works are:

HSE Guidance Notes EH 36, EH 71 and, more recently HSG 189/2, and The Health & Safety at Work Act, 1974.

Please note that due reference and consideration will also be given to:

- a) "The Control of Asbestos at Work Regulations, 2012" and its Approved Code of Practice.
- b) "The Asbestos (Licensing) Regulations, 1983".
- c) "The Asbestos (Licensing) (Amendment) Regulations, 1998".
- d) The Health and Safety Commission's Code of Practice - "Work with asbestos insulation's, asbestos coatings and asbestos insulation boards" - Third Edition, November 1998.
- e) All/any H.S.E. literature, as relevant, to include the Guidance Notes EH 10, EH 35, EH 36, EH 37, EH 41, EH 47, EH 50, EH 51, EH 52, EH 57, EH 71 and HSG 189/1.

EQUIPMENT

Operatives will be equipped with Approved protective clothing and RPE to include:

Disposable Overalls	P3 Half Face Masks	Gloves
Hi Vis Vests	Hard Hats	Safety Footwear Safety Eyewear

RESTRICTED ACCESS AREA

Hazard tape, with signs, will be posted around the proposed work area, advising the nature of these works -"NO UNAUTHORISED ENTRY". Additional warning signs will be posted advising that the Work Area is a hardhat site and that "PROTECTIVE CLOTHING MUST BE WORN."

PRECAUTIONS:

All materials will be sprayed with surfactant prior to removal.

Operatives to work from scaffold towers whilst working at height.

Operatives working at height will wear secured safety harness

WASTE

All waste/debris from these removal operations will be taken under consignment note to a registered land fill site

All waste/debris will be placed into one thousand gauge polythene sheets/sacks and sealed for removal from site

"The Environmental Protection Act, 1990" and "The Special Waste Regulations, 1996"

ASBESTOS REMOVAL WORKS:

Roof Sheets

Operatives working from scaffold towers placed externally at the gable end of the barn will crop the fixings to the first row of roof sheets. Operatives will carefully remove and lower to operatives at ground level to be placed into container for removal from site.

Operatives will dismantle the tower and re-erect on the floor inside the hut beneath where the sheets have been removed.

Operatives working from the scaffold tower and working through the gap created by the removal of the first set of sheets will crop the fixings to the next bay, carefully remove the roofing sheets and lower to operatives at ground level to be placed into roll on off container for removal to a licenced landfill site.

This will be progressively repeated until all the roofing sheets have been removed and placed into roll on/off skips for removal to a licenced landfill site.

Operatives will ensure area is cleared of any debris and place into one thousand gauge polythene sacks to be placed into roll on/off container for removal from site.

Wall Cladding Sheets

Operatives will crop the fixings to the first row of wall sheets. Operatives will carefully remove and hand to operatives at to be placed into container for removal from site.

Operatives will dismantle the tower and re-erect on the floor next to where the sheets have been removed.

Operatives will crop the fixings to the next bay, carefully remove the wall sheets and hand to operatives to be placed into roll on off container for removal to a licenced landfill site.

This will be progressively repeated until all the roofing sheets have been removed and placed into roll on/off skips for removal to a licenced landfill site.

Operatives will ensure area is cleared of any debris and place into one thousand gauge polythene sacks to be placed into roll on/off container for removal from site.

2.3 Sequence of Works: Demolition

1. Portsmouth Demolition will erect temporary security fencing around the buildings with access gates incorporated. Portsmouth Demolition Operatives will affix caution signs to the fencing.
2. After removal of the asbestos based materials operatives using hand held tools will strip the barns to be demolished of all fixtures/fittings and general debris and place into ro/ro containers for removal from site to a licenced recycling facility.

Barn One



1. A 360 excavator fitted with a selector grab attachment will, under the strict direction of the demolition supervisor, will begin demolition of the barn. **Operatives will ensure enough steel work is left in place to support the existing electricity supply** The Building will be demolished down to the top of the existing ground floor slab. During the works a designated operative will spray a fine mist of water over the working areas as required to minimise the dust element.
2. As the building is demolished all general debris will be placed into ro/ro containers for removal from site to a licenced recycling facility and all hard core and concrete material will be stockpiled in readiness for loading away.
3. Land link Estates will arrange for a contractor to attend site and place boxing around the electricity supply which has been left in situ.

Barn Two

1. Operatives working from scaffold towers will begin demolition of the barn by means of hand demolition. The Building will be demolished down to the top of the existing ground floor slab. During the works a designated operative will spray a fine mist of water over the working areas as required to minimise the dust element.
2. As the building is demolished all general debris will be placed into ro/ro containers for removal from site to a licenced recycling facility and all hard core and concrete material will be stockpiled in readiness for loading away
3. Operatives working from scaffold towers will begin demolition of the barn by means of hand demolition. The Building will be demolished down to the top of the existing ground floor slab. During the works a designated operative will spray a fine mist of water over the working areas as required to minimise the dust element.
4. As the building is demolished all general debris will be placed into ro/ro containers for removal from site to a licenced recycling facility and all hard core and concrete material will be stockpiled in readiness for loading away
1. 360 excavator fitted with a breaker attachment will, under the strict direction of the demolition supervisor, break the raised loading platform and all hard core and concrete material will be stockpiled in readiness for loading away



2. A 360 excavator fitted with a grab attachment will, under the strict direction of the demolition supervisor, remove the Armco barrier and load into roll on off container for removal from site.

Completion

1. With all materials cleared away operatives will ensure that the working areas are clear of any debris and swept clean.
2. The Site Supervisor in the presence of the Main Contractors Site Manager will walk the site to agree completion and sign the works off.

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Three: Risk Assessments

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RISK ASSESSMENT – Presence of Asbestos Containing Materials (ACMs)

Project Name: **State Project**

Ref: PDS – 03.01

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Release of asbestos fibres into the atmosphere by: - Accidental damage - Not being aware of the presence of ACMs - Effects of other trades - Violation of company procedures Cross contamination of ACMs with clean materials	The individuals who may have disturbed the ACMs and other persons who may have breathed the contaminated air, may in the long-term suffer from: - Asbestosis - Pleura Mesothelioma - Lung Cancer	3	5	15	- If known locations of ACMs have been removed by others, the air clearance certificates are to be submitted to PDS Ltd prior to works commencing - Areas of known ACMs that are to remain are to be clearly identified and communicated to all PDS Ltd operatives - If removal is being carried out by others, the areas are to be clearly segregated and signs erected warning of the works - Only those who hold a current 'Category A' asbestos awareness training certificate are to work in structures that are likely to contain ACMs - If suspicious materials are discovered during the works, the demolition works in that area are to immediately cease and PDS Ltd Site Supervisor is to be immediately notified, the supervisor will then follow company procedures to ensure that the suspected discovery is handled in the appropriate manner to prevent possible further contamination	2	4	8

					- Any affected area is not to be reoccupied until confirmation has been received that the area is clean following removal if the suspected material proved positive for asbestos, or that there is no further risk to health from suspected material - Prior to any possible variation works being undertaken, the works are not to proceed unless it has been proved that ACMs are not present - Operatives are to work in a careful considered manner with the appropriate amount of physical force to carry out the works without causing unnecessary damage to the surrounding fabric and must exercise due diligence to the fact that ACMs may be hidden within the fabric - Appropriate supervision is to be provided during all stages of the work			
Spread of fibres from the contaminated clothing of a person exposed to fibres	Other workers may become exposed to fibres and fibres may be transported to other locations such as vehicles and even home	2	5	10	- The person suspected of being contaminated is to remain in the area where the suspected contamination took place and raise the alarm by calling for assistance, warning others of the potential hazard - Those providing assistance must protect themselves by wearing the appropriate PPE comprising of: ➤ Sealed & hooded overalls ➤ Gloves ➤ Respirator - To decontaminate, the procedures as detailed in em8 are to be followed: ➤ Removing & decontaminating PPE: - Clean your boots with damp rags – see sheet em7 - Where available, clean your overalls with the brush attachment on a Class H vacuum cleaner. Vacuum off the brush - Otherwise, use damp rags by a ‘patting’ action. Rubbing can disturb fibres - Where there are two workers, they can help to clean each other - Peel off disposable overalls. They should be inside out. Put them in a suitable asbestos waste container - Bag up re-usable overalls for a specialist laundry - Finally, remove your disposable respirator and place it in	1	5	5

					the asbestos waste container • Tape the container closed ➤ Personal decontamination: • Can you use site washing facilities? If so, they must be for your use only • Keep other people out during personal decontamination, and until you have cleaned the facilities • Wash every time you leave the work area • Use damp rags to clean the washing facilities at the end of the job • Clean the facilities daily if the job lasts more than one day • Inspect the facilities visually once the job is finished • Clearance air sampling is not normally needed for washing facilities			
For removal of non-licenced asbestos containing materials, see risk assessment ref: PDS.03.18								

Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Discovery of Suspected Hazardous Substances

Project Name: **State Project**

Ref: PDS – 03.02

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Discovery of hazardous substances that include: - Asbestos - Lead - Herbicides & pesticides - Acids & alkalis - Pressurised containers - Paints & varnishes - Oils - Solvents - Needles - Unmarked containers - Contaminated water and other fluids - Gasses	Individuals who come into contact with suspected hazardous substances and others close by may be affected by one or more of the following: - Inhalation causing respiratory difficulties - Absorption through the skin and eyes causing irritation and burns - Ingestion causing stomach irritation - Injections of contaminants direct into the blood stream causing Hepatitis, Tetanus Weils Disease & HIV etc Other factors include: - Pollution of water courses	3	5	15	- Prior to stripping out or demolition works commencing, a sweep of the structure must be carried out by PDS Ltd Supervisor in an attempt to ascertain if obvious hazardous substances are present and that all storage vessels and pipelines have been disconnected from associated pipework - Storage vessels and pipework is not to be worked upon unless it has been categorically proved that vessels are empty and have been cleaned of hazardous substances and that pipelines are disconnected from their source and have been purged and cleaned of hazardous substances - If such substances are found, the Supervisor will make the necessary arrangements to have the substances removed by an approved method – a point of works or specialist risk assessment may be required for the removal operation, dependant upon what has been found - Should suspicious substances be discovered, the works in the immediate area are to cease and PDS Ltd Supervisor is to be immediately notified - the supervisor will then follow company procedures to ensure that that the suspected discovery is handled in the appropriate manner to prevent possible contamination	1	5	5

	Fire and explosion from release of gasses				- Measures may include one or more of the following: ➤ Keep people clear of the area and barrier off as necessary ➤ Display warning signs and/or post sentries to prevent access by others ➤ Inform contract management of situation ➤ Place bunds from materials on site to hand such as sand and earth to prevent spread – this is only to be carried out if it deemed safe to do so by PDS Ltd Supervisor ➤ PDS Supervisor to ensure that the Emergency services and/or Environment Agency have been informed if spillage is of a serious nature and deemed necessary ➤ Take note of all relevant information on labels if present and only if safe to do so ➤ If noxious or foul smells are emanating form the spillage, evacuate the area and wait for the Emergency services or other authority to give clearance prior to returning ➤ Only competent and licensed sub-contractors will carry out the disposal of hazardous substances ➤ All off site movement of hazardous substances will be in accordance with the appropriate Environmental legislation and documented with the necessary Waste Transfer notes ➤ Lift and place containers to secure area, if safe to do so – PDS Ltd Supervisor may be required to complete a point of works risk assessment - Should operatives be contaminated by liquid splashes or powdering of the skin, the affected are is to be washed with copious amounts of water and medical advice if necessary is to be sought - When dealing with suspected hazardous substances, an assessment must be made by PDS Ltd Supervisor as to what the requirements for PPE are to be			
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Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Works Involving Excavators

Project Name: **State Project**

Ref: PDS – 03.03

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
- Physical contact with persons - Striking overhead and/or buried utility services - Overturning due the presence of voids, steep gradients and uneven ground etc. - Whole body vibration syndrome - Upper limb disorders - Production of noise resulting from activities such as breaking out concrete - Falls from height when accessing the engine to check levels and to collect window guards – over 15T machines	The excavator operator may suffer serious or fatal injuries resulting from overturning and from striking utility services - possible health issues include, upper limb disorders from poor posture and excessive vibration, together with hearing damage from prolonged exposure to noise Those working close by may suffer serious or fatal injury if the excavator makes physical contact with them	4	5	20	- Only authorised competent persons holding the relevant CPCS card are to operate excavators and strictly in accordance with their training and PDS Ltd operating procedures - Operatives are to carry out daily ‘pre-use checks’ prior to using excavators, the results of the checks are to be recorded in the appropriate register – if defects are found that affect the safe operation of the excavator, the excavator is to be immediately withdrawn from service until the defects have been rectified - Working close to overhead power lines should only be undertaken when there is no other alternative – it is the responsibility of the Principal Contractor to ensure that power lines are adequately protected from accidental damage by the use of appropriate passage way barriers - All other utility services, generally buried, are to be isolated prior to demolition works commencing – evidence of the termination is to be provided to PDS Ltd Senior Management by the Principal Contractor prior to works commencing - The presence of known voids are to be communicated to PDS Ltd Supervisor prior works commencing – the excavator operator and	1	5	5

					supervisor should also carry out their own visual survey to determine if voids such as drainage inspection chambers, tanks, wells and basements exist ▪ When operating on stockpiles of demolition debris to load vehicles or to gain height, the excavator operator is to be fully aware of his own limitations and the limitations of the excavator and only work within these limitations – all ramps are to be formed at appropriate gradients so that the risks of overturning are eliminated ▪ A dedicated 'Banksman' is to oversee all excavator operations ▪ The operator is to ensure that the seating position is appropriately set so that a good operating posture is maintained ▪ All cab windows and all mirrors are to be maintained in a clean condition to ensure good all round visibility ▪ Excavators should be operated with windows and the door closed ▪ Hearing protection is to be worn for all operations requiring the use of a breaker ▪ Noise assessments conducted by PDS supervisor will be required to determine if hearing protection zones are to be established ▪ When accessing the engine area to check engine levels and to store or retrieve the window guards, the operative must remain within the confines of the guardrails – only for machines over 15T ▪ All operators are to wear the standard PPE as for all other PDS Ltd operatives, hard hats and FFP3 face masks do not need to be worn in the cab, but must be available ▪ The operation manual for the excavator is to remain in the cab for operator reference ▪ The operation of the excavator is to be carried out at the lowest engine revs possible for the works being carried out and the actions are to be smooth to avoid unnecessary noise and vibration ▪ When the excavator is not in use, the engine is to be switched off and the excavator secured to prevent unauthorised use			
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See separate risk assessment for changing attachments such as breakers, buckets and shears etc. PDS.03.04 and transport providers risk assessment for loading and unloading excavators from delivery vehicles.

Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Changing Excavator Attachments

Project Name: **State Project**

Ref: PDS – 03.04

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Persons coming in to contact with the operation	Persons in the vicinity may be struck by the item of plant or attachment and suffer possible crush injuries	2	4	8	- Attachments to be changed in a designated area only - Banksman to be in attendance during the operation to ensure that other site personnel do not inadvertently stray into the area - Plant operator to be satisfied that the area is clear prior to changing the attachment	1	4	4
Release of hydraulic fluid under pressure	Plant operator may suffer eye or injection injury from the release of hydraulic fluid under pressure when disconnecting or reconnection hydraulic lines	2	3	6	- Prior to changing any attachment, the control procedure for the specific item of plant for switching from one operational mode to the attachment change mode is to be strictly followed – following this procedure will ensure that attachment is correctly installed and that the pressure in the hydraulic lines is released - Gloves and eye protection to be worn when working the hydraulic lines - Any spillages of hydraulic fluid are to be promptly cleaned by absorbing into a suitable medium, such as sand, or using a spill kit and appropriately disposed of	1	3	3

Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Explosion and Outbreak of Fire

Project Name: **State Project**

Ref: PDS – 03.05

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
- Use of flame cutting equipment resulting in radiant and/or direct heat - Sparks from the use of disc cutting or grinding equipment - Arson - Inappropriate storage and use of fuels - Poor house keeping allowing combustible materials to build up - Escape of gasses igniting	All on site can suffer serious or fatal effects from exposure to toxic and/or harmful fumes, together with serious or fatal direct effects of fire Fire may also damage structures, causing them to be weakened and unstable Fire may also spread to adjacent shared areas and structures, causing significant damage and potential loss of life to members of the public	4	5	20	- Only a use flame cutting option when all other possibilities have been discounted and only by authorised competent persons – see risk assessment PDS.03.06 Flame Cutting; PDS Ltd Supervisor may also be required to draft a point of works risk assessments - Smoking is not permitted in any PDS Ltd premises, vehicle or workplace – smoking is only permissible in designated area - Where possible, use cold cutting equipment in preference to hot cutting, such as grinders and disc cutters - Fuels and gasses are to be stored in a secure well ventilated location away from sources of heat - Fuels are to be discharged into plant and equipment using the proprietary pumps, conduits or funnels – any spillages are to be promptly cleaned with spill kits - All work areas are to be kept free of combustible materials - The Principal Contractor is responsible for ensuring that the site is secure at the end of each shift so as to prevent unauthorised access	1	5	5

					▪ All gas services are to be identified and evidence presented by the Principal Contractor that they have been isolated and purged, prior to works commencing ▪ Should fire be discovered, the alarm is to be immediately raised and operatives are to follow the evacuation instructions from the Principal Contractor ▪ Following a significant fire, structures should not be entered until clearance has been given from Structural Engineers that the building is secure and therefore safe to enter			
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Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Work Equipment (power & hand tools etc)

Project Name: **State Project**

Ref: PDS – 03.06

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Work equipment is almost any piece of equipment (including hand & power tools) used by operatives. Hazards include: - Contact with moving parts - Exposure to vibration - Exposure to noise - Cuts from exposed blades - Contact with projectiles	Operatives may suffer a variety of injuries from minor to more serious, such as: - Eye injury from projectiles - Cuts & abrasions from blades - Broken bones from crushing Health issues may be both short or long-term and may include: - Hearing loss - Hand arm vibration syndrome - Musculoskeletal disorders	4	3	12	- The selection and use of work equipment is to be matched to the operative's ability and competence and is to be appropriate for the task being carried out - Ensure that pre-use checks are carried out to identify defects that may affect the safe operation of the equipment – if defects are found, the piece of equipment is to be taken form service and the supervisor notified - Only power tools with a current PAT label are to be used - Equipment is to be used strictly in accordance with relevant training and guidance – if hired equipment is being used, instructions on its safe use and residual risks must be sought from the hirer - Prior changing any ancillary items on power tools, such as chisels and blades, ensure the tool is isolated from its power source - Tools are not to be modified in any way to enable tasks to be carried out and guarded power tools must be operated with the guard secured in the right location to maintain safe use at all times - In flammable atmospheres, spark free power tools and non-ferrous hand tools are to be used	2	3	6

					▪ Tools are not to be left where they may become a trip hazard – if power leads are to be used, leads are to be located wherever possible at high level, if this cannot be achieved, leads are to be located where they do constitute as a trip hazard ▪ If power tools are being used that produce vibration, the selection of the tool must be of the lowest vibration frequency for the task being carried and that the HAVS register is maintained throughout the use of the tool to ensure that operatives do not exceed 95 daily points – refer to the equipment asset register and vibration ready reckoner to determine individual daily trigger times ▪ The type of PPE required will depend upon the type of equipment being used and will comprise of the following: ➤ Safety glasses/goggles to BS EN166 to protect against flying projectiles – for both power and hand tools ➤ Ear defenders to BS EN352 – all operations where the noise level will exceed 85dBA – refer to the equipment asset register to determine the sound pressure (dB(A)) ➤ RPE to FFP3 to protect against particles and fumes ➤ Gloves to BS EN388 to protect against mechanical hazards such as cuts and abrasions ▪ On completion of the task, the equipment is to be checked for defects prior to returned to storage			
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Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Live Utility Services & Stored Energy

Project Name: **State Project**

Ref: PDS – 03.07

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Contact with live utility services such as gas and electricity supplies Contact with stored energy such as vessels containing gas or liquids under pressure	Operatives and others close by may suffer serious or fatal injury resulting from explosions and fire Operatives may suffer injury resulting from the effects of releasing pressurised liquids and gasses from storage vessels	3	4	12	- Prior to works commencing, it will be the responsibility of the client/principal contractor, to ensure that reasonable attempts have been made to locate and mark all services and to demonstrate that all locations of known services have been isolated and made safe - Written confirmation of the above is to be obtained from the client/principal contractor prior to the works commencing - Prior to removing pipework and vessels, it will be the responsibility of the client/principal contractor to ensure that any pressurised system has been drained down and where necessary, purged so that it can be safely removed - If services are discovered during the demolition works that have not been identified as being isolated and made safe, the works are to immediately cease and not restart until such time that the services have been made safe	1	4	4

Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by:

Lee Shirley

RISK ASSESSMENT – Manual Handling

Project Name: **State Project**

Ref: PDS – 03.08

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Manual handling is the movement of articles by physical force and includes: - Lifting - Pushing - Pulling - Twisting	All operatives have the potential to suffer from musculoskeletal injuries due to the nature of the work Injuries may include: - Back strain - Slipped discs - Sciatica - Hernias - Upper limb disorders such as muscle and tendon strains - Lower limb disorders such as varicose veins and osteoarthritis	5	3	15	- Consider using mechanical measures to eliminate or reduce manual handling wherever possible - Where manual handling cannot be eliminated, the following TILE principle is to be considered: ➤ Task: - Reduce carrying distance - Make use of lifting aids wherever possible - Get assistance ➤ Individual: - Only those who have had manual handling training are to carry out non-routine manual handling tasks - The type of PPE required will be dependant upon the load being lifted – this will be decided at the point of lift by the supervisor - Do not lift loads that you are not comfortable lifting or if you have a pre-existing condition that may be aggravated by the task	2	3	6

					➤ Load: ○ Where possible, break the load into smaller sections			
					○ Check to see if the load has other hazards such as, sharp edges and is it evenly balanced ○ If the weight is not known, attempt to ascertain an approximation by attempting to rock the article ➤ Environmental: ○ Ensure that the route is free from slip and trip hazards, and is adequately lit ○ Ensure that change in surface levels or slopes have been identified ▪ Prior to lifting, think on how the lift is to be carried out using the TILE approach above, adopt a stable position, get a good hold, lift smoothly keeping you head up and avoid twisting or leaning sideways ▪ For sustained periods of manual handling, suitable rest periods should be taken in order to prevent fatigue and to promote recovery ▪ Dependant upon the manual handling tasks required, the supervisor may need to complete a task specific manual handling risk assessment			

Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Soft Strip

Project Name: **State Project**

Ref: PDS – 03.12

Date: 20-Dec-17

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Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Exposure to asbestos fibres	Operatives and others in the vicinity may suffer long-term serious ill-health effects such as asbestosis, cancers and pleural mesothelioma	3	4	12	- Prior to works commencing, sufficient measures must be taken to ensure that locations of asbestos containing materials have been identified by way survey - All known locations of asbestos containing materials that are to remain are to be clearly marked and communicated to those working in the areas - See risk assessment PDS-03.01 Asbestos Containing Materials and PDS-03.18 Working with Non-Licensed Asbestos Containing Materials for further information	1	4	4
Discovery of hazardous substances – including needles	Operatives may be exposed to numerous substances that may cause short or long-term ill-health effects Operatives may also suffer from needlestick injuries from contaminated needles	3	4	12	- Prior to works commencing, the supervisor is to carry out a sweep of the work areas to determine if there any obvious hazardous substances present, or evidence of substance abuse and needles - Should hazardous substances be found, a point of works risk assessment is to be undertaken to determine the extent of the control measures required - See risk assessment PDS-03.02 Discovery of Suspected Hazardous Substances for further information	1	4	4

Explosion and outbreak of fire	Operatives and others using the building may suffer serious or fatal injuries and the structure may become unstable	2	5	10	▪ Prior to works commencing, the supervisor must make reasonable efforts to ensure that all utility services have been isolated and where necessary purged ▪ The supervisor is also to carry out a sweep of the works area to identify if any vessels that may have stored flammable substances are present ▪ If such vessels are found, a point of works risk assessment is to be undertaken ▪ Good housekeeping is of the utmost importance; all flammable materials are to be promptly disposed of away from sources of heat ▪ See risk assessment PDS-03.05 Explosion and Outbreak of Fire for further information	1	5	5
Use of work equipment	Operatives may suffer a variety of injuries and ill-health effects	4	3	12	▪ Ensure that the right equipment is selected for the task to be carried out ▪ Ensure that pre-use checks have been carried out prior to commencing the tasks ▪ Ensure that the correct PPE has been selected and is appropriately worn ▪ See risk assessment PDS-03.06 Work Equipment for further information	2	3	6
Electrocution	Operatives may suffer serious or fatal injury	3	4	12	▪ Prior to works commencing, the supervisor must make reasonable efforts to ensure that all power supplies and elements of stored energy have been fully isolated and cannot be re-energised ▪ See risk assessment PDS-03.07 Live Utility Services for further information	1	4	4
Manual handling of materials, equipment, substances and other articles	Operatives may suffer short or long-term ill-health effects from manual handling operations	5	3	15	▪ Wherever possible, use mechanical means to handle articles ▪ Where manual handling is necessary, follow the principles of TILE ▪ For non-routine operations, a specific manual handling assessment may be required ▪ See risk assessment PDS-03.08 Manual Handling for further information	2	3	6

Slips and trips	Operatives and others in the vicinity may suffer various injuries resulting from slips on wet or greasy/oily surfaces and trips from debris and other articles	4	3	12	- Good house keeping is essential as it prevents the build up of articles that may present as trip hazards - All nails from timbers are to be removed or made safe at the point of removal - Any spillages of liquids are to be promptly cleaned away - If power leads are required, they are to be positioned overhead wherever possible, if this is not achievable, they are to be positioned in locations that do not present as trip hazards – particular attention is to be given to door openings - Areas where stripping out works are being carried out are to be segregated to prevent unauthorised access - All access routes must be kept clear of debris at all times	2	3	6
Other personal injury and ill-health effects from the activities being carried out	Operatives may suffer numerous injuries that include: - Cuts and abrasions - Eye damage - Broken bones Ill-health effects may include: - Hearing damage - Respiratory disorders - Skin disorders	4	3	12	- Works are to proceed in a methodical manner with the minimum force required to complete the task - Dust production is to be kept to a minimum by using the right tool for the task, mist spraying where required (over spraying may result in a slip hazard) vacuuming and not sweeping where possible - The levels of noise are to be monitored, as a rule of thumb, if you need to raise your voice to be heard from a distance of 2m, then it is likely that hearing protection will be required - All other relevant risk and COSHH assessment, including point of works risk assessments, are to be reviewed prior to commencing works. - PPE required must include: - Hard hats - Safety footwear - Safety glasses - FFP3 respirator - Hi-vis clothing - Abrasion resistant gloves	2	3	6

Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Site Security

Project Name: **State Project**

Ref: PDS – 03.13

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
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Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
- Unauthorised entry to the site and/or workplace, both in and out of normal working hours - Arson	Unauthorised persons such as trespassers and members of the public are exposed to risk of serious injury and subsequent consequences from entering a live demolition site Those entering the site with malice in mind may cause significant structural damage by setting fires and may also suffer injury due to their acts	4	4	16	- A secure double clipped Heras type fence or timber hoarding will be erected to the perimeter - Suitable signs are to be displayed on the fence warning members of the public of the dangers of construction sites and that the area is strictly prohibited - Daily checks will be carried by the Site Supervisor to ensure that the fence is maintained in good condition - The site gates are to be kept closed when not in use - The Site Supervisor will be responsible for securing the gates when not in use and the end of each day - All visitors and operatives are to make themselves known to the Site Supervisor and must sign in and sign out when leaving the site - All live work areas are to be secured by secondary fencing when working on a shared site wherever possible and are to be monitored by banksman to ensure unauthorised persons do not enter any danger areas - Sources of fuels are to be secured so that unauthorised access to them is denied	2	4	8

					▪ All part demolished structures are to be left in the safest possible manner at the end of each shift to prevent an uncontrolled collapse ▪ Any ladders are either to be removed or secured at the end of each shift ▪ Any danger areas on the site including trenches etc are to be left in the safest manner as is reasonably practicable ▪ The above measures are to be reviewed by the Site Supervisor and Contract Manager as the works proceed to ensure that they remain effective			
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Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Slips and Trips

Project Name: **State Project**

Ref: PDS – 03.14

Date: 20-Dec-17

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Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Slips and trips caused by a variety of activities and situations, such as: - Spilt fluids and substances - Trailing leads and hoses - Poor housekeeping allowing debris to collect - Poor lighting - Inappropriate steps and ramps - Uneven surfaces	Operatives, visitors and others on site may suffer may injuries such as sprains, strains and possibly broken bones, especially the forearm from falling out onto outstretched hands	4	3	12	- Good housekeeping is essential to prevent the collection of debris that may cause people to trip - Debris is to be cleared to the skip or other designated location at the time of removal - Trailing leads and hoses etc. should be placed at high level wherever possible; where this cannot be achieved, they are to be positioned in locations to avoid presenting as a trip hazard - Any spillages of fluids or substances are to be promptly mopped or swept up - All emergency escape routes are to remain clear of materials and debris - Lighting levels are to be sufficient to allow persons to traverse the site without hindrance - If steps and ramps are to be used, they are to be constructed in such a manner that the appropriate levels of grip are afforded	2	4	8

Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Tower Scaffolds

Project Name: **State Project**

Ref: PDS – 03.16

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Working from tower scaffolds pose the following significant hazards: - Falls of persons and/or objects from height - Overturning of scaffolds - Contact with overhead power cables	Operatives may suffer serious or fatal injury from either falling from height or being struck by objects falling from height Contact with overhead power cables can prove fatal to operatives or other that may be close to the tower Operatives may suffer serious injury resulting from scaffolds overturning	4	5	20	- Only operatives who have received the relevant PASMA training are authorised to erect or adapt tower scaffolds - A scaff-tag system is to be implemented, the “do not use” element of the tag should be displayed when the scaffold tower is incomplete, or unsafe to use - the “Safe to Use” element should be signed off and displayed on the tower by a competent/trained person - Towers are to be erected on firm level ground - Towers are not to be erected or used beneath or near overhead power cables – if you are unsure if a cable supplies power or other service, or if it is live or not, do not proceed until you have confirmation of its status and only proceed if it not a power cable or the supply has been terminated - Brakes to the tower are to be applied when the tower is in use - Travelling on the tower when it is being relocated is strictly prohibited - Any tools or materials on the tower platform are to be removed prior to the tower being relocated.	2	5	10

					▪ Works are to be carried out from the platform only – climbing on the guardrails is strictly prohibited ▪ The proprietary toe boards are to be fitted at all times to prevent the inadvertent falls of articles ▪ Towers are to be left in a safe condition and safe location at the end of each shift			
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Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Working with Non-Licensed Asbestos Products

Project Name: **State Project**

Ref: PDS – 03.18

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Release of asbestos fibres into the atmosphere by: - Accidental damage - Aggressive removal of ACMs - Not being aware of the presence of ACMs - Cross contamination of ACMs with clean materials	Individuals who remove non-licensed ACMs and other persons who may have breathed the contaminated air, may in the long-term, suffer from: - Asbestosis - Pleura Mesothelioma - Lung Cancer	3	5	15	- Only operatives with Category B training are to undertake works involving the removal of non-licensed asbestos containing materials - Should the ACMs be in a damaged condition, or are likely to deteriorate when removed, although being non-notifiable, the removal is to be notified to the HSE - A point of works risk assessment is to be carried out for the removal of all ACMs - Removal and disposal of ACMs is to strictly follow the HSE guidance series: - Equipment and method sheets (EM01 to EM10) - Working with asbestos (non-licensed) (A01 – A38) - Areas where ACM removal is being carried out and associated transit routes are to be clearly barriered and signed to prevent unauthorised access - A record of the times that employers are removing ACMs and the nature of the ACMs are to be recorded - All removal works are to be closely monitored by the site supervisor	2	4	8

					- Operatives are to wear the appropriate PPE as identified in HSE's guidance at all times and if the PPE should be damaged, operatives are to immediately cease works and seek further guidance and replacement from the site supervisor - It is a requirement that all person removing ACMs are clean shaven and that they have undertaken the appropriate face fitting for the respirator being used - Should an operative suspect that they may have been inadvertently exposed to asbestos fibres as part of the removal works, they are to immediately notify the site supervisor who will then take the appropriate decontamination measures			
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Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – On-Site Mobile Plant Maintenance

Project Name: All Locations

Ref: PDS – 03.24

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Contact with moving components	Maintenance engineers may become entangled in high-speed moving components or crushed by falling components, both causing serious or fatal injury	3	5	15	- Only trained competent engineers are to undertake maintenance tasks - The item of plant is to be switched off and prevented from being inadvertently started by removing keys - Any guards are to remain in place during diagnostic investigations and are not to be removed unless the plant has been made safe in terms of re-starting, or from the release of stored energy - Working beneath unsupported body components is strictly prohibited	1	5	5
Release of stored energy	Maintenance engineers may suffer significant injury from release of stored energy such as electricity, hydraulic fluid under pressure and compressed air	3	4	12	- Batteries are to be disconnected when working on electrical systems or if earth connections are required to be disconnected - When working on pressurised systems, the system is to be isolated from its source and pressure released from the vessel and/or hoses prior to commencing maintenance activities	1	4	4

Exposure to fuels and lubricants	Maintenance engineers may suffer skin disorders such as dermatitis from contact with diesel and heavy oils	4	3	12	- Ensure lids of containers are kept tightly closed - Top up levels using funnels or pumps - Ensure any spillages are promptly cleared up using absorbing materials such as sand or spill kits - Wear butyl or nitrile gloves and overalls - Ensure good hygiene by thoroughly washing hands prior to taking rest breaks, smoking or eating etc.,	1	3	3
Sudden movement of plant	Maintenance engineers may suffer significant injury resulting from unintended movement of plant	3	4	12	- If the plant is movable, position on firm level clean ground and apply the brakes prior to carrying out maintenance tasks - If the plant is broken down and cannot be moved, ensure that it is suitably prevented from sudden movement by placing stop blocks and other supports where necessary - Remove keys to prevent vehicles from being inadvertently started - If the item or plant or part of it requires jacking, ensure that it is fully supported prior to carrying out the task	1	4	4
Manual handling of components	Maintenance engineers may suffer musculoskeletal disorders from working in restrictive positions and handling heavy components	4	3	12	- Use mechanical aids wherever possible to lift heavy components - Consider the task to be done and where necessary, if it is not practical to use mechanical aids, ask for assistance - Where possible, position plant so there is suitable room to carry out the required tasks	2	3	6
Falls from height	Maintenance engineers may suffer significant injury from falling from plant engine bays and other above ground platforms	3	4	12	- Where work is required at height, measures must be taken to prevent falls such as working from behind existing guardrails - If required, a harness and fixed lanyard may have to be worn, but only if the engineer has received appropriate harness training	2	3	6
Use of hand and power tools	Maintenance engineers may suffer a variety of injuries from using power and hand tools such as: - Eye damage - Muscle sprains & strains - Broken bones - Cuts & abrasions - Hearing damage - Vibration	4	3	12	- Select the most appropriate tool for the task - Ensure all tools are in good working order - Apply the minimum amount of force required - Use all tools as for the manufacturers information - Wear the required PPE for the task: ➤ Eye protection where there is a risk of projectiles ➤ Gloves to protect against mechanical abrasion and to protect the skin from absorption of fuels and oils ➤ Hard hat when on construction sites	2	3	6

					➤ Hi-vis clothing ➤ Overalls ➤ Safety boots ➤ Hearing protection when using certain percussion power tools and when working in close proximity to running engines ➤ Be aware of trigger time limits when using powered percussion tools			
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Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

RISK ASSESSMENT – Biological Contaminants

Project Name: All Locations

Ref: PDS – 03.26

Date: 20-Dec-17

L = Likelihood of Occurrence L5 = Certain L4 = Probable L3 = Occasionally L2 = Unlikely L1 = Improbable					S = Severity Rating S5 = Death and/or serious structural/equipment damage (RIDDOR) S4 = Severe/multiple injuries & equipment damage (RIDDOR) S3 = Significant – significant or multiple minor injuries & equipment damage S2 = Minor – minor injuries or equipment damage S1 = Negligible – slight, no potential risk of injuries				
1 - 4	Low - maintain and review controls	5-9	Medium – seek to implement measures to reduce risk further	10-14	Serious – additional control measures & monitoring may be required	15-19	High – Alternative processes to be found	20-25	Unacceptable level of risk, task not to be undertaken

Significant Hazards:	Who Might be Harmed & How:	Risk			Control Measures:	Residual		
		L	S	R		L	S	R
Leptospirosis: - Weil's disease – transmitted to humans by contact with urine from infected rats - Hardjo form – transmitted from cattle to humans	Operatives may contract a serious and sometimes fatal infection - both diseases start with flu-like illness with a severe headache which can lead to vomiting and muscle pains and ultimately to jaundice, meningitis and kidney failure – in rare cases the disease can be fatal The bacteria can enter the body through cuts & scratches & through the lining of the mouth, throat and eyes	3	3	9	- Do not encourage rats to populate the site by maintain high standards of housekeeping and sanitation - If dead rats are found, do not touch them with unprotected hands - Wash cuts and grazes immediately with soap and running water and cover all cuts and broken skin with waterproof plasters before and during work - Wear protective clothing - Wash your hands after handling any animal, or any contaminated clothing or other materials and always before eating, drinking or smoking - Report any illness to your doctor and tell your doctor about your work	1	3	3
Psittacosis: Infection of birds transmitted to humans by breathing in infected	Symptoms operatives may show are often flu-like, with fever, headache, muscle ache and respiratory tract symptoms - the	2	3	6	- Good ventilating should be established prior to clearing away bird droppings and other material such as feathers and dead birds - Cleaning procedures should avoid creating aerosols and dusts – high pressure jet washing is to be avoided	1	3	3

material or occasionally by oral infection	disease can progress to severe pneumonia and other non-respiratory health problems				▪ Suitable disinfectants are to be used during the cleaning process ▪ If dead birds are found, do not touch them with unprotected hands ▪ Wash your hands after handling any animal, or any contaminated clothing or other materials and always before eating, drinking or smoking ▪ Wear protective clothing and FFP3 face masks			
Tetanus: ▪ The bacterium usually enters the body through a wound or cut in the skin	Operatives may show symptoms that include muscle spasms and stiffness throughout the body, particularly in the neck, face and jaw (lockjaw)	2	3	6	▪ Following good basic hygiene including regular hand-washing ▪ Covering all cuts, abrasions and other breaks in the skin with waterproof dressings and/or gloves - seek medical advice as soon as possible if you have a deep wound that could get contaminated and you have not been vaccinated - you may need a medication called tetanus immunoglobulin (TIG) ▪ Wear the appropriate gloves for the task being carried out that give suitable mechanical resistance	1	3	3
Legionella: ▪ The bacterium enters the body by breathing water droplets (aerosols)	The bacteria can cause illnesses in operatives and others who may breathe the droplets collectively called Legionellosis - this includes the most serious illness, Legionnaires' disease, as well as the similar but less serious conditions of Pontiac fever - legionnaires' disease is a potentially fatal form of pneumonia	2	3	6	▪ All water systems should be drained down prior to demolition to avoid water stagnation ▪ Water outlets (taps, shower heads, etc) which are still needed but not regularly used should be flushed through regularly ▪ Keep any system and the water in it clean ▪ Ensure the water cannot stagnate - properly control the release of any water spray	1	3	3

Assessment review date: Following any significant change in the work activity, not exceeding 12 month intervals

Written by: Lee Shirley

Four: Coshh

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Environmental Protection

Introduction

Portsmouth Demolition and Salvage recognises the increasing importance placed on environmental protection and the general need to raise awareness of environmental matters. With this in mind and with positive support from The Clients we will endeavour to implement the following policy in so far as it relates to our undertaking.

Control of Statutory Nuisance

A considerable weight of legislation and guidance under the banner of Environmental protection deals with the control statutory nuisance i.e. Noise, Vibration, Dust and Fume. The following sections detail the approach required when tackling these issues,

Control of Emissions from Vehicles

- Every effort shall be made to ensure that vehicles comply with environmental standards required by the various schemes implemented by local authorities affecting the movement of heavy goods vehicles. Other company vehicles will comply with the MOT emissions testing regime as a minimum.
- Site Supervisors and other operatives shall not allow engines to run while lorries or plant are waiting to be unloaded or leaving the site. The only exception is if an engine needs to be run for unloading e.g. Hi-AB or similar.

Dust Nuisances

- We shall take all necessary measures to avoid creating dust nuisance before starting work.
- Before commencement of any work we shall assess the sensitivity of the locality to dust nuisances. The locality is defined as the area where any dust emissions from the works might disperse and settle.
- Our supervisors shall liaise closely with the local authorities and comply with any requirements of the local authority regarding dust emissions.

Control of Dust Nuisances

- Where practicable, we shall provide easily cleaned, hard standing areas for vehicles. This is particularly important where we intend to use heavy vehicles or anticipate heavy plant or vehicular traffic.
- Where appropriate we shall damp down unsurfaced haul routes and verges, as well as cleaning areas of assessed sensitivity. Off-site road cleaning will be considered as a safety issue.

Our supervisors will enforce proactive rules to minimise the creation and dispersal of dust namely

- Establish & enforce speed limits over unmade surfaces.
- Ensure adequate enclosure of material stockpiles and provide water sprays for periods of dry weather.
- Control cutting, grinding and chasing processes on site
- Ensure that all vehicles carrying surplus spoil are suitably covered to prevent unwanted spillage or loss of the load.
- Store materials away from the site entrance and principal access routes.

General Noise Control

- Prior to commencement of works an assessment will be made of the likely impact that noisy works may have upon the locality particularly residential areas.
- Where noisy works cannot be avoided an appointed person will liaise with local residents, third parties and the local authority at regular intervals and field any complaints or concerns.

Noise Control Strategy

- **Substitution**
Replace noisy plant or processes by less with less noisy alternatives or use pre-drilled or prefabricated materials. Use electric motors instead of combustion engines as power plants.
- **Location of Equipment**
Reduce noise by placing noisy operations away from sensitive areas; Use natural barriers where possible e.g. spoil heaps, fences or hills.
- **Use of Equipment**
Do not leave equipment idling when not in use, do not drop or throw materials, keep covers engaged, do not excessively rev plant and machinery, ensure correct maintenance of equipment and train operatives in correct use.
- **Personal Noise Exposure**
Where noise emissions are likely to exceed 80dB carry out a noise assessment and ensure that controls reduce noise levels to within legal limits. Use PPE as a last resort.

Waste Disposal

Storage & Separation of Waste

- Measures will be taken to ensure that any waste temporarily stored is safely secured. Skips should not be overloaded. Ensure that skips are located on stable ground and not liable to overturn or slide.
- The company will issue guidance as to the correct separation of waste materials to ensure that specified items (hazardous waste) is placed in special skips designated for purpose. Other controlled wastes such as fluorescent tubes, PCB's, refrigerant gases and asbestos will be removed by specialist hauler to licensed reprocessing units.

Removal of Waste

- The company will ensure that all duties are met in relation to the production of waste and relevant transfer as a duty of care. Documentation relating to waste transfer and licensed removal will be retained and special waste regulations observed where specified wastes are disposed off.

Water Pollution Control

- In planning the works precautions will be considered to ensure that harmful materials do not reach open or underground watercourses or adversely effect local flora and fauna.

Fuels & Oils

- All fuel and oil storage will be located in an impervious base or bund. The base and bund walls will be impermeable and of sufficient capacity to contain 110% of the volume of the tank or drum. Filling and refuelling will be strictly controlled and drip trays will contain any localised minor spillage or leakage during fuelling.
- All valves will be as resistant to unauthorised interference and vandalism so far as reasonably practicable and securely lock off when not in use.
- The content of drums and tanks will be clearly labelled in accordance with CHIPR.

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Project COSHH Risk Assessment		Portsmouth Demolition & Salvage Ltd
Product Name: Diesel Fuel Oil	Ref: 01	

Description of activity or process: <i>(including duration, frequency & quantity of substance)</i>	Filling plant and equipment with diesel fuel on a daily basis, from 5ltrs to in excess of 50ltrs
Substance identification & name of manufacture: <i>(ensure that a copy of the latest data sheet is attached to this risk assessment)</i>	Product Name: Diesel CAS No: 68334-30-5 EINECS No: 269-822-7

Product Classification:					
 ☐ Corrosive (to skin, eyes and/or metals)	 ☒ Other Health Hazards	 ☐ Oxidising Gasses, Liquids or Solids			
 ☒ Hazardous to Environment	 ☐ Explosives (incl some self-reactives)	 ☒ Severe Health Hazards			
 ☐ Gasses Under Pressure	 ☒ Flammable Materials	 ☐ Acute Toxicity			

Routes of Exposure:							
Skin	☒	Eyes	☒	Inhalation	☒	Ingestion	☒

Hazard Statement:	- H226: Flammable liquid and vapour. - H304: May be fatal if swallowed and enters airways - H315: Causes skin irritation. - H332: Harmful if inhaled. - H351: Suspected of causing cancer. - H373: May cause damage to organs through prolonged or repeated exposure. - H411: Toxic to aquatic life with long lasting effects.
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Risk Matrix: (likelihood x severity)	Likelihood	Severity		
		minor - 1	major -2	serious - 3
	low – 1	low 1	low 2	med 3
	medium -2	low 2	med 4	high 6
	high -3	med 3	high 6	high 9
	rating:	L1xS3=Med 3		

Person(s) at Risk:			
Employees	☒	Visitors	☐
Building Users	☐	Public	☐
Young Persons	☐		
Workplace Control Measures:	- Ensure that area has suitable ventilation. - Prevent from entering sewers or in the immediate environment. - Avoid sources of ignition. - Wear appropriate PPE. - Wash hands before breaks and at the end of work.		
Safety Phrases:	- S20/21: When using, do not eat, drink or smoke. - S24/25: Avoid contact with skin and eyes. - S36/37: Wear suitable protective clothing and gloves. - S43: In case of fire, use foam/dry powder/CO². Never use water jets. - S61: Avoid release in to the environment. - S62: If swallowed, do not induce vomiting: seek medical advice.		
Health Surveillance:	Yes	☐	No ☒
Personal Protective Equipment: (state type & standard)			
 ☐ Dust Mask  ☒ Gloves  ☐ Respirator  ☐ Footwear  ☐ Goggles  ☒ Overalls  ☐ Visor  ☐ Other Type & Standard of PPE: <i>Tightly fitting goggles EN166</i> <i>Solvent resisting protective clothing</i> <i>Solvent resisting gloves to EN374</i>			
First Aid & Emergency Procedures:	- Remove contaminated clothing and wash contaminated skin immediately with soap and water, thoroughly rinse. - Bathe eye with copious amounts of clean water. - Do not induce vomiting, place in recovery position. - Move to fresh air in case of accidental inhalation of vapours, if unconscious, check for breathing and raise alarm. - Clean-up by absorbing or pumping in to a suitable container, clean residual with absorbant material and place in secure container, remove any other contaminated items.		
Storage:	- Store in suitably designed tanks or containers. - Store away from sources of heat and ignition. - Store in a ventilated area.		
Disposal of Substances & Contaminated Containers:	Hazardous Waste ☐ Skip ☐ Return to Yard ☐ Return to Supplier ☐ Other ☐ <i>Refer to MSDS-01</i>		
Final Risk Rating:	Low	☒	Medium ☐ High ☐

Written By:

Lee Shirley

Date:

25-Aug-17

Review Date:

Following any significant change in the work process or substance

Project COSHH Risk Assessment		Portsmouth Demolition & Salvage Ltd
Product Name: Ring Free V.S Plus 15w/40 Engine Oil	Ref: 02	

Description of activity or process: <i>(including duration, frequency & quantity of substance)</i>	Engine oil for plant, equipment and vehicles
Substance identification & name of manufacture: <i>(ensure that a copy of the latest data sheet is attached to this risk assessment)</i>	Product Name: 15w/40 Engine Oil CAS No: 310-154-3; 272-028-3 EINECS No: Not stated

Product Classification:					
	☐ Corrosive (to skin, eyes and/or metals)		☒ Other Health Hazards		☐ Oxidising Gasses, Liquids or Solids
	☒ Hazardous to Environment		☐ Explosives (incl some self-reactives)		☐ Severe Health Hazards
	☐ Gasses Under Pressure		☐ Flammable Materials		☐ Acute Toxicity

Routes of Exposure:							
Skin	☒	Eyes	☒	Inhalation	☐	Ingestion	☒

Hazard Statement:	▪ H318: Causes serious eye damage. ▪ H315: Causes skin irritation. ▪ H412: Harmful to aquatic life with long lasting effects. ▪ H361: Suspected of damaging fertility. ▪ H411: Toxic to aquatic life with long lasting effects.
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Risk Matrix: <i>(likelihood x severity)</i>	Likelihood	Severity		
		minor - 1	major - 2	serious - 3
	low - 1	low 1	low 2	med 3
	medium - 2	low 2	med 4	high 6
	high - 3	med 3	high 6	high 9
	rating:	L1xS3=Med 3		

Person(s) at Risk:			
Employees	☒	Visitors	☐
Building Users	☐	Public	☐
Young Persons	☐		
Workplace Control Measures:	- Prevent from entering sewers or in the immediate environment. - Wear appropriate PPE. - Wash hands before breaks and at the end of work. - Keep away from sources of heat. - Use funnel or similar when pouring to avoid spillage.		
Safety Phrases:	S60: Material & container must be disposed of as hazardous waste.		
Health Surveillance:	Yes	☐	No ☒
Personal Protective Equipment: (state type & standard)			
 ☐ Dust Mask  ☒ Gloves  ☐ Respirator  ☐ Footwear  ☒ Goggles  ☒ Overalls  ☐ Visor  ☐ Other Type & Standard of PPE: <i>Tightly fitting goggles EN166</i> <i>Solvent resisting protective clothing</i> <i>Solvent resisting gloves to EN374</i>			
First Aid & Emergency Procedures:	- Remove contaminated clothing and wash contaminated skin immediately with soap and water, thoroughly rinse. - If ingested, do not induce vomiting and seek immediate medical attention. - Bathe eye with copious amounts of clean water and seek medical attention if symptoms continue. - Clean-up by absorbing or pumping in to a suitable container, clean residual with absorbant material and place in secure container, remove any other contaminated items. - Extinguish fire with foam, carbon dioxide, dry powder or water fog.		
Storage:	- Store in suitably designed tanks or containers. - Store away from sources of heat and ignition. - Store in a ventilated area.		
Disposal of Substances & Contaminated Containers:	Hazardous Waste ☒ Skip ☐ Return to Yard ☐ Return to Supplier ☐ Other ☐ <i>Refer to MSDS-02</i>		
Final Risk Rating:	Low	☒	Medium ☐ High ☐

Written By:

Lee Shirley

Date:

25-Aug-17

Review Date:

 Following any significant
change in the work
process or substance

Project COSHH Risk Assessment		Portsmouth Demolition & Salvage Ltd
Product Name: EP 80w/90 Gear Oil	Ref: 03	

Description of activity or process: (including duration, frequency & quantity of substance)	Gear oil for plant, equipment and vehicles
Substance identification & name of manufacture: (ensure that a copy of the latest data sheet is attached to this risk assessment)	Product Name: <i>EP 80w/90 Gear Oil</i> CAS No: <i>Not classified</i> EINECS No: <i>Not classified</i>

Product Classification:					
	☐ Corrosive (to skin, eyes and/or metals)		☒ Other Health Hazards		☐ Oxidising Gasses, Liquids or Solids
	☒ Hazardous to Environment		☐ Explosives (incl some self-reactives)		☐ Severe Health Hazards
	☐ Gasses Under Pressure		☐ Flammable Materials		☐ Acute Toxicity

Routes of Exposure:							
Skin	☒	Eyes	☒	Inhalation	☐	Ingestion	☒

Hazard Statement:	- H314: Causes severe skin burns and eye damage. - H330: Fatal if inhaled. - H301: Harmful if swallowed. - H317: May cause an allergic skin reaction. - H373: May cause damage to organs through prolonged or repeated exposure. - H412: Harmful to aquatic life with long lasting effects. - H411: Toxic to aquatic life with long lasting effects.
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Risk Matrix: (likelihood x severity)	Likelihood	Severity		
		minor - 1	major -2	serious - 3
	low – 1	low 1	low 2	med 3
	medium -2	low 2	med 4	high 6
	high -3	med 3	high 6	high 9
	rating:	<i>L1xS3=Med 3</i>		

Person(s) at Risk:			
Employees	☒	Visitors	☐
Building Users	☐	Public	☐
Young Persons	☐		
Workplace Control Measures:	- Prevent from entering sewers or in the immediate environment. - Wear appropriate PPE. - Wash hands before breaks and at the end of work. - Keep away from sources of heat. - Use funnel or spout when pouring to avoid spillage.		
Safety Phrases:	Not listed.		
Health Surveillance:	Yes ☐ No ☒		
Personal Protective Equipment: (state type & standard)			
 ☐ Dust Mask  ☒ Gloves  ☐ Respirator  ☐ Footwear  ☒ Goggles  ☒ Overalls  ☐ Visor  ☐ Other Type & Standard of PPE: <i>Tightly fitting goggles EN166</i> <i>Solvent resisting protective clothing</i> <i>Solvent resisting gloves to EN374</i>			
First Aid & Emergency Procedures:	- Remove contaminated clothing and wash contaminated skin immediately with soap and water, thoroughly rinse. - If inhaled, remove person to fresh air and seek medical assistance if discomfort continues. - If ingested, do not induce vomiting and seek immediate medical attention. - Bathe eye with copious amounts of clean water and seek medical attention if symptoms continue. - Clean-up by absorbing or pumping in to a suitable container, clean residual with absorbant material and place in secure container, remove any other contaminated items. - Extinguish fire with foam, carbon dioxide, dry powder or water fog.		
Storage:	- Store in suitably designed tanks or containers. - Store away from sources of heat and ignition. - Store in a ventilated area.		
Disposal of Substances & Contaminated Containers:	Hazardous Waste ☒ Skip ☐ Return to Yard ☐ Return to Supplier ☐ Other ☐ Refer to MSDS-03		
Final Risk Rating:	Low ☒	Medium ☐	High ☐

Written By:

Lee Shirley

Date:

25-Aug-17

Review Date:

Following any significant change in the work process or substance

Project COSHH Risk Assessment		Portsmouth Demolition & Salvage Ltd
Product Name: Universal Hydraulic Oil	Ref: 04	

Description of activity or process: <i>(including duration, frequency & quantity of substance)</i>	Hydraulic oil for plant and equipment
Substance identification & name of manufacture: <i>(ensure that a copy of the latest data sheet is attached to this risk assessment)</i>	Product Name: EP 80w/90 Gear Oil CAS No: 4259-15-8 EINECS No: 224-235-5

Product Classification:					
	☐ Corrosive (to skin, eyes and/or metals)		☒ Other Health Hazards		☐ Oxidising Gasses, Liquids or Solids
	☒ Hazardous to Environment		☐ Explosives (incl some self-reactives)		☐ Severe Health Hazards
	☐ Gasses Under Pressure		☐ Flammable Materials		☐ Acute Toxicity

Routes of Exposure:							
Skin	☒	Eyes	☒	Inhalation	☒	Ingestion	☒

Hazard Statement:	- H318: Causes serious eye damage. - H411: Toxic to aquatic life with long lasting effects.
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Risk Matrix: <i>(likelihood x severity)</i>	Likelihood	Severity		
		minor - 1	major - 2	serious - 3
	low - 1	low 1	low 2	med 3
	medium - 2	low 2	med 4	high 6
	high - 3	med 3	high 6	high 9
	rating:	L1xS3=Med 3		

Person(s) at Risk:			
Employees	☒	Visitors	☐
Building Users	☐	Public	☐
Young Persons	☐		
Workplace Control Measures:	- Prevent from entering sewers or in the immediate environment. - Wear appropriate PPE. - Use barrier creams. - Wash hands before breaks and at the end of work. - Keep away from sources of heat. - Pour with funnel or spout to avoid spillage.		
Safety Phrases:	Not listed.		
Health Surveillance:	Yes	☐	No ☒
Personal Protective Equipment: (state type & standard)			
 ☐ Dust Mask  ☒ Gloves  ☐ Respirator  ☐ Footwear  ☒ Goggles  ☒ Overalls  ☐ Visor  ☐ Other Type & Standard of PPE: <i>Tightly fitting goggles EN166</i> <i>Solvent resisting protective clothing</i> <i>Solvent resisting gloves to EN374</i>			
First Aid & Emergency Procedures:	- Remove contaminated clothing and wash contaminated skin immediately with soap and water, thoroughly rinse. - If inhaled, remove person to fresh air and seek medical assistance if discomfort continues. - If ingested, do not induce vomiting and seek immediate medical attention. - Bathe eye with copious amounts of clean water and seek medical attention if symptoms continue. - Clean-up by absorbing or pumping in to a suitable container, clean residual with absorbant material and place in secure container, remove any other contaminated items. - Extinguish fire with foam, carbon dioxide, dry powder or water fog.		
Storage:	- Store in suitably designed tanks or containers. - Store away from sources of heat and ignition. - Store in a ventilated area.		
Disposal of Substances & Contaminated Containers:	Hazardous Waste ☒ Skip ☐ Return to Yard ☐ Return to Supplier ☐ Other ☐ <i>Refer to MSDS-04</i>		
Final Risk Rating:	Low	☒	Medium ☐ High ☐

Written By:

Lee Shirley

Date:

25-Aug-17

Review Date:

Following any significant change in the work process or substance

Project COSHH Risk Assessment		Portsmouth Demolition & Salvage Ltd
Product Name: Grease	Ref: 05	

Description of activity or process: <i>(including duration, frequency & quantity of substance)</i>	Lubricant for plant and equipment
Substance identification & name of manufacture: <i>(ensure that a copy of the latest data sheet is attached to this risk assessment)</i>	Product Name: Grease CAS No: 68649-42-3 EINECS No: Not classified

Product Classification:					
 ☐ Corrosive <i>(to skin, eyes and/or metals)</i>	 ☐ Other Health Hazards	 ☐ Oxidising Gasses, Liquids or Solids			
 ☐ Hazardous to Environment	 ☐ Explosives <i>(incl some self-reactives)</i>	 ☐ Severe Health Hazards			
 ☐ Gasses Under Pressure	 ☐ Flammable Materials	 ☐ Acute Toxicity			

Routes of Exposure:			
Skin	☒	Eyes	☒
Inhalation	☐	Ingestion	☐

Hazard Statement:	- H319: Causes serious eye irritation. - H411: Toxic to aquatic life with long lasting effects.
--------------------------	--

Risk Matrix: <i>(likelihood x severity)</i>	Likelihood	Severity		
		minor - 1	major -2	serious - 3
	low – 1	low 1	low 2	med 3
	medium -2	low 2	med 4	high 6
	high -3	med 3	high 6	high 9
	rating:	L1xS3=Med 3		

Person(s) at Risk:			
Employees	☒	Visitors	☐
Building Users	☐	Public	☐
Young Persons	☐		
Workplace Control Measures:	- Prevent from entering sewers or in the immediate environment. - Wear appropriate PPE. - Use barrier creams. - Wash hands before breaks and at the end of work. - Keep away from sources of heat.		
Safety Phrases:	Not listed.		
Health Surveillance:	Yes	☐	No ☒
Personal Protective Equipment: (state type & standard)			
 ☐ Dust Mask  ☒ Gloves  ☐ Respirator  ☐ Footwear  ☒ Goggles  ☐ Overalls  ☐ Visor  ☐ Other Type & Standard of PPE: <i>Tightly fitting goggles EN166 if risk of splashing PVC gloves</i>			
First Aid & Emergency Procedures:	- Bathe eye with copious amounts of clean water and seek medical attention if symptoms continue. - Repeated contact may cause serious skin diseases such as dermatitis and skin cancer. - Extinguish fire with foam, carbon dioxide, dry powder or water fog.		
Storage:	- Store in suitably designed tanks or containers. - Store away from sources of heat and ignition. - Store in a ventilated area.		
Disposal of Substances & Contaminated Containers:	Hazardous Waste ☐ Skip ☐ Return to Yard ☒ Return to Supplier ☐ Other ☐		
Final Risk Rating:	Low	☒	Medium ☐ High ☐

Written By:

Lee Shirley

Date:

25-Aug-17

Review Date:

Following any significant
change in the work
process or substance

Project COSHH Risk Assessment		Portsmouth Demolition & Salvage Ltd
Product Name: Antifreeze	Ref: 06	

Description of activity or process: <i>(including duration, frequency & quantity of substance)</i>	Antifreeze for plant and vehicles
Substance identification & name of manufacture: <i>(ensure that a copy of the latest data sheet is attached to this risk assessment)</i>	Product Name: Antifreeze CAS No: 107-21-1 EINECS No: 203-473-3

Product Classification:					
	☐ Corrosive (to skin, eyes and/or metals)		☒ Other Health Hazards		☐ Oxidising Gasses, Liquids or Solids
	☐ Hazardous to Environment		☐ Explosives (incl some self-reactives)		☒ Severe Health Hazards
	☐ Gasses Under Pressure		☐ Flammable Materials		☐ Acute Toxicity

Routes of Exposure:							
Skin	☒	Eyes	☒	Inhalation	☒	Ingestion	☒

Hazard Statement:	- H302: Harmful if swallowed. - H373: May cause damage to organs through prolonged or repeated exposure.
--------------------------	---

Risk Matrix: (likelihood x severity)	Likelihood	Severity		
		minor - 1	major -2	serious - 3
	low – 1	low 1	low 2	med 3
	medium - 2	low 2	med 4	high 6
	high -3	med 3	high 6	high 9
	rating:	L2xS2=Med 4		

Person(s) at Risk:			
Employees	☒	Visitors	☐
Building Users	☐	Public	☐
Young Persons	☐		
Workplace Control Measures:	- Prevent from entering sewers or in the immediate environment. - Wear appropriate PPE. - Use barrier creams. - Wash hands before breaks and at the end of work. - Keep away from sources of heat. - Avoid spilling by using funnels etc.		
Safety Phrases:	S46: If swallowed, seek medical advice immediately and show the label or this COSHH assessment		
Health Surveillance:	Yes	☐	No ☒
Personal Protective Equipment: (state type & standard)			
 ☐ Dust Mask  ☒ Gloves  ☐ Respirator  ☐ Footwear  ☒ Goggles  ☒ Overalls  ☐ Visor  ☐ Other Type & Standard of PPE: <i>Tightly fitting goggles EN166 if risk of splashing PVC, neoprene, butyl or nitrile gloves</i>			
First Aid & Emergency Procedures:	- Bathe eye with copious amounts of clean water and seek medical attention if symptoms continue. - Wash out mouth with water, do not induce vomiting, if conscious, give half a litre of water to drink immediately and transfer to hospital as soon as possible. - If inhaled, removed casualty from exposure. - Extinguish fire with dry chemical, foam or carbon dioxide. - If spilt, absorb into dry earth or sand and collect into a container for disposal. - Omits toxic fumes in combustion.		
Storage:	- Store in suitably designed tanks or containers. - Store away from sources of heat and ignition. - Store in a ventilated area.		
Disposal of Substances & Contaminated Containers:	Hazardous Waste ☐ Skip ☐ Return to Yard ☒ Return to Supplier ☐ Other ☐		
Final Risk Rating:	Low	☒	Medium ☐ High ☐

Written By:

Lee Shirley

Date:

25-Aug-17

Review Date:

Following any significant change in the work process or substance

Project COSHH Risk Assessment		Portsmouth Demolition & Salvage Ltd
Product Name: Respirable Crystalline Silica (RCS)	Ref: 07	

Description of activity or process: <i>(including duration, frequency & quantity of substance)</i>	Respirable dust produced from the demolition of structures containing a variety of products, such as bricks, mortar, tiles, concrete and sand.
Substance identification & name of manufacture: <i>(ensure that a copy of the latest data sheet is attached to this risk assessment)</i>	Product Name: N/A CAS No: EINECS No:

Product Classification:					
 ☐ Corrosive (to skin, eyes and/or metals)	 ☐ Other Health Hazards	 ☐ Oxidising Gasses, Liquids or Solids			
 ☐ Hazardous to Environment	 ☐ Explosives (incl some self-reactives)	 ☒ Severe Health Hazards			
 ☐ Gasses Under Pressure	 ☐ Flammable Materials	 ☐ Acute Toxicity			

Routes of Exposure:							
Skin	☒	Eyes	☒	Inhalation	☒	Ingestion	☒

Hazard Statement:	▪ Causes severe lung diseases such as Silicosis, Lung Cancer & COPD			
Risk Matrix: (likelihood x severity)	Likelihood	Severity		
		minor - 1	major -2	serious - 3
	low – 1	low 1	low 2	med 3
	medium -2	low 2	med 4	high 6
	high -3	med 3	high 6	high 9
	rating:	L3xS3=High 9		

Person(s) at Risk:			
Employees	☒	Visitors	☒
Building Users	☐	Public	☒
Young Persons	☒		
Workplace Control Measures:	- Avoid the production of dust by considering the means of demolition. - Use local exhaust ventilation when cutting or grinding etc. - Use water suppression. - Operatives and visitors to wear correctly fitted P3 respirator and be face fit tested. - Respirators are to be regularly changed. - Operatives are to be notified of the severe health hazards that RCS poses. - Do not dry sweep. - Do not use compressed air to move or dissipate dust.		
Safety Phrases:	Not applicable.		
Health Surveillance:	Yes	☒	No ☐
Personal Protective Equipment: (state type & standard)			
 ☐ Dust Mask  ☒ Gloves  ☒ Respirator  ☒ Footwear  ☒ Goggles  ☒ Overalls  ☐ Visor  ☐ Other			
Type & Standard of PPE: <i>Goggles EN166</i> <i>P3 Respirator</i>			
First Aid & Emergency Procedures:	- Remove casualty from affected area and seek medical advice if symptoms persist. - Wash out eyes with copious amounts of water. - Clean up using suction or wet sweeping. - Health surveillance may be required for those exposed to RCS.		
Storage:	Keep stock piles wet to prevent spread of dust.		
Disposal of Substances & Contaminated Containers:	Hazardous Waste ☐ Skip ☐ Return to Yard ☐ Return to Supplier ☐ Other ☐		
Final Risk Rating:	Low	☐	Medium ☒
			High ☐

Written By:

Lee Shirley

Date:

25-Aug-17

Review Date:

Following any significant change in the work process or substance

Project COSHH Risk Assessment		Portsmouth Demolition & Salvage Ltd
Product Name: Petrol	Ref: 08	

Description of activity or process: <i>(including duration, frequency & quantity of substance)</i>	Fuel for small plant and equipment.
Substance identification & name of manufacture: <i>(ensure that a copy of the latest data sheet is attached to this risk assessment)</i>	Product Name: Unleaded petrol

Product Classification:					
	☐ Corrosive (to skin, eyes and/or metals)		☒ Other Health Hazards		☐ Oxidising Gasses, Liquids or Solids
	☒ Hazardous to Environment		☐ Explosives (incl some self-reactives)		☒ Severe Health Hazards
	☐ Gasses Under Pressure		☒ Flammable Materials		☐ Acute Toxicity

Routes of Exposure:							
Skin	☒	Eyes	☒	Inhalation	☒	Ingestion	☒

Hazard Statement:	▪ H304: May be fatal if swallowed and enters airways ▪ H226: Flammable liquid and vapour ▪ H315: Causes skin irritation ▪ H320: Causes eye irritation ▪ H372: Causes damage to organs through prolonged or repeated exposure
--------------------------	--

Risk Matrix: (likelihood x severity)	Likelihood	Severity		
		minor - 1	major -2	serious - 3
	low – 1	low 1	low 2	med 3
	medium -2	low 2	med 4	high 6
	high -3	med 3	high 6	high 9
	rating:	L3xS3=High 9		

Person(s) at Risk:			
Employees	☒	Visitors	☒
Building Users	☒	Public	☒
Young Persons	☒		
Workplace Control Measures:	- Only dispense fuel to equipment in external locations - Prevent from entering sewers or in the immediate environment - Avoid sources of ignition - Wear nitrile gloves - Wash hands before breaks and at the end of work - Use spout to dispense petrol to equipment - Unsure machine is cold prior to filling with fuel - Promptly clean up any spillages with absorbent material, double bag waste and dispose of hazardous waste - Always have Class B extinguisher to hand when dispensing fuel		
Health Surveillance:	Yes ☐ No ☒		
Personal Protective Equipment: (state type & standard)			
	☐ Dust Mask		☒ Gloves
	☐ Respirator		☐ Footwear
	☐ Goggles		☒ Overalls
	☐ Visor		☐ Other
Type & Standard of PPE: Solvent resisting gloves to EN374			
First Aid & Emergency Procedures:	- Inhalation: If inhaled, remove to fresh air. If not breathing, give artificial respiration. If breathing is difficult, give oxygen. Seek medical attention immediately - Skin contact: In case of contact, immediately flush skin with plenty of water. Take off contaminated clothing and shoes immediately. Wash contaminated clothing before re-use. Contaminated leather, particularly footwear, must be discarded - Note that contaminated clothing may be a fire hazard. Seek medical advice if symptoms persist or develop - Eye contact: Remove contact lenses. Rinse immediately with plenty of water, also under the eyelids, for at least 15 minutes. Seek medical advice if symptoms persist or develop - Ingestion: Do NOT induce vomiting. Never give anything by mouth to an unconscious person. Obtain medical attention - Class B extinguishers can be used for small fires – in the event of a fire, immediately raise the alarm and if trained to do so, attempt to extinguish only small fires, i.e., waste bin size - Evacuate area if fire has not been extinguished		
Storage:	- Store in suitably designed tanks or containers (5ltrs) - Store away from sources of heat and ignition - Store in a ventilated area		
Disposal of Substances & Contaminated Containers:	Hazardous Waste ☒ Skip ☐ Return to Yard ☐ Return to Supplier ☐ Other ☐ Refer to MSDS-08		
Final Risk Rating:	Low ☐	Medium ☒	High ☐

Written By:

Lee Shirley

Date:

18-Oct-17

Review Date:

 Following any significant
change in the work
process or substance

Five: Health & Safety Policy

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GENERAL STATEMENT ON QUALITY MANAGEMENT

The Directors of Portsmouth Demolition and Salvage Ltd recognise that the quality of our service and project delivery is essential to success in business and the Company is committed to meeting customer's quality requirements.

We also recognise that it is uneconomic for The Clients to revisit inadequate or poorly designed and constructed work and therefore we strive to achieve a positive quality culture. To achieve this hope to engage with Clients, consultants and other stakeholders to ensure we maximise added value in our service and produce the desired quality of service and finish every time. Everyone within the organisation is responsible for the quality of their work and quality must be the prime objective of all Management.

In order to achieve this, Portsmouth Demolition & Salvage Ltd will establish effective and consistent systems to ensure adequate Quality Management that will include:-

- Timely delivery of projects which are of a consistent quality and in compliance with customer specification / contract requirements and design objectives.
- Compliance with relevant regulatory and statutory industrial standards in areas such as health & safety and environmental protection.
- The identification of quality problems and suitable corrective action to improve the effectiveness of the Management System.
- Minimising waste and misuse of resources, in terms of personnel, materials and time.
- Quality Improvement - in the form of regular reviews and discussion at management level.
- Enhancement of the Company's reputation through "word of mouth" and demonstrable project delivery.

The Company recognises the importance of its employees in achieving its business aims and therefore operates a vetting systems and ongoing training needs analysis, to ensure that the necessary skills and motivation, exist at all levels in order to meet the Company's policy objectives.

Your contact for quality issues is Arthur Meakin

Signed



Date 16th February 2017

Arthur Meakin

Company Director

Health & Safety Policy Statement

Introduction

The company is committed to attaining the highest standards of Health, Safety and Welfare for its employees, sub-contractors and those who may be affected by its undertaking. We believe that this is only achievable by the active promotion of a positive safety culture throughout the organisation. We consider that there is no other function more important than the effective and reasonable management of Health, Safety and Welfare.

General Policy Statement

It is the Policy of The company "as far as is reasonably practicable" to:

- Ensure the Health, Safety and Welfare at work of all our employees, sub-contractors and others that may be affected by our work, in accordance with our statutory and legal obligations under the HASAWA 1974 and associated legislation.
- Ensure that we make adequate provision for resources to manage our Health & Safety obligations including, personnel, expertise, equipment and finances.
- Provide our employees with sufficient information and training to enable them to carry out their duties in an efficient and safe manner.
- Provide suitable and appropriate equipment and facilities to ensure the on-going safety and health of our employees.
- Seek to continually improve our Health, Safety and Welfare performance.
- Implement an on-going system of monitoring and review to improve on established policies and procedures and general performance.
- Make Health, Safety and Welfare an integral part of the Management of the company.
- Provide all employees with the facility to enable them to consult with the Management.
- Implement, Sustain and develop this revised policy through the implementation of the Health, Safety and Welfare Procedures contained within.
- Review this Policy periodically.

Signed



(Director)

Date: 16th February 2017

Health & Safety is an integral part of company management and to this end the company is organised to ensure that people are managed and consulted at all levels of the business from Site Operatives to the Managing Director.

Communication

Portsmouth Demolition and Salvage is committed to including employees in the development of the business and Health & Safety is an important element of this on-going process. Each employee attends a considerable amount of training and direct communication from our site foreman. In addition to this the company will undertake regular management and team meetings. During these meetings Health & safety will be a key agenda item ensuring that all employees have plenty of opportunity to raise concerns.

Workplace inductions and communication sessions will also be carried out and will include relevant Health & safety information based on site specific risk assessments and method statements.

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Six: Certification

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To Whom It May Concern

30th October 2017

Verification of Insurances

We act as Insurance Brokers to the below mentioned organisation and are pleased to detail those Insurances that we have arranged on their behalf.

Insured: **Portsmouth Demolition & Salvage Ltd**
Address: **419 Victory Business Centre, Somers Road, Portsmouth, PO1 1PJ**
Occupation: **Demolition Contractors including Non-Notifiable Asbestos**

Employers Liability

Renewal Date: 5th November 2018
Insurer: Liberty @ Lloyds
Policy Number: B1903202150118
Limit of Indemnity: £10,000,000 any one occurrence
Subject To: Standard Policy Wording

Public and Products Liability

Renewal Date: 5th November 2018
Insurer: Liberty @ Lloyds / Tokio Marine Kiln
Policy Number: B1903202150118 / TBC
Limit of Indemnity: £10,000,000 any one occurrence & in the aggregate for Products Liability
Subject To: £2,500 Excess Each & Every Loss
Explosives Exclusion / Ball & Chain / One Drop Demolition
Exclusion (as per wording)
Non-Notifiable Asbestos Extension (£5M)

Contractors All Risks

Renewal Date: 5th November 2018
Insurer: Allianz
Policy Number: TBC
Contract Works: £1,300,000 Any One Contract / 12 Months
Hired In Plant: £80,000 Any One Item
Subject To: £1,000 Policy Excess Each & Every Claim increased to £2,500 in respect of Theft & Malicious Damage

Professional Indemnity

Renewal Date: 17th June 2018
Insurer: HCC
Policy Number: PI15F715481
Limit of Indemnity: £5,000,000 Any One Claim & In The Aggregate incl Defence Costs
Asbestos & Pollution: Included £500,000 Inner Limit
Subject To: £10,000 Policy Excess, Does Not Apply to Defence Costs

The above is a summary only and reference should be made to the policy document for the exact wording.

This document is issued to you as a matter of information only. The issuance of this document does not make the person or organisation to whom it has been issued an additional assured, nor does it modify in any manner the contract of Insurance between the Assured and the Underwriters. Any amendments, change or extension of such contract can only be effected by specific endorsement attached thereto. Should the above mentioned contract of Insurance be cancelled, assigned or changed during the above Policy period in such manner as to affect this document, no obligation to inform the holder of this document is accepted by the undersigned Insurance Brokers.

Signed



BQI Group Ltd
E&O



CONTRACTORS HEALTH & SAFETY ASSESSMENT SCHEME

Certification Mark
www.chas.co.uk

Assessment Scheme

Certificate of Accreditation

This is to certify that

**Portsmouth Demolition & Salvage
Ltd**

is accredited within the Contractors Health
and Safety Assessment Scheme (CHAS)
having demonstrated compliance with and
sound management of current basic health
and safety legislation.

Valid until: 22/02/2018

Working in partnership with business



020 8545 3838 – ☎ to verify
www.chas.co.uk



Constructionline

Part of Capita plc

Certificate of membership

Portsmouth Demolition & Salvage Ltd

Registration No: **144946**

Expiry Date: **March 2018**

This certifies that the firm named above has met pre-qualification requirements appropriate to public and private sector procurement. Approved work categories with corresponding notation values, specialisms or categories as applicable are listed on a schedule attached to this certificate.

John Edmunds
Managing Director

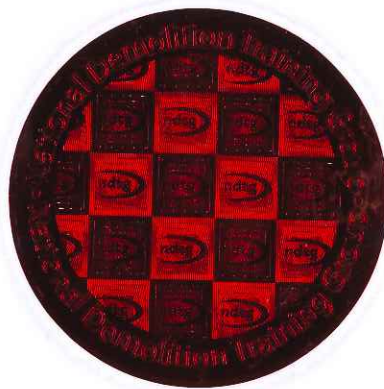


This Company

Portsmouth Demolition and Salvage Ltd

Has met the conditions for Membership of the
National Demolition Training Group
Independent Training Forum

Date of Expiry: 31st December 2017



A handwritten signature in black ink, appearing to read 'Will Stair'.



Chairman
National Demolition Training Group



This is to certify that the Health & Safety documentation supplied by
Portsmouth Demolition & Salvage Ltd

has been checked by Safety Management Advisory Services Limited
and the Company named above has been awarded a

Worksafe Contractor Membership Certificate

as a

Contractor

The process followed the SSIP Core Criteria, evaluating
the designated elements of Health and Safety Management documentation



SMAS Verification

22/02/2017

Certificate expiry date

22/02/2018

Certificate Number

56262

Directors Signature

Joe Laverick

Safety Management Advisory Services Limited is a full Member of the SSIP scheme

To check the validity of this certificate please contact Safety Management Advisory Services Ltd (SMAS):

tel 01752 697370 or email info@smasltd.com

SMAS Ltd, Office 42A Estover Close, Forrester's Business Park, Estover, Plymouth, PL6 7PL Website: www.smasltd.com

SMAS operates two NATIONAL H&S ASSESSMENT SCHEMES: WORKSAFE CONTRACTOR and WORKSAFE CONSULTANT www.smasltd.com

The Safety Schemes in Procurement Forum (SSIP) is an umbrella organization to facilitate mutual recognition
between health and safety pre-qualification schemes wherever it is practicable to do so

[Back](#)<https://www.wastecarriersregistration.service.gov.uk/user/568cfd8b7763726d3fcc0900/registrations?locale=en>

Certificate of Registration under the Waste (England and Wales) Regulations 2011

Regulation authority

Name



Address

National Customer Service Centre
99 Parkway Avenue
Sheffield
S9 4WF

Telephone number

03708 506506

The Environment Agency certify that the following information is entered in the register which they maintain under regulation 28 of the Waste (England and Wales) Regulations 2011.

Carriers details

Name of registered carrier

Portsmouth Demolition & Salvage Limited

Registered as

an upper tier waste carrier

Registration number

CBDU81110

Address of place of business

Portsmouth Demolition & Salvage Limited
PORTSMOUTH DEMOLITION & SALVAGE LTD
SOMERS ROAD NORTH
PORTSMOUTH
PO1 1PJ

Telephone number

02392439168

Date of registration

Wednesday 6th January 2016

Expiry date of registration (unless revoked)

Monday 28th January 2019

Seven: Site Forms

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Health & Safety Plan, inclusive of Method Statement & Risk Assessment

I have read a copy of the Health and Safety Plan, Method Statement and Risk Assessment for this contract and I fully understand its contents.

Employee's Name	Signature	Date

Health & Safety Plan, inclusive of Method Statement & Risk Assessment

I have read a copy of the Health and Safety Plan, Method Statement and Risk Assessment for this contract and I fully understand its contents.

Employee's Name	Signature	Date

Site Induction Register

Site Address:

[illegible]

Site Induction Register

Site Address:

[illegible]

Personal Protective Equipment Register

Operative: _____

Site: _____

[illegible]

Site Register

[illegible]

Site Register

[illegible]

Toolbox Talk Attendance Form

Site	Location	Instructor
------	----------	------------

Date	Toolbox Talk Topic
------	--------------------

Sign-in sheet

[illegible]

Toolbox Talk Attendance Form

Site	Location	Instructor
------	----------	------------

Date	Toolbox Talk Topic
------	--------------------

Sign-in sheet

[illegible]

PORTSMOUTH DEMOLITION & SALVAGE LIMITED

EXCAVATOR DAILY LOG

Machine Serial Number:.....

Operator.....Site.....

Start Time.....Finish Time.....Date.....

Fluid Levels	OK	Topped up	Fluid Levels	OK	Topped up
Fuel Level			Radiator level		
Engine oil level			Transmission		
Hydraulic oil level			Fluid leaks		

Comments on above.....

.....

INSPECTION LIST	PASS	FAIL	COMMENTS Use rear if required
Air Conditioning			COMMENTS
Bucket Teeth/Pins			COMMENTS
Fire Extinguisher			COMMENTS
First Aid Kit			COMMENTS
Grease lines/pins			COMMENTS
Hand Rails/Door Handle			COMMENTS
Horn			COMMENTS
Hydraulic Hoses			COMMENTS
Lights			COMMENTS
Mirrors			COMMENTS
Panel Damage			COMMENTS
Radiator/Hoses			COMMENTS
Seat/Seat Belts			COMMENTS
Slew Motor Oil			COMMENTS
Tracks/Chains etc			COMMENTS
Windows/Wipers			COMMENTS

PORTSMOUTH DEMOLITION & SALVAGE LIMITED

EXCAVATOR DAILY LOG

Machine Serial Number:.....

Operator.....Site.....

Start Time.....Finish Time.....Date.....

Fluid Levels	OK	Topped up	Fluid Levels	OK	Topped up
Fuel Level			Radiator level		
Engine oil level			Transmission		
Hydraulic oil level			Fluid leaks		

Comments on above.....

.....

INSPECTION LIST	PASS	FAIL	COMMENTS Use rear if required
Air Conditioning			COMMENTS
Bucket Teeth/Pins			COMMENTS
Fire Extinguisher			COMMENTS
First Aid Kit			COMMENTS
Grease lines/pins			COMMENTS
Hand Rails/Door Handle			COMMENTS
Horn			COMMENTS
Hydraulic Hoses			COMMENTS
Lights			COMMENTS
Mirrors			COMMENTS
Panel Damage			COMMENTS
Radiator/Hoses			COMMENTS
Seat/Seat Belts			COMMENTS
Slew Motor Oil			COMMENTS
Tracks/Chains etc			COMMENTS
Windows/Wipers			COMMENTS

PORTSMOUTH DEMOLITION & SALVAGE LIMITED

EXCAVATOR DAILY LOG

Machine Serial Number:.....

Operator.....Site.....

Start Time.....Finish Time.....Date.....

Fluid Levels	OK	Topped up	Fluid Levels	OK	Topped up
Fuel Level			Radiator level		
Engine oil level			Transmission		
Hydraulic oil level			Fluid leaks		

Comments on above.....

.....

INSPECTION LIST	PASS	FAIL	COMMENTS Use rear if required
Air Conditioning			COMMENTS
Bucket Teeth/Pins			COMMENTS
Fire Extinguisher			COMMENTS
First Aid Kit			COMMENTS
Grease lines/pins			COMMENTS
Hand Rails/Door Handle			COMMENTS
Horn			COMMENTS
Hydraulic Hoses			COMMENTS
Lights			COMMENTS
Mirrors			COMMENTS
Panel Damage			COMMENTS
Radiator/Hoses			COMMENTS
Seat/Seat Belts			COMMENTS
Slew Motor Oil			COMMENTS
Tracks/Chains etc			COMMENTS
Windows/Wipers			COMMENTS

PORTSMOUTH DEMOLITION & SALVAGE LIMITED

EXCAVATOR DAILY LOG

Machine Serial Number:.....

Operator.....Site.....

Start Time.....Finish Time.....Date.....

Fluid Levels	OK	Topped up	Fluid Levels	OK	Topped up
Fuel Level			Radiator level		
Engine oil level			Transmission		
Hydraulic oil level			Fluid leaks		

Comments on above.....

.....

INSPECTION LIST	PASS	FAIL	COMMENTS Use rear if required
Air Conditioning			COMMENTS
Bucket Teeth/Pins			COMMENTS
Fire Extinguisher			COMMENTS
First Aid Kit			COMMENTS
Grease lines/pins			COMMENTS
Hand Rails/Door Handle			COMMENTS
Horn			COMMENTS
Hydraulic Hoses			COMMENTS
Lights			COMMENTS
Mirrors			COMMENTS
Panel Damage			COMMENTS
Radiator/Hoses			COMMENTS
Seat/Seat Belts			COMMENTS
Slew Motor Oil			COMMENTS
Tracks/Chains etc			COMMENTS
Windows/Wipers			COMMENTS

PORTSMOUTH DEMOLITION & SALVAGE LIMITED

EXCAVATOR DAILY LOG

Machine Serial Number:.....

Operator.....Site.....

Start Time.....Finish Time.....Date.....

Fluid Levels	OK	Topped up	Fluid Levels	OK	Topped up
Fuel Level			Radiator level		
Engine oil level			Transmission		
Hydraulic oil level			Fluid leaks		

Comments on above.....

.....

INSPECTION LIST	PASS	FAIL	COMMENTS Use rear if required
Air Conditioning			COMMENTS
Bucket Teeth/Pins			COMMENTS
Fire Extinguisher			COMMENTS
First Aid Kit			COMMENTS
Grease lines/pins			COMMENTS
Hand Rails/Door Handle			COMMENTS
Horn			COMMENTS
Hydraulic Hoses			COMMENTS
Lights			COMMENTS
Mirrors			COMMENTS
Panel Damage			COMMENTS
Radiator/Hoses			COMMENTS
Seat/Seat Belts			COMMENTS
Slew Motor Oil			COMMENTS
Tracks/Chains etc			COMMENTS
Windows/Wipers			COMMENTS

PORTSMOUTH DEMOLITION & SALVAGE LIMITED

EXCAVATOR DAILY LOG

Machine Serial Number:.....

Operator.....Site.....

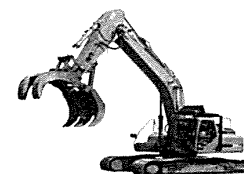
Start Time.....Finish Time.....Date.....

Fluid Levels	OK	Topped up	Fluid Levels	OK	Topped up
Fuel Level			Radiator level		
Engine oil level			Transmission		
Hydraulic oil level			Fluid leaks		

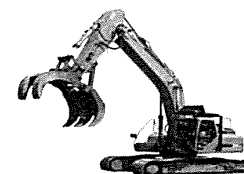
Comments on above.....

.....

INSPECTION LIST	PASS	FAIL	COMMENTS Use rear if required
Air Conditioning			COMMENTS
Bucket Teeth/Pins			COMMENTS
Fire Extinguisher			COMMENTS
First Aid Kit			COMMENTS
Grease lines/pins			COMMENTS
Hand Rails/Door Handle			COMMENTS
Horn			COMMENTS
Hydraulic Hoses			COMMENTS
Lights			COMMENTS
Mirrors			COMMENTS
Panel Damage			COMMENTS
Radiator/Hoses			COMMENTS
Seat/Seat Belts			COMMENTS
Slew Motor Oil			COMMENTS
Tracks/Chains etc			COMMENTS
Windows/Wipers			COMMENTS

**HAND ARM VIBRATION REGISTER – SITE:**

[illegible]

**HAND ARM VIBRATION REGISTER – SITE:**

[illegible]

Operative Name		Site		Job Number		Week Commencing	
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Operatives Signature	Day Worked	Date Worked	Job Category (Type)	Material / Product (Type)	Asbestos Type (Colour)	Shift Worked	Monitoring Carried Out	PPE / RPE Worn	Exposure Hours Total
	Monday								
	Tuesday								
	Wednesday								
	Thursday								
	Friday								
	Saturday								
	Sunday								

KEY	Code	Job Category (Type)	Code	Material / Product (Type)	Code	Asbestos Type/Colour	Code	Shift Worked	Code	Monitoring Carried Out	Code	PPE/RPE Worn
	1	Removal (Cold cutting/Cropping)	A	Roof Coverings Corrugated	W	White	D	Day	P	Personal	HM	Half mask
	2	Removal (Using Hand Tools)	B	Roof Coverings Tile	BR	Brown	N	Night	B	Back Ground	DR	Disposable Mask
	3	Mechanical /Remote Removal	C	Rain Water Goods	BL	Blue			R	Reassurance	FF	Full Face
	4	Clearing Debris	D	Board					C	Clearance	O	Disposable overalls
	5	Fire Damaged	E	Floor Tile							G	Gloves
	6	Machine Operator	F	Adhesive							B	Boots/Non Lace
	7	On Hose	G	Paper							H	Hard Hat
	8	Lorry Driver/Transport	H	Toilet Seat/Cistern							HV	High Vis
	9		I	Cills							HA	Harness
			j	Texture coating								

Supervisor Signature:

Operative Name		Site		Job Number		Week Commencing	
----------------	--	------	--	------------	--	-----------------	--

Operatives Signature	Day Worked	Date Worked	Job Category (Type)	Material / Product (Type)	Asbestos Type (Colour)	Shift Worked	Monitoring Carried Out	PPE / RPE Worn	Exposure Hours Total
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	3	Mechanical /Remote Removal	C	Rain Water Goods	BL	Blue			R	Reassurance	FF	Full Face
	4	Clearing Debris	D	Board					C	Clearance	O	Disposable overalls
	5	Fire Damaged	E	Floor Tile							G	Gloves
	6	Machine Operator	F	Adhesive							B	Boots/Non Lace
	7	On Hose	G	Paper							H	Hard Hat
	8	Lorry Driver/Transport	H	Toilet Seat/Cistern							HV	High Vis
	9		I	Cills							HA	Harness

Supervisor Signature:

Portsmouth Demolition & Salvage Ltd



Statement of Reoccupation/Demolition

Occupier Copy

Our Ref		Date	
Contractor Details	Portsmouth Demolition and Salvage Ltd 419 Victory Business Centre Somers Road North Portsmouth PO1 1PJ Phone: (02392) 439168		
Site Address			
Description of Works			
Client Details			
Specific details of areas and items inspected following removal			
Interior surfaces within the work area are free from debris and settled dust	Yes ☐ No ☐	All ACM's within the scope of works have been removed and any known ACM's remaining are intact	Yes ☐ No ☐
Notes			
I declare that the area of works has been thoroughly cleaned and inspected to ensure that no visible traces of dust and debris remain and that the area is now suitable for reoccupation			
Supervisor (Print Name)	Signature		Date

Noise Monitoring Field Record Sheet

Monitoring Location		
Description of Location		
Date of Monitoring		
Measurement Start Time (hh:mm)		
Measurement Time Length (min.)		
Noise Meter Model/Identification		
Calibrator Model/Identification		
Measurement Results	L ₉₀ (dB(A))	
	L ₁₀ (dB(A))	
	LEQ (dB(A))	
Major Construction Noise Source(s) During Monitoring		
Other Noise Source(s) During Monitoring		
Remarks		

Name & Designation

Signature

Date

Recorded By :

Checked By :

	Portsmouth Demolition & Salvage Ltd	Project:	
		Ref No.:	
	NOISE MONITORING FORM	Rev No.:	
		Page:	1 of 1

DATE: _____

Sr #	LOCATION	TIME	MEASURED VALUE	SOURCE	DISTANCE FROM THE SOURCE (M)	REMARKS

Tested by:	Verified by:
Signature	Signature

Noise Levels in Places of Work and the Allowable Period for Exposition

1. The noise level in a workplace must not exceed 85 decibels for an exposure of 8 hours a day 5 days a week and a one time exposure must not exceed 115 decibels.
2. Noise should be measured at different distances from the sources starting within 1 m of the sources & then increasing the distance by 10 m intervals
3. The distance at which the noise level falls below the TLV i.e, 85 dba should be demarcated & Signs / Barriers should be placed to indicate that hearing protection is required beyond that point



Portsmouth Demolition and Salvage Ltd

INCIDENT No.

NEAR-MISS REPORT FORM

This form should be completed by any employee who witnesses a near-miss incident

Your name:	
Your job title:	
Location of near-miss:	
Date of near-miss:	
Time of near-miss:	
Please describe the near-miss which you witnessed below:	
Names of any other witnesses:	

Signature:

Date:



Completion of Works/Handover Certificate

Site

DATE	AREA OR BUILDING	FINDINGS	ACTION TO BE TAKEN	NAMES AND SIGNATURES

DEMOLITION WORK IS COMPLETE AND ALL PLANT AND MATERIAL IS REMOVED FROM SITE LEAVING IT IN A CLEAN AND TIDY CONDITION

Signed on Behalf of PDS

Print Name

Position

Signed on Behalf of Client

Print Name

Position