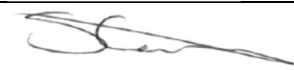


	HARRINGTONS BUILDERS RISK ASSESSMENT	Contract: MIRA	RA Ref No: 065
		Client: GMI	Rev: 001
		Activity: DISCOVERY OF SUSPECTED EXPLOSIVE DEVICE	Date: 11/03/24

ACTIVITY: DISCOVERY OF SUSPECTED EXPLOSIVE DEVICE										RISK RATING	
Activity affecting (Tick appropriate box)	EMPLOYEE	☒	THIRD PARTY	☒	VEHICLE	☒	PLANT	☒	PROPERTY	☒	LIKELIHOOD x SEVERITY

NUMBER	HAZARD	POSSIBLE CONSEQUENCES	PRE CONTROL	CONTROL MEASURES				POST CONTROL
65	Contact with UXO / UXB	Death caused by explosion; serious injury caused by explosion. Damage to external buildings, site vehicles and materials	1 x 5 = 5 MEDIUM	- STOP WORK immediately and provide loud verbal warning to all others on site. - Report the finding of a suspected explosive device to the Site Management team. - If UXO / UXB is in the bucket of an excavator, it is to be lowered to the ground, but NOT tipped out of the bucket. - Switch off machine if it is in the bucket of the machine. - Secure the local area immediately surrounding the UXO / UXB and ensure that no works or personel can access within 100m.				1 x 4 = 4 LOW
	Exposing UXO / UXB	Death caused by explosion; serious injury caused by explosion. Damage to external buildings, site vehicles and materials	1 x 5 = 5 MEDIUM	- If possible, take pictures of the suspected UXO / UXB with something to give scale, e.g. A ruler of something of a known size. - Note the shape, size and colour of the suspected UXO / UXB - Contact the Police and report the suspect UXO / UXB. - Follow all instructions and guidance given by the UXO / UXB Specialists and the Emergency Forces.				1 x 4 = 4 LOW

LIKELIHOOD	SCORE	SEVERITY OF: INJURY/DAMAGE OR LOSS	SCORE	RISK RATING		ACTION	TIMESCALE
Probably = likely to occur several times in the relevant period.	3	Catastrophic = Death or total systems loss Critical = Major injury or illness, Major damage, Major Environmental Impact.	5 4	HIGH	10-15	Very High Risk: Not acceptable. Apply mitigation to eliminate or to further reduce the risk.	Immediate Action plan to progress reduction
Occasional = likely to occur at least once in relevant period.	2	Serious = Loss of time/injury/illness or damage, environmental impact.	3	MEDIUM	5-9	High Risk: Apply mitigation to eliminate or reduce the risk, and if it remains high risk, develop robust control measures to limit and manage the effects of any hazards.	Progressively Review risk & existing controls
Remote = Unlikely to occur in the relevant period	1	Marginal = First aid incident, routine maintenance, repair. Negligible = Very minor, little consequence.	2 1	LOW	1-4	Low Risk: May be accepted if all reasonably practicable control measures are in place, however, if more can be done to reduce or eliminate the risk, it should be done.	Continually Monitor risk and existing controls

Written by:	Marius Chiratcu (Health & Safety Advisor)	Signature:	
Approved by:	Scott Carr (Director of Health, Safety & Env)	Signature:	
Review date:	15 th September 2023		

Date	Doc ID	Version	Page 1 of 1	Date Printed
1 st of March 2023	OHS RA-002/065	001		11-Mar-24
Process Owner:	Scott Carr		Deputy Process Owner:	Marius Chiratcu

	HARRINGTONS BUILDERS RISK ASSESSMENT	Contract: MIRA	RA Ref No: 052
		Client: GMI	Rev: 001
		Activity: WORKING IN OR NEAR EXCAVATIONS	Date: 11/03/24

ACTIVITY: WORKING IN OR NEAR EXCAVATIONS										RISK RATING	
Activity affecting (Tick appropriate box)	EMPLOYEE	☒	THIRD PARTY	☒	VEHICLE	☒	PLANT	☒	PROPERTY		LIKELIHOOD x SEVERITY

NUMBER	HAZARD	POSSIBLE CONSEQUENCES	PRE CONTROL	CONTROL MEASURES	POST CONTROL
052	Falls into the Excavation	Personal Injury	2 x 4 = 8 Medium	- Excavations are to be inspected prior to any work being conducted in them, this inspected is to be recorded. - The excavation is to be inspected by the HBPLC supervisor on a daily basis prior to any work commencing - If any excavation is open for 7 days or more the inspection is to be recorded on the HBPLC Excavation Inspection form - Fences are to be provided to prevent/reduce the potential for falls into the excavation. They are to be placed a minimum of 1.8m from the edge of the excavation to reduce falls into the excavation should they fail. - No operatives is to work alone either in or around an excavation - Safety procedures as laid down in the policy are to be adhered to by all operatives. - Equipment is to be visually inspected prior to use. - All near misses and incidents are to be reported at all times. - All operatives, visitors and sub-contractors to wear appropriate PPE.	1 x 4 = 4 Low
	Equipment and materials falling into Excavation	Damage to equipment, materials and vehicles	2 x 4 = 8 Medium	Tools and materials are not to be stored or placed on the edge of excavations, unless they are over the depth of the excavation away from it. I.E. 1m depth, place tools 1m away.	1 x 4 = 4 Low
	Excavation collapse	Personal injury, damage to equipment, materials and vehicles	1 x 5 = 5 Medium	Excavation inspection is to review the potential for collapse. If the potential is present then no work to be allowed until excavation is protected.	1 x 4 = 4 Low
	Accessing over excavation	Personal injury, damage to equipment, materials and vehicles	1 x 5 = 5 Medium	Accessing over an open trench or excavation must be conducted using a proprietary platform such as Youngman's board, with handrails and toe boards	1 x 4 = 4 Low
	Access into excavations	Personal Injury	1 x 5 = 5 Medium	- Access steps (Tammet) are to be used to enter the excavations are all times, no person should be required to "jump" down into an excavation. Maximum 0.3m drop, after this depth steps are to be provided. - Ladders are only to be used in entering excavations in the event no other proprietary access will fit. They must be controlled by permit. - Ladders and other work at height equipment are to be subjected to regular inspections and record of inspection held.	1 x 4 = 4 Low

Date	Doc ID	Version	Page 1 of 3	Date Printed
23-Aug-23	OHS RA-002/052	001		11-Mar-24
Process Owner:	Scott Carr		Deputy Process Owner:	Marius Chiratcu

	HARRINGTONS BUILDERS RISK ASSESSMENT	Contract: MIRA	RA Ref No: 052
		Client: GMI	Rev: 001
		Activity: WORKING IN OR NEAR EXCAVATIONS	Date: 11/03/24

Injured person in excavation	Personal Injury	1 x 5 = 5 Medium	- The rescue procedure is to be practiced at least once during the period of works on site - A rescue procedure is to be written for the safe removal of any potentially injured person in the excavations that cannot move themselves	1 x 4 = 4 Low
Machinery/Vehicles working in proximity to excavation	Personal injury, damage to equipment, materials and vehicles	2 x 4 = 8 Medium	- Work at the edge of an excavation is not to be conducted when area has ice or snow or high winds. - Stop blocks are to be provided in the locations where machinery and vehicles are likely to be working or travelling near to the excavation. - Stop blocks are to be utilised when machine or vehicles are working and within the depth of the trench distance. I.E – if depth of trench is 2m, then no vehicles to work within 2m of the edge.	1 x 4 = 4 Low
Lack of experience	Personal injury, damage to equipment, materials and vehicles	2 x 4 = 8 Medium	Inexperienced operatives are to be supervised at all times	1 x 4 = 4 Low
Lack of training	Personal injury, damage to, equipment, materials and vehicles	2 x 4 = 8 Medium	- Information, instruction and training to be provided to all operatives working at heights, should include: types of equipment, correct access and egress, safe to use procedures, maintenance and any inspection requirements. - Training and instruction must be provided to all operatives and supervisory staff involved in the use of the harnesses, how to wear, use and inspect.	1 x 4 = 4 Low

Date	Doc ID	Version	Page 2 of 3	Date Printed
23-Aug-23	OHS RA-002/052	001		11-Mar-24
Process Owner:	Scott Carr		Deputy Process Owner:	Marius Chiratcu

	HARRINGTONS BUILDERS RISK ASSESSMENT	Contract: MIRA	RA Ref No: 052
		Client: GMI	Rev: 001
		Activity: WORKING IN OR NEAR EXCAVATIONS	Date: 11/03/24

LIKELIHOOD	SCORE	SEVERITY OF: INJURY/DAMAGE OR LOSS	SCORE	RISK RATING		ACTION	TIMESCALE
Probably = likely to occur several times in the relevant period. Occasional = likely to occur at least once in relevant period. Remote = Unlikely to occur in the relevant period	3	<u>Catastrophic</u> = Death or total systems loss	5	HIGH	10-15	Very High Risk: Not acceptable. Apply mitigation to eliminate or to further reduce the risk.	<u>Immediate</u> Action plan to progress reduction
	2	<u>Critical</u> = Major injury or illness, Major damage, Major Environmental Impact.	4				
	1	<u>Serious</u> = Loss of time/injury/illness or damage, environmental impact.	3	MEDIUM	5-9	High Risk: Apply mitigation to eliminate or reduce the risk, and if it remains high risk, develop robust control measures to limit and manage the effects of any hazards.	<u>Progressively</u> Review risk & existing controls
		<u>Marginal</u> = First aid incident, routine maintenance, repair.	2	LOW	1-4	Low Risk: May be accepted if all reasonable practicable control measures are in place, however, if more can be done to reduce or eliminate the risk, then it should be done.	<u>Continually</u> Monitor risk and existing controls
		<u>Negligible</u> = Very minor, little consequence.	1				
Written by:	Marius Chiratcu (Health & Safety Advisor)		Signature:				
Approved by:	Scott Carr (Director of Health, Safety & Env)		Signature:				
Review date:	23-Aug-24						

Date	Doc ID	Version	Page 3 of 3	Date Printed
23-Aug-23	OHS RA-002/052	001		11-Mar-24
Process Owner:	Scott Carr		Deputy Process Owner:	Marius Chiratcu

	HARRINGTONS BUILDERS RISK ASSESSMENT	Contract: MIRA	RA Ref No: 006
		Client: GMI	Rev: 002
		Activity: WORKING WITH OR NEAR HEAVY PLANT/MACHINERY	Date: 11/03/24

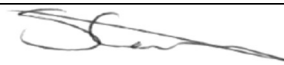
ACTIVITY: WORKING WITH OR NEAR HEAVY PLANT/MACHINERY										RISK RATING	
Activity affecting (Tick appropriate box)	EMPLOYEE	✓	THIRD PARTY	✓	VEHICLE	✓	PLANT	✓	PROPERTY	✓	LIKELIHOOD x SEVERITY

NUMBER	HAZARD	POSSIBLE CONSEQUENCES	PRE CONTROL	CONTROL MEASURES	POST CONTROL
006	Bucket or load dropping inadvertently.	Personal injury, damage to equipment, damage to materials, damage to structures.	1 x 5 = 5 Medium	- Choice of equipment and requirements need to be assessed with regard to ground conditions and local requirements. - A planned maintenance programme will apply to all excavators. - A thorough examination certificate or certificate of newness for 12 months must be on site with machine. - Plant Equipment Register must be updated on a weekly basis. - Overhangs are not to be created on high work areas. - Vehicles must be checked over by drivers before use and secured against unauthorized access and vandalism after use. - All drivers of plant and heavy machinery are to have CPCS cards available for audit.	1 x 4 = 4 Low
	Overturning of machine	Personal injury, damage to equipment, damage to materials, damage to structures.	1 x 5 = 5 Medium	- Site manager to ensure speed restrictions are adhered to. - All machines are to be immobilised immediately the driver of the vehicle leaves the driving seat. - Travel and operation on a gradient must be controlled to ensure machine stability. - Wheeled excavators; it is essential that tyres are regularly checked for condition and inflation. - Deep excavation work must be supervised to ensure the stability of the machine and the excavation.	1 x 4 = 4 Low
	Materials or equipment falling from machine.	Personal injury, damage to equipment, damage to materials, damage to structures.	2 x 5 = 10 HIGH	- Manufacturers bucket size must not be exceeded and when traveling the excavator attachment should be close to the machine with the bucket clear of the ground. - All buckets/attachments must be placed in a barriered area i.e bucket changing area - Dumper drivers must dismount when being loaded unless in a cabbed dumper with tested impact standard.	1 x 4 = 4 Low
	Persons, Buildings or vehicles being struck by machine.	Personal injury, damage to equipment, damage to materials, damage to structures.	2 x 5 = 10 HIGH	- Buckets / arms must not be allowed to slew over personnel, vehicles, cabins or huts. - No persons are allowed to stand or work within the operating radius without the operator's permission. 180 degree machines when using the backhoe the bucket must be lowered to the ground. 360 degree machines must allow at least 1.2m clearance to be allowed for tail swing. - Banksman to be in place at all times, including when moving around the site, reversing etc. No plant movement of any kind without a suitably trained banksman.	1 x 4 = 4 Low

Date	Doc ID	Version	Page 1 of 2	Date Printed
23-Aug-23	OHS RA-002/006	002		11-Mar-24
Process Owner:	Scott Carr		Deputy Process Owner:	Marius Chiratcu

	HARRINGTONS BUILDERS RISK ASSESSMENT	Contract: MIRA	RA Ref No: 006
		Client: GMI	Rev: 002
		Activity: WORKING WITH OR NEAR HEAVY PLANT/MACHINERY	Date: 11/03/24

				5mph speed limit on site	
	Restriction of driver's vision.	Personal injury, damage to equipment, damage to materials, damage to structures.	2 x 5 = 10 HIGH	Banks man to be used where driver's vision is impaired or operating in a congested area	1 x 4 = 4 Low
	Unauthorised use of machinery	Personal injury, damage to equipment, damage to materials, damage to structures, theft	1 x 5 = 5 Medium	Keys must be removed from the ignition when plant is not in use or a driver dismounts	1 x 4 = 4 Low

LIKELIHOOD	SCORE	SEVERITY OF: INJURY/DAMAGE OR LOSS	SCORE	RISK RATING		ACTION	TIMESCALE
Probably = likely to occur several times in the relevant period. Occasional = likely to occur at least once in relevant period. Remote = Unlikely to occur in the relevant period	3	<u>Catastrophic</u> = Death or total systems loss	5	HIGH	10-15	Very High Risk: Not acceptable. Apply mitigation to eliminate or to further reduce the risk.	<u>Immediate</u> Action plan to progress reduction
		<u>Critical</u> = Major injury or illness, Major damage, Major Environmental Impact.	4				
	2			MEDIUM	5-9	High Risk: Apply mitigation to eliminate or reduce the risk, and if it remains high risk, develop robust control measures to limit and manage the effects of any hazards.	<u>Progressively</u> Review risk & existing controls
	1	<u>Serious</u> = Loss of time/injury/illness or damage, environmental impact.	3				
		<u>Marginal</u> = First aid incident, routine maintenance, repair.	2	LOW	1-4	Low Risk: May be accepted if all reasonable practicable control measures are in place, however, if more can be done to reduce or eliminate the risk, then it should be done.	<u>Continually</u> Monitor risk and existing controls
	<u>Negligible</u> = Very minor, little consequence.	1					
Written by:	Marius Chiratcu (Health & Safety Advisor)		Signature:				
Approved by:	Scott Carr (Director of Health, Safety & Env)		Signature:				
Review date:	23-Aug-24						

Date	Doc ID	Version	Page 2 of 2	Date Printed
23-Aug-23	OHS RA-002/006	002		11-Mar-24
Process Owner:	Scott Carr		Deputy Process Owner:	Marius Chiratcu

	HARRINGTONS BUILDERS RISK ASSESSMENT	Contract: MIRA	RA Ref No: 069
		Client: GMI	Rev: 001
		Activity: WORKING WITH PNEUMATIC TOOLS	Date: 11-Mar-24

ACTIVITY: WORKING WITH PNEUMATIC TOOLS										RISK RATING	
Activity affecting (Tick appropriate box)	EMPLOYEE	☒	THIRD PARTY	☒	VEHICLE	☐	PLANT	☐	PROPERTY	☐	LIKELIHOOD x SEVERITY

NUMBER	HAZARD	POSSIBLE CONSEQUENCES	PRE CONTROL	CONTROL MEASURES	POST CONTROL
069	Injury from the tool or debris	Potential serious injury to employees and those working nearby	2 x 4 = 8 MEDIUM	- Most suitable tools for the job are selected. - All equipment regularly checked for defects and maintained as per manufacturer's recommendation and requirements under PUWER regulations. - Staff to ensure that the area adjacent to the cutting operations are either kept clear or that sufficient shielding is provided to guard other operatives/members of the public from flying sparks, dust and other debris. - PPE is issued and worn, including gloves, eye protection to BS EN 166B. - Operatives to receive full training in the use, storage, and general care of equipment. - Ensure the workplace is kept clean and tidy with walkways unobstructed. - Whip line arrestors to be placed on both tool and the compressor ends at all times.	1 x 3 = 3 LOW
	Dust Inhalation	Potential serious long-term injury to employees and those working nearby	2 x 4 = 8 MEDIUM	- Operators issued with appropriate personal protective equipment and its use enforced. - Health Surveillance programmed in place where applicable. - Operators encouraged to quit smoking where applicable. - Task rotation in place where operators are likely to exceed exposure limits. - Area to be damped down where possible. - Where RPE is recommended then individual Face Fit Tests are required.	1 x 3 = 3 LOW
	Exposure to excessive noise levels	Potential serious long-term injury to employees and those working nearby	2 x 4 = 8 MEDIUM	- Operators issued with appropriate personal protective equipment and its use enforced. - Health Surveillance programmed in place where applicable. - Task rotation in place where operators are likely to exceed exposure limits. - Noise risk assessment to be carried out. - Purchasing policy to replace tools with quietest option. - Noisy work restricted to 'ear protection zone' to reduce the numbers at risk. - Suitable hearing protectors provided for staff and staff trained how to use, check and maintain them according to advice given by supplier - Staff trained in risk of noise exposure. - Check manufacturers guidance to ensure the correct SNR of hearing protection is issued.	1 x 3 = 3 LOW
	Exposure to excessive HAVS levels	Potential serious long-term injury to employees and those working nearby	2 x 4 = 8 MEDIUM	- Health Surveillance programmed in place where applicable. - Operators issued with appropriate personal protective equipment and its use enforced. - Operators encouraged to quit smoking where applicable. - Operators issued with sufficient clothing to protect them from cold conditions. - Welfare required where operators can get warm and have access to warm drinks and food. - Task rotation in place where operators are likely to exceed exposure limits.	1 x 3 = 3 LOW

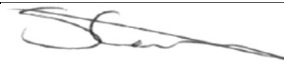
Date	Doc ID	Version	Page 1 of 3	Date Printed
1 st of March 2023	OHS RA-002/069	001		11-Mar-24
Process Owner:	Scott Carr	Deputy Process Owner:	Marius Chiratcu	

	HARRINGTONS BUILDERS RISK ASSESSMENT	Contract: MIRA	RA Ref No: 069
		Client: GMI	Rev: 001
		Activity: WORKING WITH PNEUMATIC TOOLS	Date: 11-Mar-24

				- Vibration exposure levels set and monitored. - Vibration levels assessed. - Procurement policy in place to ensure tools producing the least possible vibration are provided. - Inspection and maintenance regime in place to ensure vibration levels aren't increased due to faults.	
	Manual Handling	Potential serious long-term injury to employees and those working nearby	2 x 4 = 8 MEDIUM	- Operators issued with appropriate personal protective equipment and its use enforced. - Health Surveillance programmed in place where applicable. - Operative involved in handling is to be assessed for physical capability prior to lifting and carrying (operative to be trained in kinetic method of lifting). - Operative is to seek assistance if the load is too heavy (a team to be used if necessary) - All staff to be instructed on the safe systems of work. - Provide mechanical handling equipment to deliver materials to point at which they are needed.	1 x 3 = 3 LOW
	CoSHH	Potential serious long-term injury to employees and those working nearby	2 x 4 = 8 MEDIUM	- Operators issued with appropriate personal protective equipment and its use enforced. - Health Surveillance programmed in place where applicable. - All operatives to be informed of the health risks from hydraulic fluids and compressed air. - All staff to be informed of the health hazards (Silicosis and Dermatitis) associated with inhaling brick/concrete dust.	1 x 3 = 3 LOW

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Process Owner:	Scott Carr		Deputy Process Owner:	Marius Chiratcu

	HARRINGTONS BUILDERS RISK ASSESSMENT	Contract: MIRA	RA Ref No: 069
		Client: GMI	Rev: 001
		Activity: WORKING WITH PNEUMATIC TOOLS	Date: 11-Mar-24

LIKELIHOOD	SCORE	SEVERITY OF: INJURY/DAMAGE OR LOSS	SCORE	RISK RATING		ACTION	TIMESCALE	
Probably = likely to occur several times in the relevant period. Occasional = likely to occur at least once in relevant period. Remote = Unlikely to occur in the relevant period	3	<u>Catastrophic</u> = Death or total systems loss	5	HIGH	10-15	Very High Risk: Not acceptable. Apply mitigation to eliminate or to further reduce the risk.	<u>Immediate</u> Action plan to progress reduction	
	2	<u>Critical</u> = Major injury or illness, Major damage, Major Environmental Impact.	4					
	1	<u>Serious</u> = Loss of time/injury/illness or damage, environmental impact.	3	MEDIUM	5-9	High Risk: Apply mitigation to eliminate or reduce the risk, and if it remains high risk, develop robust control measures to limit and manage the effects of any hazards.	<u>Progressively</u> Review risk & existing controls	
		<u>Marginal</u> = First aid incident, routine maintenance, repair.	2	LOW	1-4			
		<u>Negligible</u> = Very minor, little consequence.	1					
Written by:	Marius Chiratcu (Health & Safety Advisor)		Signature:					
Approved by:	Scott Carr (Director of Health, Safety & Env)		Signature:					
Review date:	15 th September 2023							

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1 st of March 2023	OHS RA-002/069	001		11-Mar-24
Process Owner:	Scott Carr		Deputy Process Owner:	Marius Chiratcu

Method Statement

1.0 Site Address and information.

1. GMI Construction
Mira Drive
Nuneaton
CV10 0TU
2. Method statement: - Pad Foundations
3. Contractor: - GMI Construction
4. Method Statement Prepared by: - Nicholas Gayle, Assistant Health & Safety Manager (07818599168)
5. Date prepared: - 29.04.2024. Revision date: -
6. Managed, controlled & co-ordinated by: - Ross Armstrong, Contracts Manager (07866413590)
7. Supervised by: - Lee Harris, Project Manager (07866413595).
8. Oakfield main office: - Dunsil Road, Moorgreen Industrial Estate, Moorgreen, Nottingham. NG16 3TN
9. Tel: 01773534000, Email: office@oakfieldconstruction.co.uk
10. Start Date – 29th April 2024, Duration of Works – November 2024.
11. Working Hours – 7.30am to 5.00pm

2.0

1. 1 Method statements are written formal documents providing detailed information on the arrangements and sequence of operations relating to more hazardous construction tasks.
2. Every effort will be made to reduce noise levels at source. Where this is not possible a noise protection zone may be necessary around the operation where the identified noise levels are in excess of 80dB (A). Workers will be offered hearing protection where noise levels are between 80dB (A) and 85dB (A). Above this level, the wearing of hearing protection will be mandatory by all persons. See noise chart below for an indication of noise levels.
3. Where necessary workers on site may be rotated to ensure that no one exceeds the stated vibration levels as regards HAV's - see vibration chart below.
4. First aid and Hospital arrangements will be identified on induction by main contractor. All Oakfield site foreman are First Aid trained. First aid box and Defibrillator is located within the site office. – The nearest hospital is George Elliot hospital, Nuneaton, CV10 7DJ.

3.0 Pre-start requirement

1. Before any excavations, details of geology and existing services shall be obtained and trial holes shall be taken to confirm positions of services.
2. A permit to dig will be issued by the main contractor.
3. All equipment to be checked prior to use.
4. All works to be carried out by experienced operatives (CSCS, CPCS, NPORS cards and CAT/Genny training held were applicable).
5. All equipment to be checked prior to use.
6. Oakfield operatives to wear 4 point PPE as a minimum as per GMI policy – this to include hi visibility clothing, head protection and gloves.
7. All operatives to wear task specific P.P.E when undertaken activities which are mentioned as per the method statement.
 - Cutting/braking out use vented goggles (Model: - PW20, 1 F & CE EN 166 1B)
 - Ear protection when noise levels are above the action value (85dB) - (Model: - PW40 CE EN352-1:2002)
8. Face masks will be P3 type and wearers will all have proof of face fit testing
9. All operatives to complete Bio-site induction prior to arrival on site and GMI site specific induction on arrival.
10. Oakfield to operate under GMI waste management plan – GMI to provide suitable skips on site.
11. All operatives must follow site rules.
12. See item Index 11.0 for site logistics plan as per GMI induction.

4.0 Plant and equipment to be used

1. 360 Tracked Excavator
2. Dumper truck
3. Vibrating Poker Unit
4. Pump (if required)
5. Stihl Saw (if required)

Please see Item 7.0 for Noise and HAVs charts

5.0 Work to be carried out: - Pad foundations

1. Excavations will be carried out by 360 to the specified area and depth.
2. Whilst work progress operatives will continually CAT scan for services.
3. Depth of foundations will be as per design drawing; all spoil will be removed from the area to safe location by dumper.
4. Spoil removed from the excavation will be placed away from the edge a minimum of 1.5m or greater if depth exceeds 1.5m.
5. Should an excavation be left open barriers will be put in place (crowd barriers to be clipped and be sufficient distance from excavations approx. 1.5m were practicable) until concrete has been poured and set.
6. The ready mix concrete wagon will arrive on site with specified load of concrete and will enter via main – this may happen at different stages for various stages of pour.
7. Operatives coming into or using concrete will require additional PPE – eye protection, gloves.
8. A banksman will be provided to assist the vehicle driver.
9. A layer of concrete blinding will be poured into each pad as per design drawing.
10. Once blinding has cured, reinforcement mesh will be placed in layers with the use of spacers as specified per drawing.
11. Concrete will be poured straight in to the formed area to create the pad foundation.

- 12 The concrete will then be compacted using vibrating poker unit (see HAV chart).
- 13 All concrete will be poured to specification.
- 14 The concrete wagon will then be cleaned out in specified area by the main contractor.
- 15 Bolt sets will be place in specified positions as per column plan design drawing where and when necessary.
- 16 The area will be cleared and free of all material used once the work is completed.
- 17 Site to be leave tidy and safe at the end of the day.

6.0

1. Prepared by,

Print Name: - Nicholas Gayle

Signed: -



Date: - 29.04.2024.

2. Person responsible for implementation,

Print Name: -

Signed: -

Date: -

Distributed to: - Client ☐ Main Contractor ☒ Other Contractors ☐ Site Forman ☒

7.0 HAVS and Noise charts.

HAVS Chart				
<u>Task</u> <u>Plant and Equipment</u> <u>Used for:-</u>	Type of plant and equipment	Vibration M/s 2	Maximum Duration of user per operator <u>per day</u>	Comments/ Alternative Methods
<u>Cutting of concrete,</u> <u>brickwork and steel</u>	<u>Petrol disc cutter</u> <u>at full RPM</u> Stihl	8	60mins	
Vibrating pokers For the compaction of concrete	<u>Petrol pokers</u> <u>50mm</u>	4.5	185mins	
Noise Rating				
<u>Task</u> <u>Plant and Equipment</u> <u>Used for:-</u>	Type of plant and equipment	SPL (dB) Rating	Comments/Alternative Methods	
<u>For the removal and</u> <u>loading of site</u> <u>materials.</u>	360 Excavator	79	If required discuss with Contract supervisor	

<u>Cutting of concrete, brickwork and steel</u>	<u>Petrol disc cutter</u> Stihl saw	102	
<u>For the movement of on site materials.</u>	Dumper truck	84	

8.0 Risk assessment required: -

209 Exposure to noise, 213 Manual handling, 214 Excavation, 215 Excavation Buried services 305 Excavator, 401 Abrasive wheels & 406 Vibration.



Method Statement

1.0 Site Address and information.

1. Mira, Nuneaton
2. Method statement: - Lift Pit Tanking
3. Method Statement Prepared by: - Tony Fox, Health & Safety Manager
4. Date prepared: - .20.05.2024 Revision date: -
5. Managed, controlled & co-ordinated by: - Alex Walker
6. Oakfield main office: - Tel: 01773 534000,
Email:office@oakfieldconstruction.co.uk

2.0

1. Method statements are written formal documents providing detailed information on the arrangements and sequence of operations relating to more hazardous construction tasks.
2. Every effort will be made to reduce noise levels at source. Where this is not possible a noise protection zone may be necessary around the operation where the identified noise levels are in excess of 80dB (A). Workers will be offered hearing protection where noise levels are between 80dB (A) and 85dB (A). Above this level, the wearing of hearing protection will be mandatory by all persons. See noise chart below for an indication of noise levels.
3. Where necessary workers on site may be rotated to ensure that no one exceeds the stated vibration levels as regards (recorded & monitored by site foreman) HAV's - see vibration chart below.
4. First aid and Hospital arrangements will be identified on induction by main contractor. All Oakfield site foreman are First Aid trained

3.0 Pre-start requirement

COVID 19 Operating Procedures

- Wash your hands upon entry to site
- Rearrange tasks to enable them to be done by one person, or by maintaining social distancing measures (2 metres)
- No skin contact
- Travel separately (if possible)

- If this is not possible, share with the same individual and with minimum number of people at any one time
- Adhere to welfare restrictions and stagger break times (isolate when possible)
- Wash hands before eating and wipe down area after use
- Only bring pre-prepared food to site
- All waste to go straight in to the bins
- Delivery drivers to wash their hands when unloading
- If you feel ill, avoid touching anything, report to your supervisor, return home immediately and isolate.

4.0 Plant and equipment to be used

1. Stanley knife
2. Propane Gas Torch
3. Paint Roller

5.0 Work to be carried out: - Membrane Installation

- 1 The delivery wagon will arrive on site with specified load and will enter via main entrance and follow traffic management plan.
- 2 Banksman will be provided to assist vehicle driver where and when necessary.
- 3 Once the vehicle is in the correct position, the materials can be unloaded with the correct certificated lifting equipment.
- 4 The location of the membrane rolls needs to be considered in terms of being relatively flat and level, also isolated from the main area of work, but still in general location of application.
- 5 Rolls can be in excess of 50kg so care will need to be taken when moving into position.
- 6 The membrane will be laid horizontally across the primed concrete base, it is important to ensure the base is smooth and free from sharp objects, which may puncture the membrane once installed.
- 7 Once the membrane has been installed, care should be taken to protect the membrane as much as possible from damage.
- 8 The membrane will be measured and cut to length using a Stanley knife. Care should be taken to avoid injury from the blade.
- 9 The pre-cast lift shaft will then be carefully dropped onto the base membrane and sealed.
- 10 The membrane will then be installed vertically to the primed pre-cast lift pit walls and linked onto the horizontal base membrane.
- 11 Once the membrane is installed a thorough check of the membrane will be carried out to ensure no damage.
- 12 hot works permit must be complete prior to the start of any force drying work. The gas bottle will not be stored on site.

Any damage will be suitably repaired to ensure a tight seal; minimum laps of any patchwork must be a minimum of 100mm x 100mm and photographed and documented.

6.0

1. Prepared by,

Print Name: - Tony Fox

Date: - 20.05.2024

2. Person responsible for implementation,

Print Name: -

Signed: -

Date: -

Contract: Mira Technology Park Watling Street Nuneaton, Warwickshire, CV10 0TU		Author: Drafted by Mike Clarke (SHEQ Consultant). Revised by Steven McCarthy (Project Manager) Reviewed & approved by Paul McElhone (Managing Director).							
Subject: Installation of site wide below ground services inspections		Title: Installation of the site wide below ground services inspections AUL reference: Date: 28 th June 2024 Project reference: 5562 Revision: C01 <table border="1"> <tr> <th>Contents</th> </tr> <tr> <td>Method Statement</td> </tr> <tr> <td>Appendix A - Risk Assessment</td> </tr> <tr> <td> </td> </tr> <tr> <td> </td> </tr> <tr> <td> </td> </tr> </table>		Contents	Method Statement	Appendix A - Risk Assessment			
Contents									
Method Statement									
Appendix A - Risk Assessment									
Description of Revision Updates:									
Revision	Date of Issue	Changes							
C01	28/06/2024	Initial							
Scope of the Job:	Supply and installation of below ground mechanical pipe work including • Mains & Boosted cold water • Fire Main • Low Temperature Hot water The work will involve the installation of underground pipe work, fittings and valves in pre-formed trenches (by others). Following the installation of the section of pipe work each pipe will be pressure tested with air to 0.5 bar to enable the back filling of the trench by others. Carry out pressure testing as required and chlorination of the installed pipe work.								
Precise Location:	Mira Technology Park Watling Street Nuneaton, Warikshire, CV10 0TU								

	
Date(s) to be carried out /Start and finish dates:	Monday 1st July 2024 Completion TBC
The risks of the work are:	See risk assessment – Appendix A. Do not proceed unless you have fully read and understand the content of the RA.
Resources:	AUL will provide approx. 4 operatives including a Site Supervisor and off-site Project Manager. The Site Supervisor will be responsible for undertaking inspections of the workplace before, during and after completion. Pete Goodwin - Site Supervisor - 07824 7092001 Off-site Project Manager The AUL Supervisor will complete a Daily Activity Briefings for each day's work and communicate this back to the AUL Workforce. Copies can be issued to the main contractor each morning prior to work commencing on site. The AUL Supervisor will complete a trench inspection prior to any shift and before installing pipe work inside the trench. The AUL H&S Consultant will be available for inspections as & when requested.

Competency level / qualification	CPCS (For Operations of Site Vehicles) /CSCS (For Trade Competency/Access onto Site) /NRSWA/SMSTS (Supervisor) /EUSR water hygiene/ Certificated Operatives / GAS Safe Engineer (Commercial Install & Commissioning). Lifting AP Training/ Manual Handling.
Equipment, Materials and PPE	Plant and Equipment: - Secure draw pit keys. - Shovel, Hammer. - Plastic pipe cutting tool - Piper clamps - Approved plastic pipe scraping tools - Diesel Generator (Must have been formally inspection in last 3 months) - Electro Fusion Box - Butt Welding Box - Submersible Pump - Transit Van 110V Pressure Test Pump (With calibration certificate) - Certified test gauge (With calibration certificate) - Digital Flowmeter (With calibration certificate) - Spill Kit - Battery operated drill - Stihl saw (HAV calculator Appendix J) - Reciprocating saw 110v Percussion drill (HAV calculator Appendix J) - Fire extinguisher Materials: 125mm blue SDR17 PE100 pipework or TBC - Marker tape. - Diesel for Generator. PPE: - Safety Helmet EN397 - Light Eye Protection EN166 - Hand Protection (Polyco Reflex Type Gloves – Cut grade 3 minimum and recommended water resistant) EN374. Cut 5 for reciprocating saw. - Steel Toe Capped Safety Boots s3/s5 – EN 20345 - Hi visibility garment (Vest or Jacket) EN471. - Safety Glasses at all times and Impact Resistant Goggles (Grade B – wherever there is a likelihood of flying objects generated. I.E. By use of the electric tools.) EN 166
Safe means of access and egress to and from and around the site.	Operatives are to access the site as directed by the main contractor during the initial site induction. Access and egress into the trench excavation will be formed by others and dynamically assessed before entry. Operatives must be made aware of live services in trench by the main contractor. A toolbox talk will be given on live services.
Sequence of events Include exact sequence of operations Communication Review Access / egress	Arrival on Site: AUL Operatives will report to Site Wide Management team upon arrival at site and attend a site induction. Full trade competency shall be demonstrated via CSCS cards. Copies of these will be made available

<i>Delivery of materials</i> <i>Moving materials to place of work</i> <i>Sequence of operations</i> <i>Supervision of the work</i> <i>Control measures to be implemented at each stage.</i>	Site Induction: The main contractor to deliver the site induction to AUL personnel. Confirmation of any special requirements due to the nature of the location will be relayed to AUL operatives. All aspects of access/egress and movement of AUL vehicles and personnel will be clarified at the site induction. AUL operatives to obtain relevant permits from the main contractor site management team prior to work starting. AUL Supervisor to relay all job information to AUL operatives. As per the main contractor Preamble statement - Working Hours are: Between 08:00 and 18:00 Monday to Friday; and 08:00 and 13:00 on Saturdays. Hours to be agreed with the main contractor. Co-ordination of works to occur with the main contractor Management. The contents of the Risk Assessment and Method Statement will be discussed prior to AUL operatives going on to the work area. RAMS to be signed to confirm they have been read and understood. Delivery of Materials to site For delivery of pipe materials. The unloading and storage areas are to be provided and identified by the client, prior to AUL's attendance at site. All materials will be delivered and dropped as close to the installation point as possible by the delivery vehicle Hiab. The area around the delivery vehicle must be an exclusion zone during the offloading. Any loading/ offloading will be done as the main contractor Minimum Standard Document Loading and Unloading of Lorry Trailers. Loading and Unloading of Materials: Access and egress for AUL's transit sized van - to, from and around the site will be as per the requirements of the main contractor/client's traffic management plan. This will be for the transportation of small goods and equipment. Larger materials are to be transferred around site by Mayo 16,000kg Tracked Hitachi excavator or by the AUL 6-ton excavator/ digger and will be slung using slings attached to the digger. All slings to be pre-inspected, secured and certification of examination proved. Pipe lengths to be hung long ways and moved in line with the digger along the route of the excavation. The area must be fully segregated, including an exclusion zone at the point of lifting and unloading. An AUL banksman will then accompany the digger in full view of the operator (not to stand on load side). In the unlikely event this method is not suitable, pipe will be placed on rollers and incrementally moved to the area of installation. Setting out and securing the Work Areas: LTHW pipe coil will be installed into an open 90m long open trench. The trench will be excavated by others, the trench will not have protection fence installed. Site operatives will be made aware of the open trench. Pedestrians will be routed via pedestrian walkways away and around from the trench. Excavations: The area to be pre-excavated by others at a depth as indicated on the layout drawings. AUL Supervisor will carry out an trench inspection using the Excavation Checklist. AUL will not be undertaking any digging or disturbing the ground. Pre-Site Survey including use of cable avoidance tools to have been done by Kier/ Third Party competent persons to SHEMS-MST-BUK-0001 Avoiding UG Services. In the unlikely event, where any Uncharted/Unexpected Underground Services are Revealed this will become a Hold Point and liaison with the main contractor will take place to agree the way forward, this will include review and any necessary
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	revision to the RAMS for this work. All excavations will be protected by Rigid fencing during the installation works, until the trenches are backfilled (by others). Permitted Works: Whilst AUL will be undertaking Electro fusion welding or butt welding as part of the installation, unless specified by the main contractor AUL will not require a Hot Works Permit. Any permits required will be issued by the main contractor. Main Installation Works (Mains Cold Water Main) • A Trench inspection will be undertaken using an excavation checklist by the AUL Supervisor. • Pipework will be in either 6m lengths or 12m lengths or coils. The small diameter pipe will be on coils. Coils contain a considerable amount of stored energy, which could potentially cause injury to personnel. • The coils of pipe will be delivered with specialist straps, fitted at different positions around the turns and layers of pipe that form the coils. When the coil is ready to be dispensed, the straps are removed in sequence, ensuring that the energy contained in the coil is release in a controlled and safe manner. • Large diameter pipes will be lowered into the trench with the 6-ton machine / digger and slings. Smaller diameter pipe will be manually lowered into the trench. • Lengths of pipe shall be prepared as required. A plastic pipe cutting tool will be used to cut the MDPE pipes into the required lengths. • All pipe open ends will be capped. • Pipe to be secured and levelled for this task using pipe clamps. • All joints shall be connected via Fusion Weld. A diesel generator will be used, the Generator will be sited on a nappy or bund and placed outside of the trench area. A 30l chemical spill kit and fire extinguishers will be located with the generator. No sources of ignition to be in the area. • Electrofusion Fittings ○ Check pipe for out-of-round condition. ○ Identify the location of the fitting to be installed on the pipe and mark the area with a non-greasy marker. ○ Prepare each end of the pipe to be welded by ensuring that the outer layer or "skin" of the pipe has been removed to expose a clean, virgin pipe. Inspect the entire scraped area to ensure total scraping cover- age. ○ Place the fitting on the area to be fused and level the pipes and fitting with pipe clamps. ○ Connect the power cables to all sides of the fitting and scan the fitting bar code which will automatically set the correct fusion time. Start the Fusion weld machine and wait until completed and allow manufacturers cooling time before removing pipe clamps. • For other types of fitting please refer to Appendix G • Butt Fusion joints ○ If the joint is butt- welded the BF Machine will lowered into the trench, at the location of each in-trench joint a pit 1.5x1.5mtrs minimum will be required. ○ Check pipe for out-of-round condition. ○ Identify the location of the fitting to be installed on the pipe and mark the area. ○ Remove surface damage at pipe ends that could compromise the joining surfaces or interfere with fusion tools or equipment. ○ Pipes must be correctly aligned before making connections ○ Start equipment using manufactures guidance. ○ Engage the heating element for the allocated time. ○ Immediately after heating tool removal. Quickly inspect the melted ends, which should be flat, smooth, and completely melted. If the
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	melt surfaces are acceptable, immediately and in a continuous motion, bring the ends together and apply the correct joining pressure. ○ Hold joining pressure against the ends until the joint is cool. ○ Once cooled remove plastic bead. Installation of Valves • Check data information of each valve to identify its weight • Some Valves will be able to be manually handled. Please refer to Appendix A AUL manual handling risk assessment. • Some valves will need mechanical assistance to position the valve. • Please refer to Appendix B AUL lifting plan. • Valves will be lifted into place with the use 6-ton excavator/ digger and slings • Valves will remain secured temporarily to the mechanical lifting aid until completely secured to both sections of pipe. • All flanged joints will be installed & torque as per the manufacturer's instructions. Air Pressure Testing Works: • All works to be fully segregated and planned (read risk assessment) • Air Test pipework by blanking off open ends. • Air test to 0.5 bar for 60 minutes. • A double pressure gauge to be used to ensure the pipe is not over pressurised. • The test section length will be determined in order to calculate the main fill volume. • All plant and equipment will be checked for correct working order. • Measurement equipment will be checked to ensure current calibration. • The pressure logger, test gauges and test pump will be connected to the test manifold. • Once the pipe has held, complete the certificate and record photographic evidence for client witnessing. • The pressure will be released in a controlled manor and a final inspection will be carried out to ensure all pipework is capped. • On completion of all works remove all equipment and fittings and release trench for back filling by others. Chlorination of pipe work • All Chemicals will be stored away from each other in appropriate manner inside the AUL vehicles. • The dosing unit pump will be connected to the injection points on the pipe. • The pipe will be injected with and sodium hypochlorite solution is added to achieve 50 ppm of chlorine. • The chlorination is completed when the required PPM is at the end of the main. • De-chlorination will be carried out using sodium thiosulphate pentahydrate (chlorine reducer). The dosing unit will be connected to the discharge end of the pipe. • De-chlorination will be completed when the choline levels are measuring the same as the supply water. Sampling of water • All equipment will be checked before use for cleanliness. • The sample will be taken using a laboratory sealed water bottle. • A sample will be taken from constant running water stream from the pipe. • The sample will then be recorded and sent the laboratories for testing. • Upon completion of the testing a full report will be made available.
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	Closure of Works: - AUL's work areas will be left in a tidy state at the end of each shift and all tools and equipment will be removed from site in the transit van. - The AUL supervisor will ensure that fencing/ segregation is secured, at the end of each shift, before leaving site. - Should any deviation from this Method Statement become foreseeable, this should be seen as a Hold Point and work should not continue until the way forward has been agreed and the RAMS revised and re-communicated to all personnel involved with this work.
PERSONAL PROTECTIVE EQUIPMENT SAFETY AUL First aider	The following list of PPE is are mandatory for all areas - Safety Helmet EN397 - Hand Protection (Polyco Reflex Type Gloves – Cut grade 3 minimum and recommended water resistant) - Steel Toe Capped Safety Boots s3/s5 – EN 20345 - Safety Glasses at all times - Hi-Vis vest - Hi-Vis Trousers The content of this method statement will be conveyed to all personnel involved in the operation by a toolbox talk. A risk assessment has been carried out for this operation and is on site with the site personnel. Any accidents or near misses will be reported to the AUL site manager and Paul McElhone – 07769707466. AUL first aider – Pete Goodwin First aid box kept in AUL vehicle. (AUL will have operatives with first aid qualification on site in-line with the project access statement)
Emergency Procedures:	In the case of an emergency situation arising within the site, AUL Personnel will fully comply and co-operate with the requirements of any emergency action, which should be briefed to them by Kier's site supervisor, at the site induction. All incidents and accidents will be reported to AUL site management and the main contractor site management at the earliest opportunity. The nearest A&E department is: George Eliot Hospital, College St, Nuneaton CV10 7DJ Tel: 024 7615 3761
Other:	Interfaces with other trades AUL will attend daily task briefings co-ordinating site activities with the main contractor management and all other trades that are working in the vicinity of AUL.
Environmental:	COSHH All COSHH substances associated with the works are to be stored, utilised and disposed of in strict accordance with the stipulations and requirements of the relevant Risk Assessment and manufacturers / supplier's product Data Sheet.

	Mobile generators will be positioned on a suitable sized plant nappy to capture any possible leaks. The generators are fully inspected. 30l Spillage kits will be on site with each gang in case of accidental leaks. Any used or contaminated plant nappies or spill kits will be removed from site by a licensed carrier or placed into a skip (or hazardous waste receptable) provided by Kier. AUL will follow Kiers minimum standard SHEMS – MST – CON – 0080 Oil and Fuel Storage document.
Quality:	Materials supplied to be as Project specifications and conform to relevant BS/EN Standards. The Supervisor will be responsible for ongoing monitoring of quality of workmanship. For all tests and completed works, associated completion certification & checklists shall be raised for the client to witness. In the unlikely event where required Non-Conformance Reports (NCRs) are raised to correct defective works, all efforts and works associated with the NCR will be put into place until cancellation of that NCR.
Any Amendments to current systems	Traffic routes To be advised by Laing O'Rourke and MS/RA updated as appropriate. Emergency arrangements To be advised by Laing O'Rourke and MS/RA updated as appropriate. Existing systems of work To be advised by Laing O'Rourke and MS/RA updated as appropriate.

METHOD STATEMENT TO BE READ AND SIGNED BY ALL ADVANCED UTILITIES LIMITED OPERATIVES

NAME

SIGNATURE

1:		
2:		
3:		
4:		
5:		
6:		
7:		
8:		
9:		
10:		

WORKPLACE RISK ASSESSMENT FORM



Site Address	Mira Technology Park Watling Street Nuneaton, Warwickshire, CV10 0TU	Location on site		Date:	28 th June 2024
Assessor	Paul McElhone	Operation	Installation of below ground services	Ref No:	Project reference 5562

HAZARDS & Risks	PERSONS AFFECTED	RISK			CONTROL MEASURES (List control measures that are provided and those required)	RISK		
		L	S	R		L	S	R
Management of the Work (Inductions /RAMS Briefing/Safety Meetings/Permits) Lack of planned, co-ordinated, monitored works increasing overall risk.	AUL Personnel/ 3 rd parties	4	4	12	Work should not begin until a risk assessment has been made and a method statement has been agreed by all parties. The method statement must always reflect the work activity to be done, and the information in it needs to be conveyed to all employees. The Main Contractor Site Management will carry out thorough induction training and any necessary on-site toolbox talks for all AUL personnel. In all cases, employees must fully understand the system of work before they start their activities. As the work progresses, the AUL Site Supervisor must regularly check that the agreed safety precautions are in place, and that the work is adhering closely to the risk assessment controls and the method statement. Any changes to the system of work must only be made after consultation and agreement with everyone involved, this will include liaison with The Main Contractor Site Management. (Remember that employees should be retrained/re-briefed with regards to any significant change controls.) All AUL Personnel will attend a site induction presented by The Main Contractor Site Management. The RAMS for the work to be carried out will be briefed to all AUL Personnel prior to work commencing. The AUL Supervisor must liaise with The Main Contractor Site Management to ensure any required permits are issued and remain up to date.	1	4	4
Injuries/Emergencies. Potentially exacerbating any	AUL Personnel.	3	3	9	At least 1 X AUL Operative will hold a current First Aid Appointed Person Certificate. A basic first aid kit will be kept in the Main Contractor will provide full first aid facilities on site. If any injuries occur, which are outside the capabilities of the First Aid Appointed Person he will	1	3	3

NO OPERATION MUST BE CARRIED OUT UNTIL ALL THE CONTROLS MEASURES IDENTIFIED IN THIS ASSESSMENT ARE IN PLACE

WORKPLACE RISK ASSESSMENT FORM

HAZARDS & Risks	PERSONS AFFECTED	RISK			CONTROL MEASURES (List control measures that are provided and those required)	RISK		
		L	S	R		L	S	R
injury or harm.					seek assistance by calling the appropriate contact number, which will be included in all issued permits and/or stated by The Main Contractor's at the site induction session. Permits will also state the actions to be taken in case of any general emergency in the area. AUL Personnel are to report all accidents and near misses that may occur, to The Main Contractor Site Management immediately.			
Injuries/Emergencies. Potentially injury or harm from uncoiling of Cable Ducting / pipe coils under tension	AUL Personnel / 3 rd Parties	3	3	9	Cable Ducting coils will be delivered to site with manufactures strapping restraining the Cable Ducting into a coil. The Cable Ducting / pipe coils will be unrolled following the manufactures guideline as detailed in Appendix H. The coils of Cable Ducting will be fitted with specialist straps, fitted at different positions around the turns and layers of Cable Ducting / pipe coils that form the coils. When the coil is ready to be dispensed, the straps are to be removed in sequence, ensuring that the energy contained in the coil is release in a controlled and safe manner. All unauthorised personnel will be removed and restricted from entering the working area before any Cable Ducting uncoiling work starts When undoing the coil bindings, it is important to note that Cable Ducting pipe cois ends can spring out. For Cable Ducting s with an outer diameter of up to 150 mm, the coils are usually uncoiled in an upright position. In view of the reduced Cable Ducting flexibility at low temperatures around freezing, the coil can be warmed up for a few hours in a heated building or a heated tent to facilitate installation.	1	3	3
Use of hand tools and equipment. Injuries to hands/ eyes etc. Equipment not working to the required standard.	AUL Personnel.	3	3	9	Various hand tools will be used for this work including: - Various hand tools. stihl Saw (Cut Grad 5 Gloves to be worn). - The condition of all the above items will be checked by the AUL Supervisor, prior to them being used on site. All items must be PAT tested (every 3 months) and items such as the generator or slings/ ropes must be supplied with a formal and thorough examination certificate. Damaged/worn tools/equipment will be removed from service and replaced. All Operatives to be skilled at using equipment (or works must cease, and a new risk assessment completed), they must have a working knowledge of the tools and work to occur, have the correct attitude	1	3	3

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WORKPLACE RISK ASSESSMENT FORM

HAZARDS & Risks	PERSONS AFFECTED	RISK			CONTROL MEASURES (List control measures that are provided and those required)	RISK		
		L	S	R		L	S	R
					towards safety, training the in use of work and the equipment and also experience in such work. All manufacturers' data information to have been read and understood before use and to be used as an aide for pre-inspection. Items to be stores safely, including in a suitable environment. Note the IP rating of electrical equipment. 110v Equipment.			
Use of Personal Protective Equipment Not wearing the correct protective equipment or to the correct standard.	AUL Personnel.	3	3	9	The standard items of Personal Protective Equipment for use, in all work areas are: • Safety Helmet EN397 • Light Eye Protection EN166 • Hand Protection (Polyco Reflex Type Gloves – Cut grade 3 minimum and recommended water resident) EN374. • Steel Toe Capped Safety Boots s3/s5 – EN 20345 • Hi visibility garment (Vest or Jacket) EN471 • Safety Glasses always and Impact Resistant Goggles (Grade B – <i>wherever there is a likelihood of flying objects generated. I.E. By use of the Gator Saw etc.</i>) EN 166. • FFP3 Dust mask and operative face fitted for this. During the operation of the stihl Saw, the operator and all nearby personnel will wear BS EN 352-5:2002 Hearing protectors and grade B goggles, or the area will be kept clear of personnel, whilst the saw is in use. All the above items of Personal Protective Equipment will be worn by all AUL personnel, at all times during the works. All equipment will be checked by the AUL Site Supervisor prior to work commencing at each individual area of the works. The use of knee pads and waterproof overalls will also be deployed.	1	3	3
Training/Certification Lack of competency.	AUL Personnel/3 RD Parties	3	4	12	All AUL Personnel are suitably trained, experienced and competent to carry out this type of work. The AUL Supervisor holds a current NRASWA Supervisors Certificate. All AUL Personnel hold current CSCS Certification and plant operators hold the relevant CPCS Certification. Trade qualifications such as EUSR and Gas Safe shall also be in place and industry best practice followed. Trained in lifting equipment. Manual Handling. SMSTS/SSSTS.	1	4	4
3rd Parties in or adjacent to the areas of works.	AUL Personnel/3 RD Parties	3	4	12	Where other contractors or personnel may be working alongside any of AUL's operations, this should be discussed, and controls set in place during the induction session. Where unexpected events may occur that dictate others working in AUL's areas then AUL's operatives will recognise this as a change to the planned works and will cease their operations and make the area safe.	1	4	4

NO OPERATION MUST BE CARRIED OUT UNTIL ALL THE CONTROLS MEASURES IDENTIFIED IN THIS ASSESSMENT ARE IN PLACE

WORKPLACE RISK ASSESSMENT FORM

HAZARDS & Risks	PERSONS AFFECTED	RISK			CONTROL MEASURES (List control measures that are provided and those required)	RISK		
		L	S	R		L	S	R
					AUL will then liaise with The Main Contractors Site management in order to agree the next steps or will move on to another area to continue the works. Any visitors to AUL's working area must first report to the AUL Site Supervisor before entering.			
Passing vehicles and other contractor's personnel.	AUL Personnel & Other contractors.	4	5	20	These works are to be carried out within The Main Contractor's site boundaries and AUL Personnel, who may be, operating plant and vehicles will adhere to the site speed limit in force. (The site speed limit is to be included in the initial site induction.) The digger will need to be operated on designated vehicle routes and will be fitted with working amber flashing beacons, and the operators will hold CPCS certification. All vehicle movements for offloading and loading shall have a banksman in place. The AUL banks person will supervise plant and vehicle movements as they access/egress the protected working areas. This person will be competent to complete this duty. The digger will use chocs etc if required or when adjacent to slopes/ spoils etc.	1	5	5
Physical Agents (Manual Handling, Noise, HAVS, Respiratory Irritants, Eyes, Hazardous Substances/C.O.S.H.H.) Ergonomic injuries/ muscle strain. Damage to hearing. Damage of nerves within fingers/ hands and arms. Breathing difficulties and disease. Damage to eyesight. Damage to health and environment.	AUL Personnel/ 3 rd parties	4	3	12	All AUL personnel will wear hand protection whilst on site. AUL Personnel will introduce the following vibration generating tools on to site. Noise generated by AUL's operations is of a low level and a Noise level of 75dB for 4 hours will not be exceeded. The most noise will come from the use of the Stihl / Gator Saw, which is fitted with a proprietary silencer. Any vibration inducing tools will be chosen in order to reduce the amount of vibration produced to a minimum. The AUL Site Supervisor will monitor the operatives trigger times and the maximum trigger time allowed for each operative in any 8 hour shift will be as per the attached HAVS Ready Reckoner Chart. Therefore, HAVS issues are seen as controlled and managed for this site. Light eye protection and hand protection is mandatory for AUL Personnel at all times, whilst on site. If AUL personnel require the use of RPE Masks, they will use FFP3 Grade masks and will undergo Face Fit Testing and will be clean-shaven. The foreseeable requirement for manual handling in these works is negligible and all materials and tools weighing more than 20 kgs will be carried out by mechanical means. Cable Ducting lengths will be cut to manageable lengths and mechanical lifting deployed before shared physical movement. Where an unforeseen need for manual handling heavier materials is realised, the items will be broken down into its separate components, where possible or this will be recognised as a hold point and the operations will be further reviewed, and specific controls set in place and personnel re-briefed prior to continuing the works.	1	3	3

NO OPERATION MUST BE CARRIED OUT UNTIL ALL THE CONTROLS MEASURES IDENTIFIED IN THIS ASSESSMENT ARE IN PLACE

WORKPLACE RISK ASSESSMENT FORM

HAZARDS & Risks	PERSONS AFFECTED	RISK			CONTROL MEASURES (List control measures that are provided and those required)	RISK		
		L	S	R		L	S	R
					The utility materials will be lifted into position using the excavators (see attached non crane lift plan) C.O.S.H.H. Assessments for Fuels, gases, and Chlorination Tablets are attached. There are no other foreseeable hazardous/C.O.S.H.H. Related substances to be used for these works.			
Moving plant Struck by moving plant. Collisions with moving or stationary objects.	AUL Personnel	4	4	16	AUL will be using 1 5 tone digger on this site. All operators will have the relevant CPCS certification and will be experienced and competent to operate the machines. All visual aids will be fitted, working and properly aligned on the machines. The operators will wear the fitted seat belts whilst working the machines. The AUL banks man will control all excavator maneuvers. All machines will be hired from a reputable hire company and will be well maintained, and the excavators will hold current certificates of thorough examination. All plant and tools used will comply with the relevant requirements of the P.U.W.E.R. 1998 Regulations. AUL Plant Operators will carry out daily pre-start checks prior to commencing work. The excavator will not over sail the areas outside the barriers.	1	4	4
Excavation works Collapse. Asphyxiation from fumes or collapse of strata. Work at height and falls into excavation.	AUL Personnel/ 3 rd parties.	4	4	16	A permit to access the exaction and to test may be required by The Main Contractor. AUL will be sanctioned to work within the excavation done by others. An excavation checklist shall be carried out to help assess its state of safety when it is handed over by The Main Contractor. No man access will be allowed into the excavations until the AUL Supervisor has carried out his safety checks and given his consent. All AUL's work areas will be effectively barriered off using. Prior ground survey's etc. to have been completed by The Main Contractor, depths to be 400mm maximum. A safe access/ egress point to be established. An ongoing assessment of the area to be undertaken, especially after heavy rain etc. Barriers to place around the excavation area to prevent 3 rd party falls. The ground conditions have been described as being of a non-cohesive material, with the potential to become wet due to inclement weather conditions. Access/egress, into the trench, due to the shallow depth of the trench operatives will be able to step into the trench, care will be taken stepping off the high point. Once the installation has been completed, the excavation will be backfilled by Advanced Utilities limited and the surface will be reinstated all as per the previous by The Main Contractor	1	4	4

NO OPERATION MUST BE CARRIED OUT UNTIL ALL THE CONTROLS MEASURES IDENTIFIED IN THIS ASSESSMENT ARE IN PLACE

WORKPLACE RISK ASSESSMENT FORM

HAZARDS & Risks	PERSONS AFFECTED	RISK			CONTROL MEASURES (List control measures that are provided and those required)	RISK		
		L	S	R		L	S	R
					Site Management. Diesel generator to be located outside of the excavation to prevent exhaust fumes entering it.			
Delivery and movement of materials to and around site. Struck by moving plant. Collisions with moving or stationary objects. Work at Height and falls.	AUL Personnel and 3 rd parties	3	4	12	All material deliveries, to site, will be unloaded at the designated area as defined by The Main Contractor Site Management. Apart from the mobile plant, which will be self-unloaded, Cable Ducting will be 200mm diameter A delivery Hiab vehicle will be used for the unloading of 1 ton sand bags, the vehicle will be driven by a competent delivery driver shall access site with the aid of a banksman and offloading using lifting arm to a location as close as possible to the installation. All warning beacons and safe operations including 5mph driving on vehicle only routes shall be deployed. A lifting plan to be in place. All vehicles to follow a pedestrian segregated route and use flashing beacons, competent drivers, mirrors etc. Cable Ducting will be transported along a route, as designated by The Main Contractor Site Management, to the relevant installation positions.	1	4	4
Lifting Operations Struck by moving plant. Collisions with moving or stationary objects. Work at Height and falls.	AUL Personnel and 3 rd parties	4	5	20	All lifting operations will be planned by AUL's Supervisor. Appointed Person for Lifting Operations (AP) and will be carried out within the limitations of the planning. 1 Ton Sandbags will be delivered, by articulated vehicle and unloaded via hiab lifting arm at the storage areas to be agreed with The Main Contractor Site management. AUL will require adequate space to be made available, at the storage areas. Area to be fully segregated and works coordinated to allow this to occur. Exclusion zones to be in place during lifting and unloading. Banksman to accompany vehicle to resting place but to not stand at load bearing side. At the point of unloading all parties must clear the excavation area and the digger to remain away from the excavation side by 1m+. AUL will require a wide area to be preserved by the client alongside the line of their excavations, in order to maneuver.	1	5	5
Material's Management/Waste materials/Housekeeping issues	AUL Personnel & 3 rd parties.	4	4	16	All waste materials will be stored in a tidy condition and will be deposited into areas as designated by The Main Contractor site supervisor. The work areas will be kept clear a free from slip or trip hazards. No waste materials will be stored in any public areas. Any spillages that may occur will be immediately cleaned up using the spill kits provided by AUL. All materials	1	4	4

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WORKPLACE RISK ASSESSMENT FORM

HAZARDS & Risks	PERSONS AFFECTED	RISK			CONTROL MEASURES (List control measures that are provided and those required)	RISK		
		L	S	R		L	S	R
					for installation on this site will be stored in an area as designated by The Main Contractor's site supervisor. No materials will be stored in public areas unless this has been agreed with The Main Contractor's site supervisor and Heras panel pedestrian management barriers will always be in place to protect them.			
Site environment and slips, trips and falls.	AUL Personnel & 3 rd parties.	4	4	16	Full PPE to worn at all times including task specific. Excavation slopes to be monitored regards slips potential especially after significant rain. Housekeeping to be of a high standard. Deploy the Main Contractor's Close Calls form where risks are identified and liaise with The Main Contractor Management to rectify. Make sure all cables for equipment and generator are placed out of a walking route and that all operatives are aware of their location.	1	4	4

High Risk Operation - NO (delete as required)	Temporary Works - NO If Yes – refer to HS&E-STD-T01	The above control measures have been implemented Site Manager Date
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NO OPERATION MUST BE CARRIED OUT UNTIL ALL THE CONTROLS MEASURES IDENTIFIED IN THIS ASSESSMENT ARE IN PLACE

RISK RATING = Likelihood (L) x Severity (S)		HAZARD SEVERITY (S)				
		1	2	3	4	5
		Negligible Negligible injury, no absence from work	Slight Minor injury requiring first aid treatment	Moderate Injury leading to a lost time accident	High Involving a single persons serious injury/death	Very High Multiple serious injuries/death
1	Very Unlikely A freak combination of factors would be required for an incident / accident to result	LOW	LOW	LOW	LOW	LOW
2	Unlikely A rare combination of factors would be required for an incident / accident to result	LOW	LOW	LOW	MEDIUM	MEDIUM
3	Possible Could happen when accidental factors are present but otherwise unlikely	LOW	LOW	MEDIUM	HIGH	HIGH
4	Likely Not certain to happen but an additional factor may result in an incident/accident	LOW	MEDIUM	HIGH	HIGH	HIGH
5	Very Likely Almost inevitable that an incident / accident would result	LOW	MEDIUM	HIGH	HIGH	HIGH

Likelihood

How often could the hazard occur? Consider the task, frequency, duration, method of work, employees involved.

Severity

How serious would the hazard's effects be if realised? Consider the type of hazard, biological, ergonomic, physical and chemical.

Risk = Likelihood x Severity

E.g. Likelihood (4) X Severity (3) = 12 **HIGH RISK**

LOW RISK (Score 1-6)	May be acceptable, however, review task to see if risk can be reduced further
MEDIUM RISK (Score 8-10)	Task should only proceed with appropriate consultation with specialist personnel and HS&E team. Where possible the task should be refined to take account of the hazards involved or the risks should be reduced further prior to task commencement
HIGH RISK (Score 12-25)	Task must not proceed. It should be redefined further control measures put in place to reduce risk. The controls should be re-assessed for adequacy prior to work commencement.

NO OPERATION MUST BE CARRIED OUT UNTIL ALL THE CONTROLS MEASURES IDENTIFIED IN THIS ASSESSMENT ARE IN PLACE

Workplace Risk Assessment

Site Address	Contract: Mira Technology Park Watling Street Nuneaton, Warwickshire, CV10 0TU	Location on site.		Date:	28 th June 2024
Assessor	Paul McElhone	Operation	Chlorination of water main	Project ref No:	5562

What are the hazards?	Who might be harmed and how	Precautions already in place	Risk Rating			What further action is necessary?	Residual Rating		
			Probability	Severity	Risk		Probability	Severity	Risk
Contact with chlorination chemicals	AUL technician and site personnel – chemical burns or ingestion	Chemicals are stored in purpose built racks in vans and located on firm / level ground when in use. All personnel wear chemical proof gloves and safety eyewear - LEP. Chemicals are not to be ingested. Chemical containers to be clearly marked.	3	2	6	Exclude all personnel not involved in the activity from the work area. All clothing that comes into contact with chemicals to be removed and skin rinsed with water. Technician to be briefed on the COSHH Assessment.	2	2	4
Inhalation of vapours	AUL technician – causing respiratory system issues	Chemical containers are fitted with venting caps and the technician's van is fitted with an extractor vent. Chemicals are only to be used in well ventilated area – ie outside. Chemicals must not be mixed in open containers.	2	2	4	The technician will examine the condition of the chemical containers prior to use to inspect for damage; and they will be handled gently to prevent damage	1	2	2

PROBABILITY – Likely (5), Probable (4), Possible (3), Remote (2), Improbable (1)

SEVERITY – Catastrophic (5), Major (4), Reportable (3), Serious (2), Minor (1)

RISK = PROBABILITY X SEVERITY (Residual Risk is the level of risk that remains after suitable and sufficient control measures are introduced)

Workplace Risk Assessment

Site Address	Contract: Mira Technology Park Watling Street Nuneaton, Warwickshire, CV10 0TU	Location on site.		Date:	28 th June 2024
Assessor	Paul McElhone	Operation	Chlorination of water main	Project ref No:	5562

Operative being overcome by fumes from petrol driven generator	AUL technician – breathing in exhaust fumes causing unconsciousness.	All generators to be sited away from the work area, exhausts to be facing away from the work area. Generators are not to be used in enclosed spaces or adjacent to excavations.	2	4	8	If the chemical dosing is to be carried out in an enclosed space, additional 110v extension leads will be used or the technician will use a battery pack.	1	4	4
Contact with moving vehicles	AUL technician and site personnel being struck by travelling public and / or site vehicles.	Work area to clearly and securely fenced off. Signing, lighting and guarding and TM to be in place and maintained by the principle Contractor as required – AUL will close fencing when entering and leaving the work area. Our technicians are not responsible for SLG but will report any disturbed signs, cones and barriers to site teams for them to action. Hi visibility clothing to be worn as per the induction.	2	3	6	Principle Site team will be on site during our activities and they will be able to maintain the SLG.	1	3	3
Falling into excavation	AUL technician, site teams and	Work area to be fenced off and excavations to have	2	3	6	Excavations to be backfilled once work is completed. Road	1	3	3

PROBABILITY – Likely (5), Probable (4), Possible (3), Remote (2), Improbable (1)

SEVERITY – Catastrophic (5), Major (4), Reportable (3), Serious (2), Minor (1)

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Workplace Risk Assessment

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Assessor	Paul McElhone	Operation	Chlorination of water main	Project ref No:	5562

	members of the general public.	appropriate edge protection and suitable means of access and egress				plates / footpath plates to be in place where possible			
Working in trench / excavation	AUL technician and any personnel in excavation – crushing injury due to trench / excavation sides collapsing or failure of temporary works	Temporary works to be designed, installed, checked and maintained by trained and competent individuals – Temporary Works Coordinator and Temporary Works Designer. System shoring to be appropriate for use.	3	5	15		1	5	5
Operative being overcome by fumes from mixing chemicals	AUL technician – breathing in mixed chemical fumes	Chemicals to be stored away from each other in appropriate manner.	2	4	8	Chemical dosing units and bulk tanks (where used) to be rinsed clean before changing from one chemical to another	1	4	4
Environmental Risk – Accidental chemical spillage	Watercourses, drains (including land drains)	UN rated drums, carefully handling, visually inspected before being transported/handled, placed on level, solid surface	2	1	2	Chemicals drums to be placed in suitable bund / plastic container when being used on site. Douse/flood area with potable water in the event of accidental release	1	1	1

PROBABILITY – Likely (5), Probable (4), Possible (3), Remote (2), Improbable (1)
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Workplace Risk Assessment

Site Address	Contract: Mira Technology Park Watling Street Nuneaton, Warwickshire, CV10 0TU	Location on site.		Date:	28 th June 2024
Assessor	Paul McElhone	Operation	Chlorination of water main	Project ref No:	5562

Probability	Severity	Severity	5	4	3	2	1	Outcome
			L	Pr	Po	R	I	1 – 6 Acceptable
5 Likely (L)	5 Catastrophic (C)	5 C	25	20	15	10	5	
4 Probable (P)	4 Major (M)	4 M	20	16	12	8	4	
3 Possible (Po)	3 Reportable (R)	3 R	15	12	9	6	3	8 – 25 Not Acceptable
2 Remote (R)	2 Serious (S)	2 S	10	8	6	4	2	
1 Improbable (I)	1 Minor (Mi)	1 Mi	5	4	3	2	1	

PROBABILITY – Likely (5), Probable (4), Possible (3), Remote (2), Improbable (1)
SEVERITY – Catastrophic (5), Major (4), Reportable (3), Serious (2), Minor (1)
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Workplace Risk Assessment

Site Address	Contract: Mira Technology Park Watling Street Nuneaton, Warwickshire, CV10 0TU	Location on site.		Date:	28 th June 2024
Assessor	Paul McElhone	Operation	Install new water main	Project ref No:	5562

What are the hazards?	Who might be harmed and how	Precautions already in place	Risk Rating			What further action is necessary?	Residual Rating		
			Probability	Severity	Risk		Probability	Severity	Risk
High pressure water	AUL technician, site personnel and anyone in the vicinity of the works – jet of water from failed pipeline or fitting causing injury.	Appropriate eye protection to be worn as well as standard PPE. Pressure testing equipment to be fitted and operated by trained and competent technicians. Pressure regulators to be set prior to use to prevent over pressurising of pipelines. Technician to be present during the pressurisation process to monitor the process. All pressure testing equipment to be checked prior to use. Pipelines to be installed by trained and competent pipeline installation crews.	2	2	4	Exclude all personnel not involved in the activity from the work area.	1	2	2

PROBABILITY – Likely (5), Probable (4), Possible (3), Remote (2), Improbable (1)
SEVERITY – Catastrophic (5), Major (4), Reportable (3), Serious (2), Minor (1)
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Assessor	Paul McElhone	Operation	Install new water main	Project ref No:	5562

		Flanges to be torqued as per manufacturer's instructions. Pipeline materials to comply with relevant specifications. Thrust restraint and other temporary works to be designed, installed, checked and maintained by trained and competent individuals – Temporary Works Coordinator and Temporary Works Designer. Pressurisation of pipelines to be carried out from a safe distance – we have 6m pressure hoses from our pump to the test end manifold.							
Flooding of excavation	Anyone in the excavation in the event that the	No one is not to enter the excavation whilst the pipeline is pressurised.	2	2	4	Installation Team to backfill excavations when practicable.	1	2	2

PROBABILITY – Likely (5), Probable (4), Possible (3), Remote (2), Improbable (1)

SEVERITY – Catastrophic (5), Major (4), Reportable (3), Serious (2), Minor (1)

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Assessor	Paul McElhone	Operation	Install new water main	Project ref No:	5562

	pipeline fails causing flooding.	6m pressure hoses to be used when pressurising the pipeline. All personnel and public to be excluded from the work area during pressurisation of the pipeline.							
Use of a petrol driven hydrostatic test pump	AUL technician – breathing in exhaust fumes causing unconsciousness.	All generators to be sited away from the work area, exhausts to be facing away from the work area. Generators are not to be used in enclosed spaces or adjacent to excavations.	2	4	8	If the pressure testing is to be carried out in an enclosed space, a 110V pressure test pump will be used if suitable. Additional pressure hoses can be used to enable the pump to be operated away from the enclosed space.	1	4	4
Moving vehicles	AUL technician and site personnel being struck by travelling public and / or site vehicles.	Work area to clearly and securely fenced off. Signing, lighting and guarding to be in place and maintained by Principle Contractor – AUL will close fencing when entering and leaving the work area. Our technicians are not responsible for SLG but will	2	3	6	Principle Contractor Site team will be on site during our activities and they will be able to maintain the SLG.	1	3	3

PROBABILITY – Likely (5), Probable (4), Possible (3), Remote (2), Improbable (1)

SEVERITY – Catastrophic (5), Major (4), Reportable (3), Serious (2), Minor (1)

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		report any disturbed signs, cones and barriers to site teams for them to action. Hi visibility clothing to be worn as per the induction.							
Working adjacent to excavations	AUL technician, site teams and members of the general public.	Work area to be fenced off and excavations to have appropriate edge protection and suitable means of access and egress	2	3	6	Excavations to be backfilled once work is completed. Road plates / footpath plates to be in place where possible	1	3	3
Pressurised pipeline	AUL technician adjacent to test end – crushing injury due to failure of pipeline / temporary works	Appropriate eye protection to be worn as well as standard PPE. Pressure testing equipment to be fitted and operated by trained and competent technicians. Pressure regulators to be set prior to use to prevent over pressurising of pipelines. Technician to be present during the pressurisation process to monitor the process.	2	2	4	Exclude all personnel not involved in the activity from the work area.	1	2	2

PROBABILITY – Likely (5), Probable (4), Possible (3), Remote (2), Improbable (1)

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Assessor	Paul McElhone	Operation	Install new water main	Project ref No:	5562

		All pressure testing equipment to be checked prior to use. Pipelines to be installed by trained and competent pipeline installation crews. Flanges to be torqued as per manufacturer's instructions. Pipeline materials to comply with relevant specifications. Thrust restraint and other temporary works to be designed, installed, checked and maintained by trained and competent individuals – Temporary Works Coordinator and Temporary Works Designer. Pressurisation of pipelines to be carried out from a safe distance – we have 6m pressure hoses from our								
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PROBABILITY – Likely (5), Probable (4), Possible (3), Remote (2), Improbable (1)

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Assessor	Paul McElhone	Operation	Install new water main	Project ref No:	5562

		pump to the test end manifold.							
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Probability		Severity		Severity	5	4	3	2	1	Outcome
					L	Pr	Po	R	I	1 – 6 Acceptable
5 Likely (L)		5 Catastrophic (C)	5	C	25	20	15	10	5	
4 Probable (P)		4 Major (M)	4	M	20	16	12	8	4	
3 Possible (Po)		3 Reportable (R)	3	R	15	12	9	6	3	8 – 25 Not Acceptable
2 Remote (R)		2 Serious (S)	2	S	10	8	6	4	2	
1 Improbable (I)		1 Minor (Mi)	1	Mi	5	4	3	2	1	

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RISK ASSESSMENTS / COSHH ASSESSMENTS

LANDSCAPING METHOD STATEMENT

CN200

GMI Mira Horiba 8 & 9

Start date: 23/9/24

**Scope of works – Soiling Works, Tree and shrub planting
Planting, Cultivating and Seeding, Fencing & General Grounds
Maintenance**

RAMS prepared and overseen by Oliver Cousins

Contracts Manager

Signed

RAMS Updated 27/02/23

Distribution – GMI

Gavin Jones Office File

Gavin Jones Site File

Method statement

Project – Scope of Works

To carryout soft landscaping work to the areas identified on drawing no 1328-TFC-P9-00DR-L-1001

Resources

Our landscape construction team will consist of 2-3 Landscape Craft-person's and 1 Foreperson all of which are CSCS accredited and are NVQ trained in relative landscape operations.

Supervision on site is day to day with the working Site foreperson and regular site visits from the Contracts Manager who is IOSH qualified to monitor programmed works and quality control throughout the project.

We will endeavour to follow your supplied programme to ensure smooth interaction with other trades operating ahead of our works.

All plant brought to site by Gavin Jones will be our own specialist cultivating equipment or plant hired from reputable hire companies and provided with test certs as required.

Method of works

All personnel will arrive on site on the first day and attend the Site Induction and the Foreperson will carry out daily safety briefings prior to commencement of any works.

1.0 SITE ACCESS:

1.1 The site will be accessed using the entrances provided by GMI Construction or ancillary entrances as required and agreed during the progress of the works.

1.2 Gavin Jones employees will arrive on site wearing the appropriate PPE. PPE includes site helmet, gloves, glasses, hi-viz vest and task specific gloves.

1.3 Gavin Jones operatives will be using 3.5 tonne Transit type and or 7.5 tonne Iveco/DAF type vehicles as appropriate to the tasks being carried out on site. Reference Doc: RA-PL32 Driving Lorries and RA-PL31 Driving Vans.

1.4 Plant and equipment will be transported to site either on Gavin Jones own vehicles or on low loader from a selected plant hire company to be advised.

1.5 All site attendees will take part in INTERNAL Daily Activity Briefings (Dab's) and Start rights to conform to GMI construction requirements undertaken by managers and supervisors as required each day. Reference Docs: DAB.1 Daily Activity Briefing Sheet. RA-Site based Risk Assessment and T.3 Tool Box Talk Form.

1.6 All movements around site either on foot or in a vehicle will adhere strictly to the site traffic plan and all pedestrians to use controlled corridors around site where applicable.

2.0 PERSONNEL TRAINING AND COMPETENCIES:

2.1 All site operatives and plant operators will be suitably qualified to undertake the works being implemented. All site operatives to hold CSCS cards and plant operators to hold CPCS and or NPORS

Method Statement Reference: GJL JW MS002

plant operator competency cards. CSCS/CPCS cards to be presented at induction as per GMI visual standards.

2.2 Movement of plant and equipment around the site will be supervised by trained banksmen as required. Banksman training to be CPCS or NPORS as per GMI visual standards.

2.3 Delivery vehicles will be supervised by banksmen as appropriate and directed to the required location so as not to obstruct others.

2.4 All delivery vehicle drivers will be toolbox talked by Gavin Jones site supervisor to ensure all drivers adhere to the agreed access regime to ensure the smooth interface with other delivery vehicles and site vehicles which are using the same access road.

2.5 Day to day site supervision will be with a working foreman and the contracts manager who attends site regularly to check quality and progress.

3.0 TOPSOILING

3.1 All areas outlined in the construction issue drawings detailed for top soiling will be checked for correct sublevels in line with the specification. The topsoil will be taken from the topsoil bunds that are stocked just off site. Soil will be tipped on site in the designated area and moved to desired locations using a 360 excavator and dumper. Soil to be tipped into areas, spread by excavators and finessed manually by operatives using hand tools such as shovels and rakes. All plant will be operated by a CPCS or NPORS qualified operator, the areas outlined for soil will be filled to the correct levels for either seeding or tree planting. All movement of traffic will operate in line with site movement plans and via the allocated haulage routes around site.

4.0 CULTIVATIONS TO PLANTED AND SEEDING AREAS:

4.1 All areas outlined on the construction drawings detailed for tree planting or seeding will be cultivated to the specified depths using a pedestrian and/or a tractor mounted cultivation equipment and all specified ameliorants added as per the spec, all staff operating this equipment are competent and trained in the use of these machines. Prior to any cultivation works all areas will be checked for services and confirmation of clearance attained before commencement of any works.

5.0 TREE & SHRUB PLANTING

5.1 All trees and shrubs will come to site via Gavin Jones vehicle or nursery transport and be delivered to a holding area supplied by the main contractor then distributed to areas as specified on the construction drawings by hand trolley or telehandler depending on access and tree size the site foreman will assess at time of planting, tree pit will be re-excavated by hand and the tree planted and secured as per the specification including all additions of correct ameliorants and watering upon completion. All members of staff including the machine driver are experienced in the handling and planting of large trees and before trees come to site the foreman will inform any other contractors working in the area to ensure trees can be planted safely and efficiently. Shrubs to be carefully handled, set out by supervisor and planted with spades.

6.0 MULCHING

Ornamental bark mulch will be delivered to site by Gavin Jones vehicles or haulage contractor and then distributed to the areas around site required by hand, wheelbarrows or grace landscapes tipping vehicle whichever is most practical for spreading. All parked vehicles to be coned off from the public whilst on site and leave the site as soon as practical after unloading.

7.0 SEEDING

After cultivation the areas outlined on the plan for seeding will be fertilized as specification, raked to flowing levels then all seeding will be spread in line with industry specification using walk boards, after laying the area will be fully watered.

8.0 Fencing

8.1 Post and wire fencing materials to be delivered to site via GJ vehicle.

8.2 Area to be cable surveyed with CAT and Genny by operative with relevant qualification

8.3 Post and strainers to be set out in accordance with drawing and knocked in with mechanical post knocker

8.4 Wire to be fastened to strainers with staples and tensioned up as per specification

9.0 SITE ADDRESS:

Mira Horiba 8 & 9

Nuneaton

CV10 0TU

10.0 EMERGENCY PROCEDURES:

10.1 All teams on site will be in possession of a company mobile phone at all times.

10.2 All teams to be conversant with warning horns and alarms used on site, this to be reminded regularly at daily activity briefings/ toolbox talks.

10.3 Any changes to site procedures to be passed on to all site staff as changes happen by the site foreman through Daily Activity Briefings DABS who will be in contact with site management.

10.4 Nearest A&E

George Eliot Hospital

College St,

Nuneaton

CV107DJ

Contact: 02476 351351

11.0 KEY CONTACTS:

Contracts Manager: Oliver Cousins 07570 435160

Regional Contracts Manager: John Charnley 07570 435 050

Site Foreman : Carl Burnard 07570 431070

Additional Information

For all operations requiring permits the site foreman will ensure that they contact site office as required at the start of each day to gain relevant permits to work as required.

All Gavin Jones vehicles carry spill kits and all operatives are trained in their use.

Gavin Jones quality control forms will be employed periodically during the construction of the landscape works in line with our ISO obligations copies will be supplied to client site offices as needed.

Gavin Jones are ISO 14001 accredited so are fully environmentally aware and all waste created from our landscape operations is returned to our yard for recycling as highlighted on the environmental works instruction.

None of our works require temporary supports or structures.

Risk Assessments

RA-CM03 Refuelling Small Machines
RA-CM06 Use of a Stanley Knife
RA-CM11 Working near construction areas
RA-HL12 Use of Hand Tools
RA-HL14 Erecting strain wired fence
RA-PL01 360 Excavator
RA-PL05 Use of a Dumper
RA-PL10 Use of Blec seeder
RA-PL11 Use of a Tractor
RA-PL12 Use of Tractor Mounted Rotovator
RA-PL16 Use of a Tractor Mounted Stone Rake
RA-PL31 Driving Vans
RA-PL32 Driving Lorries
RA-SL01 Planting Shrubs
RA-SL02 Planting container grown trees
RA-SL08 Moving container grown plants
RA-SL10 Turfing
RA-SL11 Importing and spreading soil
RA-SL12 Applying Compost by Hand
RA-SL13 Applying Mulch by Hand
RA-SL14 Moving & spreading compost using excavator and dumper
RA-SL16 Application of Fertilisers
RA-SL17 Use of Pedestrian Rotovator
RA-SL19 Working on moderately sloping soil areas
RA-SL20 Use of mechanical post rammer

COSHH Assessments

SSCA V002 – Petrol

Method Statement Reference: GJL JW MS002

SSCA V003 - 2 stroke engine Oil

SSCA V004 - Diesel (Derv)

Task	Refuelling Small Machines	Assessment No.	RA-CM03	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Fuel – Petrol and Diesel	Fire - Burns	Operator All in vicinity	S 5	L 4	RV 20	Full training in hazard, no smoking, no naked lights, avoid fuelling when engine is hot, ensure all spillages are cleared immediately, induction training, co2 or powder fire extinguisher present. Fuelling points are to be selected to ensure that they are away from sources of ignition, and the working area. Always choose a well ventilated area. Never refuel a machine in a vehicle or indoors. Fuel cans should be of a proprietary type designed for fuel storage and properly marked to identify the contents PPE worn	S 4	L 1	RV 4
Fuel – Petrol and Diesel	Spillage / Contamination	Operator All in vicinity	3	3	9	Use leak proof labelled approved container, Refuel from a 5l container using spout or plastic funnels; do not refuel direct from a 20litre container. Refuel on hard surface at least 10m away from drains and other waterways. follow spillage procedures, spillage kit present on site and when used disposed through waste management company. Pour so that the can does not 'glug' when pouring. This causes splashing All filling operations should take place on a plant nappy (drip mat) of a suitable size for the operation. Plant nappies should be replaced if they become filled with oil. Plant nappies which have been replaced should be treated as hazardous waste and returned to the Nursey Court) for safe disposal. Facilities and procedures are in place for oil and oil contaminated products to be disposed of.	3	2	6
Moving Fuel Cans	Manuel Handling	Operator	4	3	12	Beware of the weight of larger fuel cans – such as army style Jerry cans. These can be heavy and could cause a strain if lifted incorrectly. Employees must have had Manual Handling instruction. Do not strain yourself lifting cans which are beyond your capacity	3	2	6
Transportation	Spillage /Contamination / Fire	Operator	4	4	16	Use approved containers, ensure containers do not move in back of van, transport 20l maximum	4	1	4
Refuelling Machines	Fumes	Operator	3	3	9	REFUEL MACHINE IN WELL VENTILATED AREA (OUTSIDE). ENSURE FUEL IS NOT STORED IN DIRECT SUNLIGHT. BE AWARE OF VACUUMS IN PETROL CANS IN WARM WEATHER	3	1	3

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood		1	2	3	4	5	6	8	9	10	12	15	16	20	25
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)				
						CLEARLY LABEL FUEL CONTAINERS AND STORES, NO SMOKING WHILE HANDLING FUEL
						FIRE EXTINGUISHER SITED NEAR STORE

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

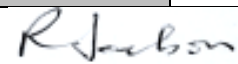
Task	Use of a Stanley Type Knife	Assessment No.	RA- CM06	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Cuts	Use of knife	Operator All in Vicinity	S 4	L 3	RV 12	Work with a sharp blade and do not apply excess pressure. A blunt blade causes you to apply excess pressure and can lead to loss of control. It is preferable to cut from left to right (if right handed), reversing this if left handed. It is difficult to cut away from the body, and dangerous to cut towards yourself. If the cut over-runs cutting towards you, the result could be a cut in the leg (when kneeling) or the chest (when sitting at a workbench). Cut parallel to your chest as described, and rotate the work subject or your position to achieve this Knives should be used with retractable blades. If a knife is the type which has a removable blade cover and the cover is missing, the knife should not be used. This task will require you to use cut proof Kevlar gloves. Do not operate knives where they are accessible by members of the public. They should not be left unattended. Preferably use a belt holster, DO NOT put a knife in your pocket. Do not operate knives where you can be distracted by others or bumped into by others, when operating them	S 4	L 1	RV 4
Cuts	Disposal of Used Blades	Operator All in vicinity	4	3	12	A sharps container is required for disposal of replaceable knife blades, and for broken off sections of sectional break-off blades Break-off sectional blades should only be used with a small portion of the blade exposed beyond the holder. This means a matter of a few millimetres. These blades are not for cutting thick materials, and must not be extended to be used as a long blade. When removing a blunt tip section, use pliers, Kevlar gloves and safety specs, and put the small broken off section into a sharps container	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training
Gloves (BSEN 388)	Eye Protection (BSEN 166)	Safety Boots (BS EN 397)				
Kevlar cut proof 						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Working near Construction Areas	Assessment No.	RA-CM11	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Working Close to Buildings	Falling Objects	Operatives	S 5	L 4	RV 20	Many of the construction projects, which we work near, will be several floors high. This means than building materials can fall from height, be dropped accidentally, or be blown from scaffolding or from roofs and land away from the construction project. Do not presume that a fence around the project will protect you, it is only to keep you away from the construction at ground level In windy conditions, and adjacent to tall buildings do not work in a potential falling debris zone. If debris is already on the ground, and looks likely to have fallen on the ground from the construction, avoid working in the area, and report the matter to your supervisor or manager Safety helmets must be worn at all times	S 5	L 1	RV 5
Working near Traffic Routes	Hit by Vehicles / Machinery	Operatives	5	4	20	Construction work routinely requires many deliveries and other vehicle movements High vis vests or coats should be worn at all times When you are working on or near to a vehicle route, be aware of approaching vehicles, check where they are going and if you think they present a risk take appropriate action, such as standing back and warning others. Be particularly cautious with reversing lorries which have restricted vision	5	1	5
Working close to Construction Machinery	Noise	Operatives	4	3	12	Some construction site activities will entail large noise emissions. If loud noises are emitted from a site, e.g. from the use of a breaker, then ear protection must be worn by operators	4	1	4
Working close to Construction works	Dust	Operatives	4	3	12	Some construction activities will entail large dust emissions. Responsible contractors should control this at source. If it is not properly controlled by others, and the dust is creating a hazard where you are working, cease work in this area and inform your supervisor or manager	4	1	4
Working near Traffic Routes	Damage to Works area	Environment Operatives	4	3	12	Ensure that any works which you have completed or which is still in progress is appropriately signed, and if necessary protected. Record any damage to your work by others or their vehicles, and report it to your supervisor or manager. If possible record damage by taking photographs	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training
Safety Boots (BS EN 397)	Hi Viz	Gloves (BSEN388)	Hard Hat (BSEN397)	Eye Protection (BSEN 166)		
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

TASK	Use of Hand Tools	Assessment No.	RA-HL12	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls	Control Measures in place			Assessment Post Controls		
Piercing action from dippers	Contact with parts of the body	Operator Member of Public All in Vicinity	3	2	6	Dippers should not be allowed to become blunt, turned, split or jagged. Pick head points are to be kept sharp so that metal wears down in use and does not splinter. When using the dipper, the user should be above the attended planting area in a nice balanced position without overreaching. When not in use put tools in a safe location that prevents accidental contact. Always use the dipper tool to prepare a hole for the bulbs.	3	1	3
Use of Hand tools	Splinters / Hand Injury / Injury to self	Operative	3	2	6	All hand tools are only used for what they are designed to do. Do not use for any other activity. Handles should be of good quality plastic, or well-seasoned ash or hickory, of smooth finish and firmly fixed. They are to be checked at frequent intervals for splits or cracks and wedges used when necessary to keep them tight.	3	1	3
Manual Handling	Muscle stains	Operator	4	3	12	Work in a correct manner that avoids over straining or over reaching. Work in a methodical manner Ensure tools used for what they are designed too and not used in an inappropriate way	4	1	4
Working near flammable materials	Fire	Operator All in vicinity	4	2	8	For work near flammable materials or explosive dust, special tools made from non-ferrous metals are to be used. They are to be inspected at regular intervals to ensure steel splinters have not become embedded	4	1	4
Working near Electricity	Electrocution	Operator	4	3	12	All metal tools are conductors of electricity. Where work is to take place on or near electrical installations or apparatus only properly insulated and non-conductive tools are to be used. Current should be switched off where possible.	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood		1	2	3	4	5	6	8	9	10	12	15	16	20	25
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements	Additional Equipment / Training
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Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)				Manual handling training,
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Erecting Strained Wire Fence	Assessment No.	RA-HL14	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Working on construction sites	Moving plant and machinery	All operatives	S 3	L 3	RV 9	All to report to client / main contractor when entering site. Company uniform worn at all times. PPE worn, attend site safety induction	S 3	L 1	RV 3
Working area	Difficult access areas, unstable ground, muddy or slippery ground	Operative All in vicinity	3	3	9	Ensure access & egress routes are identified and kept clear ask site to clear/scrape working area if not possible assess on a per task basis to ensure your working area is safe to work in, wear steel toe capped wellingtons if the ground is boggy/muddy, PPE worn	3	2	6
Driving posts/excavating post holes	Electricity/gas services	Operative All in vicinity	5	4	20	Checks for underground services are made pre digging from site plan or cat scan. do not dig within 30cm of electric cables, PPE worn USE INSULATED TOOLS ONLY	5	1	5
Working on site	Handling materials loading out	Operative	2	3	6	Park vehicles/unload deliveries as close to work area as possible to reduce manual handling distances. Only carry what is comfortable and within permissible guidelines 20kg, posts and wire can be heavy and awkward to carry, Ensure clear access routes are maintained at all times. PPE worn	2	2	4
Use of a post rammer	Struck by rammer	Operative	2	3	6	Hard hat to be worn by all involved in post ramming, Do not lift the post rammer above height of stake prior to hitting as could catch on top of post and fall off the post. User to be @ ground level when using. Do not stand on anything to gain height.	2	2	4
Use of hand tools	Damage to user	Operative	3	3	9	Individual risk assessments are followed, check hand tools pre use to ensure no faults. Do not use faulty/damaged tools, Only use the hand tool for the task that it's designed for. Do not lift too much soil in any one lift. Ensure firm footing and avoid twisting when lifting soil. PPE worn	3	2	6
Working on site	Slips, trips, falls	Operative all in vicinity	4	3	12	Access & egress routes maintained, holes dug just before installation and not pre dug and left unattended, materials left in an orderly fashion not strewn about All tools to be stored away from pedestrian areas with all blades facing downwards. PPE worn	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															
			1	2	3	4	5	6	8	9	10	12	15	16	20	25

PPE Requirements						Additional Equipment / Training
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)	Hard Hat (BSEN 397)	Hi Viz		EYE PROTECTION WHEN CUTTING TIMBER AND STRAINING WIRE
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Use of a 360 digger	Assessment No.	RA-E19	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Machinery Operation	Safe Operation of Machine	Operator All in vicinity	S 5	L 3	RV 15	Full competence trained user, (Certified Operator) The excavator should be roadworthy, compliant with all relevant regulations, and testing. The driver should make daily checks and a documented weekly check must be recorded. Any faults which cannot be rectified immediately must be reported to the contracts manager. The excavator must have a valid certificate of thorough examination. All lifting devices used for loading and unloading are included within LOLER regulations and subject to testing. These should be inspected prior to use and only used if in good condition and the correct item for the lifting operation planned. Any substandard equipment must be red tagged with a DO NOT USE label and reported to the drivers line manager as soon as possible. The driver should be aware of the capacity dimensions of the excavator, and also of its height. The information should be written on the dashboard or other easy to view location. This may be required prior to accessing a site or under a bridge. The driver should also take into account any increase in dimensions with large loads on the lorry or trailer When working the driver should be wearing steel toe and midsole boots. When out of the cab the driver needs to be wearing a high visibility coat or vest and general purpose work gloves such as riggers. A safety helmet is also required.	S 5	L 1	RV 5
Vehicle in motion	Fall From or Roll Over	Operator All in vicinity	5	4	20	The digging arm presents dangers when raised as it changes the centre of gravity of the vehicle, making it more liable to falling over, especially when loaded. The digging arm should only be raised on firm level ground only, raising the arm slowly. Any vehicle movements must be very slow and controlled. Where fitted any soil blade must be lowered to act as a stabiliser, and facing the work/excavation being carried out. The excavator must be fitted with a roll bar/roll cab and a seat belt. The seat belt must be worn at all times when on the excavator. The excavator should be driven with extreme care when the ground is uneven, as even small holes or areas of soft ground can lead to overturning. Slopes which are within the capacity of the excavator should be driven straight up or down, rather than diagonally. Beware of approaching trenches and holes as the edges can collapse causing the excavator to go into the hole or overturn. No persons should be in the hole when the excavator is tipping materials into it., in case the excavator goes into the hole or trench collapse occurs. The operator is never to exceed working slopes specified in the manufacturer's handbook. When using on banks the machine is to driven in an up/down pattern. It should not, on any account, operate across a slope. Passengers are not to be carried unless specifically designed passenger seats (with seatbelts) have been installed. When entering and leaving the vehicle ensure that any steps are clean and free from slip hazards.	4	1	4

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Vehicle in motion	Hit By Excavator	Operator All in Vicinity	S 5	L 4	RV 20	This machine is used at slow speeds, however the operator is not to become complacent and is to keep their concentration at all times. All personnel not involved in the operation are to be kept out of the area where possible. All employees working in the area, including the drivers when not in their cabs, are to wear hard hats, safety boots and high visibility vests. Where possible the machine is not to be operated in areas within 15m of the public. Even with this safety distance if the public are in the vicinity then operating speeds are to be lowered. When carrying out any work under the digging arm (such as lubrication), only enter the area where the digging arm could descend when it has been parked in a position where it cannot descend any further. Most excavators have a 360 degree swivelling facility. Drivers or others should not enter the potential trap zones around the machine and other features such as buildings. Access to a trap zone is only possible when the excavator is parked and switched off for maintenance work by trained personnel, working in accordance with the manufacturers handbook. Watch for dangerous traffic when crossing and using roads. An orange flashing light should be fitted for operating near traffic. All excavator drivers are to be made aware of the speed limits on site and are to abide by them (particularly wheeled versions which are often quicker). Excavators are to use the designated site entry and exit points and the designated routes within the site. Operations may have to be controlled by a competent banksman, see individual site rules and method statements. Reversing of excavators must always be controlled by a banksman. The banksman must stay out of the tipping zone and the rollover zone, but be visible to the driver at all times when working in conjunction with him. Other site workers must be wearing his vis vests or coats. Beware of persons on site who have not got high vis clothing on, and always check before you move to ensure the area you move into is clear of people and obstructions. Drivers are not to dismount from a moving vehicle. Vehicles are not to be left unattended unless the engine has been switched off, the controls left in neutral and the handbrake applied. If left on sloping ground the excavator is to be chocked. If the excavator is moving in confined areas or near other workers or the public a competent banksman is to guide it. If the excavator is operating on a gradient the operator is to slow the working cycle down and undertaken. Reversing manoeuvres are to be avoided where possible, if they are necessary a competent banksman is to guide the operator throughout the procedure. Pedestrians are to be prevented from entering the area where reversing is taking place.	S 5	L 1	RV 5
Machinery in motion – Moving parts	Moving Parts	Operator All in vicinity	5	4	20	Prior to starting the machine the operator is to check all guards are in place and secure. No person is to place any part of their body near the moving parts of the machine, other than the controls, whilst the engine is running. If members of the public encroach into your work area, turn off the engine and wait for them to pass before restarting. On no account is the machine to be left unattended. When not in use it is to be secured in a safe compound, and the ignition key removed. The engine must be turned off, cool and keys removed before commencing any maintenance work.	5	1	5

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Implement Changing	Hit by Object Falling Object Entrapment Manual Handling Injuries Cuts	Operator All in vicinity	S 5	L 4	RV 20	Changing the buckets or other implements is a hazardous operation. These items are frequently heavy and difficult to manoeuvre. Simple buckets must be located with the correct size of pins (diameter and length). These must in turn be located with proper retaining pins. Beware of finger traps between the bucket and attachment points. Never put hands into these potential trap zones. The manufacturers handbook must always be to hand to supply information for this task. Buckets used must be compatible with the machine, and not oversized. Auto hitch buckets must be of a type which have a manually placed retaining clip rather than being completely automatic. A separate tool box talk is required for each specific automatic bucket type. Other implements are items such as hydraulic breakers. These have hydraulic hose connections as well as being secured by pins. Attachment and removal of hydraulic links must be in accordance with the manufacturers instructions. Beware of hydraulic fluids contained under pressure which if released can cause severe injury, with fluids penetrating the body. Additional training is required for these attachments	S 5	L 1	RV 5
Using Excavator	Falling Objects	Operator All in vicinity	5	4	20	Loads must be safely positioned. Debris should not be able to fall or fly off the load or even out of a relatively empty bucket. Safety glasses may be required for dust/debris handling. A clear view must be maintained at all times over the load.	5	1	5
Buried Services	Electrocution Explosion	Operator All in vicinity	5	3	15	Underground services are a a major hazard for excavator operators. All excavator operators must have had training in using a cable avoidance tool and signal generator (CAT and Genny). Excavator operators must all have easy access to a CAT and Genny. Plan checks must have been made and services locations must all have been checked with suppliers (electricity, gas etc). Permits to dig may be required for some sites, but these do not make the area safe, they only mean that you have permission to proceed with a safe digging system. Hand digging will be required near to services.	5	3	15
Overhead Power lines	Electrocution Explosion	Operator All in vicinity	5	4	20	Care must be taken when using the excavator as it may contact overhead wires and endanger the operator and others. The driver must always look for overhead wires prior to operating the excavator and ensure that a large safety margin is maintained when they are located. If movement is under overhead cables an indicator line is to be set up in advance and lower than the overhead wires.	5	1	5
Getting on / off excavator	Fall from Height	Operator	3	3	9	The operator of the excavator is to enter and leave it using the steps provide for that purpose. Surplus mud is to be cleared from the steps prior to use. Where fitted restraining devices (seat belts) are to be worn by the operator. If the excavator starts to tip over, the operator is to remain in the vehicle and not attempt to jump clear.	3	1	3
Highway Working	Vehicle Collision	Operator Road Users	5	3	15	Operations may require working on the highway, possibly blocking or restricting access and passage for others. If this is the case then works must be in accordance with the New Roads and Street Works Act (Road signing, lighting and guarding). The vehicle will need to be licenced for road use.	5	1	5
Harmful Substances	Skin Infections Inhalation	Operator	3	3	9	The three COSHH assessments to be read are for the oil and grease used and the fuel for the machine. Chemical resistant gloves should be worn for handling these substances. Diesel fuel should be treated with caution, as it is harmful to skin and is an environmental hazard. Diesel should be stored in suitable labelled containers and put into the excavator via a funnel. Care should be taken at fuelling points, and ensure that drip trays and spill kits are available. Any spillages should be reported to your manager as soon as possible.	3	1	3

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Machinery in motion	Fumes	Operator All in Vicinity	S 3	L 2	RV 6	The machine is only to be operated in well ventilated areas. Although unlikely to occur this Risk Assessment must be reviewed when working in any confined space and amended as necessary.	S 3	L 1	RV 3
Machinery in motion	Vibration	Operator	3	2	6	The vibration value for this machine are not contained within the manufacturers handbook, however Hand Arm Vibration and Whole Body Vibration are an issue. Ensure all maintenance takes place on machine. Ensure all breaks are taken. Driver fully aware of symptoms of vibration issues and report any symptoms immediately	3	1	3
General	Manual Handling	Operator	3	4	12	All operatives are to have received manual handling training	3	1	3
General	Cuts & Abrasions	Operator	3	3	9	Work gloves are to be worn when handling sharp parts and components.	3	2	6

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															
			1	2	3	4	5	6	8	9	10	12	15	16	20	25

PPE Requirements						Additional Equipment / Training					
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Hi Viz	Hard Hat (BSEN 397)			Recognised certificate of training for machine use and maintenance Visual inspection of machine prior to use and checklist completed Daily and weekly grease and oil maintenance Eye Protection when out of cab					
											

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Use of a Dumper	Assessment No.	RA-PL05	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Machinery in motion – Moving parts	Moving Parts	Operator All people within the operating area	S 5	L 4	RV 20	Prior to starting the machine the operator is to complete a logged pre start checklist. Check all guards are in place and secure. No person is to place any part of their body near the moving parts of the machine, other than the controls, whilst the engine is running. If members of the public & unauthorised people encroach into your work area, turn off the engine and wait for them to pass before restarting. On no account is the machine to be left unattended. When not in use it is to be secured in a safe compound, and the ignition key removed. The engine must be turned off, cool and keys removed before commencing any maintenance work. Ensure no other machines are being used within the work area. If dumper used to transfer soil it must be stopped and driver in a safe position prior to loading.	S 5	L 1	RV 5
Machinery Operation	Safe Operation of Machine	Operator All people within the operating area	5	5	25	Full competence trained user, (Assessed skills card held by Operator). The machine must only be used by the nominated competent person Pre start checks take place and machine check list completed. The machine must be subject to the planned machine maintenance schedule The driver should be aware of the capacity dimensions of the dumper truck, and of its height. The information should be written on the dashboard or other easy to view location. The driver must ensure that the maximum SWL is adhered to. Never overload the skip. All lifting devices used for loading and unloading are included within LOLER regulations and subject to testing. These should be inspected prior to use and only used if in good condition and the correct item for the lifting operation planned. Any substandard equipment must be red tagged with a DO NOT USE label and reported to the drivers line manager as soon as possible. Drivers are not to dismount from a moving vehicle. Vehicles are not to be left unattended unless the engine has been switched off, the gears left in neutral and the handbrake applied. If left on sloping ground the dumper is to be chocked. Passengers are not to be carried unless proper seats are provided by the manufacturer. Flashing beacon in use when machine being used. Reversing alarm fitted or banksman used at all times when reversing.	5	1	5
Loading Dumper	Hit by objects Entrapment between dumper & excavator	Operator All in vicinity	5	4	20	Where possible loading will only take place on flat level ground. The Dumper driver must ensure that the dumper is turned off with handbrake on and key out of ignition. The driver must move to a safe area whilst loading occurs. The excavator must not be started until the dumper driver is away from the dumper & in a safe zone. Ensure that loads are evenly loaded & do not obscure the driver vision Standing beside a dumper and edging loads onto partially tipped skips on hydraulically controlled machines is STRICTLY PROHIBITED	5	1	5
Emptying Dumper	Hit by objects	Operator All in vicinity	5	3	15	As tipping area approached ensure no one is within area. If people working stop and await them to move to safe area of works. Enter area slowly. Stop the vehicle, take it out of gear and apply the parking brake before tipping loads and tip load Tipping of the skip must only be carried out from the driver seat. Machines must not be used as a dozer for back filling. Reversing alarm to be installed or banksman required Prior to reversing away from the tip the driver must check all areas to ensure no one in vicinity. Never drive around with the skip in the vertical discharge position.	5	1	5

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Maintaining Dumper	Hit by Falling Object	Operator	S 5	L 3	RV 15	When carrying out any work under the raised lorry body (such as lubrication), only enter the area where the load body could descend when a strong body prop has been put in place. Some dumpers have articulation, or swivelling load area facilities. Drivers or others should not enter these potential trap zones. Access to a trap zone is only possible when the dumper is parked and switched off for maintenance work by trained personnel, working in accordance with the manufacturers handbook.	S 5	L 1	RV 5
Vehicle in motion	Fall From or Roll Over of the machine	Operator All people within the operating area	5	4	20	The load body presents dangers when raised as it changes the centre of gravity of the vehicle, making it more liable to falling over. The body should always be tipped on firm level ground only, raising the body slowly. Any vehicle movements must be very slow and controlled. The dumper truck must be fitted with a roll bar/roll cage and a seat belt. The seat belt must be worn at all times when on the dumper. Travelling with the load body raised is not permitted. Tipping and or raising the load body can only take place on flat even ground. Ensure that no other persons are in the potential roll over zone in case this should occur The dumper should be driven with extreme care when the ground is uneven, as even small holes or areas of soft ground can lead to overturning. Slopes which are within the capacity of the dumper should be driver straight up or down, rather than diagonally. Beware of approaching trenches and holes as the edges can collapse causing the dumper to go into the hole or overturn. No persons should be in the hole when the dumper is tipping materials into it., in case the dumper goes into the hole or trench collapse occurs. Seatbelts are always to be worn where roll bars are fitted. Roll over protection systems (ROPS) must be used. The machine is to be used only on areas where a level base is available to work. Ensure that the machine does not access sloping areas that are above the manufacturer's specified levels. Movement is via approved traffic routes only with no short cuts allowed. Passengers are not to be carried. When entering and leaving the vehicle ensure that any steps are clean and free from slip hazards	5	1	5
Machine in Motion	Hit By Machine	Operator All in Vicinity	5	4	20	This machine is used at slow speeds, however the operator is not to become complacent and is to keep their concentration at all times. All personnel not involved in the operation are to be kept out of the area where possible. Where possible the machine is not to be operated in areas within 15m of the public. Even with this safety distance if the public are in the vicinity then operating speeds are to be lowered. Dumpers are to use the designated site entry and exit points and the designated routes within the site. Operations may have to be controlled by a competent banksman, see individual site rules and method statements. Reversing of rear loaded dumper trucks must always be controlled by a banksman. The banksman must stay out of the tipping zone and the rollover zone, but be visible to the driver at all times when working in conjunction with him. Other site workers must be wearing his vis vests or coats. Beware of persons on site who have not got high vis clothing on, and always check before you move to ensure the area you move into is clear of people and obstructions. All employees working in the area, including the drivers when not in their cabs, are to wear hard hats, safety boots and high visibility vests. If the dumper is moving in confined areas or near other workers or the public a competent banksman is to guide it. If the dumper is operating on a gradient the operator is to slow the working cycle down. Reversing manoeuvres are to be avoided where possible; if they are necessary, a competent banksman is to guide the operator throughout the procedure. Pedestrians are to be prevented from entering the area where reversing is taking place. Travel on a gradient is to be undertaken with extreme caution. All persons working in the area are to wear high visibility clothing, hard hats and safety boots. Watch for dangerous traffic when crossing and using roads. An orange flashing light should be fitted for operating near traffic. Mirrors must be in place enabling driver all round vision from driving seat	5	1	5

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Machine in Motion	Moving to and from work area within the construction site Falling loads	Operator	5	4	20	Notify principal contractor when planning to move to / from work area. Ensure all routes are clear prior to moving. Be aware of all other site traffic especially fast moving equipment. Flashing beacon must be in operation. Always stick to the planned routes – do not take short cuts within the site staying on roadways where possible. Do not take the machine on any designated walkway. PPE worn Loads must be safely positioned. Debris should not be able to fall or fly off the load or even out of a relatively empty truck. Safety glasses may be required for dust/debris handling. A clear view must be maintained at all times over the load.	5	1	5
Overhead Powerlines	Electrocution Explosion	Operator All in Vicinity	5	3	15	Care must be taken when using the dumper truck as it may contact overhead wires and endanger the operator and others. The driver must always look for overhead wires prior to operating the dumper and ensure that a large safety margin is maintained when they are located. If movement is under overhead cables an indicator line is to be set up	5	1	5
Highway Working	Collision	Operator Other Road Users	5	3	15	Operations may require working on the highway, possibly blocking or restricting access and passage for others. If this is the case then works must be in accordance with the New Roads and Street Works Act (Road signing, lighting and guarding). The vehicle will need to be appropriately fuelled and taxed for road use. The dumper truck should be roadworthy and compliant with all relevant regulations and testing. Daily checks should be made by the driver and a documented weekly check must be recorded. Any faults which cannot be rectified immediately must be reported to the contracts manager. The dumper must have a valid certificate of thorough examination.	5	1	5
Machinery in motion	Vibration	Operator	3	2	6	The vibration value for this machine are not contained within the manufacturers handbook, however Hand Arm Vibration and Whole Body Vibration are an issue. Ensure all maintenance takes place on machine. Ensure all breaks are taken. Driver fully aware of symptoms of vibration issues and report any symptoms immediately	3	1	3
Machine in Motion	Noise	Operator	3	3	9	Ear defenders worn. No one else within the working area of the machine. Ensure machine used at low revs & speeds at all times.	3	2	6
Handling Fuels & Oils	Harmful Substances	Operator	3	3	9	The three COSHH assessments to be read are for the oil and grease used and the fuel for the machine. Chemical resistant gloves should be worn for handling these substances. Diesel fuel should be treated with caution, as it is harmful to skin and is an environmental hazard. Diesel should be stored in suitable labelled containers and put into the dumper via a funnel. Care should be taken at fuelling points, and ensure that drip trays and spill kits are available. Any spillages should be reported to your manager as soon as possible.	3	2	6
Machinery in motion	Fumes	Operator All in Operating area	3	2	6	The machine is only to be operated in well ventilated areas Although unlikely to occur this Risk Assessment must be reviewed when working in any confined space and amended as necessary.	3	1	3
General	Cuts & Abrasions	Operator	2	3	6	Work gloves are to be worn at all times especially when handling sharp parts and components.	2	2	4
Lifting & Loading Materials	Manual Handling Injuries	Operator	3	3	9	The driver must have had adequate manual handling training. The driver must be fit for his duties and capable of carrying them out, but he must not undertake any work which places him under strain and which could cause injury to himself. Mechanical handling and team lifting are some of the strategies required to avoid any such strain.	3	1	3

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training	
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)	Hard Hat (BSEN 397)	Ear Protection (BSEN 352)	Hi Viz	Full site PPE must be worn at all times Approved skills card for use of Dumper Visual inspection of machine prior to use and checklist completed Daily and weekly grease and oil maintenance	
							

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Use of a Blec Seeder – Self Driven	Assessment No.	RA-PL10	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Machinery in motion	Damage to self Crushing	Operator All in vicinity	S 4	L 3	RV 12	Full competence training, complete maintenance as listed in manual & daily pre start checks, Safe stop always followed (Out of gear, parking brake on, engine stopped & key removed) when stop using the brusher. All guards in place at all times. Take particular care on slopes & in tight corners ensure that revs are lowered in these areas. PPE worn	S 4	L 1	RV 4
Machine in Motion	Collision with pedestrians	Operator, Pedestrians All in vicinity	3	4	12	Trained personnel only to operate weed brusher, good observation at all times in relation to the working environment, be aware of pedestrians within your work area, be aware of children who may emerge from between parked cars, always stop work if approached. Ensure machine is operated with 2 hands on the steerage lever at all times. PPE worn	3	2	6
Machine in Motion	Flying objects	Operator All in Vicinity	3	4	12	Prior to any Seeder operation the operator is to inspect the area on and remove any debris which is not within the handling capacity of the stone burier. Should any blade break during operation, the area is to be cleared of all broken parts prior to the operation commencing again The machine is to be checked to ensure all guards are in place and secure Where possible the machine is not to be operated in areas within 5m of the public	3	2	6
Using Seeder	Contact with moving parts	Operator	3	4	12	No person is to operate this machine unless they have been adequately trained and had that training recorded by signature on the risk assessment or training record sheet The following personal protective equipment is to be worn:- steel toe capped boots, gloves for any adjustment, hearing protection. Prior to starting the machine the operator is to check all guards are in place and secure. No person is to place any part of their body near the moving parts of the machine, other than the controls, whilst the engine is running On no account is the machine to be left unattended when running. When not in use it is to be secured in a safe position with the parking brake applied, and the starting mechanism isolated.	3	2	6
Clearing Blockages	Entanglement	Operator	4	4	16	Should a blockage occur it must be removed only after the machine is turned off, remembering that latent power in the mechanism might be held by a blockage and can be released by partially freeing the blockage, resulting in parts turning It is recommended that only one person works on moving parts when freeing a blockage as there is the danger of moving a component onto another person	4	1	4
Using Seeder	Falls from machine Rollover	Operator	5	3	15	Operators are to get on the machine via the recognised route i.e. the step provided. No more than one person is to ride on the unit at any one time. When operating on slopes the machine is to be used in an up/down pattern. It should not on any account operate across a slope. It is never to be used on a slope that exceeds the manufacturers' instructions Speeds should be chosen that are safe for the ground conditions, and rough ground with excessive speeds can cause the operator to encounter difficulties when operating. Caution should also be exercised when cornering.	5	1	5

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Operation of Seeder	Machine moving parts	Operator	S 4	L 3	RV 12	Trained operator only, ensures all guards are in place. Pre start checks completed. Do not carry any tools or other equipment on the Seeder. PPE worn	S 4	L 1	RV 4
Operation of Seeder	Fumes /Exhaust Gases	Operator All in vicinity	3	3	9	Do not use the machine in enclosed areas. When in storage area start engine and move outside immediately. Do not allow to run inside storage area. No smoking to take place when using or refuelling the weed brush	3	2	6
Operation of Seeder	Vibration	Operator	4	4	16	The equipment must be serviced and maintained in accordance with the manufacturers recommendations. Ensure you have the individual vibration rate for individual machine and never exceed its maximum usage of 400 points. Ensure you take regular breaks. Inform manager of any finger tingling or other hand arm vibration symptoms. Gloves worn	4	1	4
Operation of Seeder	Noise	Operator	3	3	9	The operator is to wear ear protection, and so are others working in the immediate vicinity.	3	1	3
Movement of Seeder	Manual Handling	Operator	3	3	9	Use engine to manoeuvre machine, Trained operator at low revs. Do not attempt to manually move Ramps to be used if transporting on trailer or in van	3	1	3
Refuelling machine	Spillage	Operator All in Vicinity	3	3	9	Machine to be refuelled on hard standing at least 5m from any drain or watercourses using a funnel or pouring spout	3	1	3

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements					Additional Equipment / Training	
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Ear Protection (BSEN 352)	Eye Protection (BSEN 166)		FULL COMPETENCE TRAINING	
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Use of a Tractor	Assessment No.	RA-PL11	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Using Tractor	Collision	Operator All in Vicinity	S 5	L 3	RV 15	Only operators with a driving licence and a training with assessment are to operate tractors. When working the driver should be wearing steel toe and midsole boots. When out of the tractor cab the driver needs to be wearing a high visibility coat or vest, The vehicle is not to be left unattended unless the engine has been switched off, the gears left in neutral and the handbrake applied. Park only on level ground	S 5	L 1	RV 5
Machinery in motion – Moving parts	Moving Parts	Operator	5	4	20	Prior to starting the machine the operator is to complete all pre start checks and must check all guards are in place and secure. No person is to place any part of their body near the moving parts of the machine, other than the controls, whilst the engine is running. If members of the public encroach into your work area, turn off the engine and wait for them to pass before restarting. On no account is the machine to be left unattended. When not in use it is to be secured in a safe compound, and the ignition key removed. The engine must be turned off, cool and keys removed before commencing any maintenance work.	5	1	5
Vehicle in motion	Fall From or Roll Over	Operator	5	4	20	Where fitted seatbelts are always to be worn (Provided ROPS is in up position). Where fitted roll over protection systems (ROPS) are to be used. Tractors with no seatbelts and ROPS cannot be used on slopes or any other area where a risk of rollover is identified. The operator is never to exceed working slopes specified in the manufacturer's handbook. When using on banks the machine is to driven in an up/down pattern. It should not, on any account, operate across a slope. Passengers are not to be carried unless specifically designed passenger seats (with seatbelts) have been installed. When entering and leaving the vehicle ensure that any steps are clean and free from slip hazards. Drivers are not to dismount from a moving vehicle. Check around and under the vehicle before moving off.	5	1	5
Vehicle in motion	Hit By	Operator All in Vicinity	5	4	20	This machine is used at slow speeds, however the operator is not to become complacent and is to keep their concentration at all times. All personnel not involved in the operation are to be kept out of the area where possible. Any personnel who cannot be excluded are to wear high visibility clothing. Where possible the machine is not to be operated in areas within 15m of the public. Even with this safety distance if the public are in the vicinity then operating speeds are to be lowered. Watch for dangerous traffic when crossing and using roads. An orange flashing light should be fitted for operating near people and traffic. If the tractor is moving in restricted spaces where visibility is obstructed or turning space is limited, a Marshall/banksman is to guide it. The vehicle marshal is to wear a high visibility vest or jacket. When reversing ensure that the zone behind you is clear and free from obstructions. Do not risk trapping people behind you as you reverse, and ensure that the banksman stands in the correct location when you are being guided by him. The tractor must be equipped for the work, which it is required. It should have the correct type of tyres, and weights if necessary. Lighting may also be required including a flashing beacon. Highway use may require additional equipment supplementary to that, which is normally fitted. Ensure that the tractor has sufficient power for the tasks required, and sufficient braking capacity for loads or implements attached. All tractor drivers are to be made aware of site speed limits on the sites and are to abide by them.	5	1	5

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
COSHH	Harmful Substances	Operator	S 3	L 3	RV 9	The three COSHH assessments to be read are for the oil and grease used and the fuel for the machine. Chemical resistant gloves should be worn for handling these substances.	S 3	L 1	RV 3
General	Manual Handling	Operator	4	4	16	All operatives are to have received manual handling training. This is particularly important for maintenance tasks.	1	4	4
General	Cuts & Abrasions	Operator	3	3	9	Work gloves are to be worn when handling sharp parts and components.	2	3	6
General	Fire	Operator All in Vicinity	3	4	12	All Diesel is to be stored in approved and correctly labelled containers. Never remove the fuel tank top or add diesel to a running or hot engine. Never fill the fuel tank indoors. Wipe any spilled petrol immediately. Allow the engine to cool before storing inside.	1	4	4
General	Noise	Operator	4	3	12	This machine exceeds 80dba and therefore ear defenders must be worn when operating this machine. This machine should not be used in areas where other people congregate.	1	3	3
Machinery in motion	Vibration	Operator	3	3	9	All machines purchased enable 8 hours trigger time usage due to all having a low vibration rate. Training of operatives on symptoms of effects of vibration, Regular breaks taken, Gloves worn	3	1	3
Machinery in motion	Fumes	Operator All in Vicinity	3	2	6	The machine is only to be operated in well ventilated areas Although unlikely to occur this Risk Assessment must be reviewed when working in any confined space and amended as necessary.	3	1	3

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

Additional Equipment / Training						Internal training & assessment for machine use and maintenance Full driving license Visual inspection of machine prior to use Daily and weekly grease and oil maintenance Tractor serviced as per manufacturers guidance with at least 1 major service / year Refer to individual manufacturers handbooks for more details Ear Defenders if NO Cab Eye Protection when out of the cab
Safety Boots (BS EN 397)	Gloves (BS EN 388)					
	 When attaching / maintaining					

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Use of Tractor Mounted Rotovator	Assessment No.	RA-PL12	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Machinery in Motion	Flying Objects	Operator Member of Public All in Vicinity	S 4	L 4	RV 16	Ensure no unauthorised people enter the works area. Operator to remain vigilant at all times stopping work as people approach work area. The following personal protective equipment is to be worn: - then the driver only needs to wear safety boots. All personnel involved in the operation are to wear high visibility clothing. Prior to Rotovating the operator is to check the work area and remove any debris or wire which may get caught in the blades. This machine is not to be used within 10 metres of the public. Ensure rear deflector & all guards are in place at all times during task	S 4	L 1	RV 4
Machinery in Motion	Moving Parts	Operator	5	4	20	Prior to starting the machine the operator is to complete all pre start checks and must check all guards are in place and secure. Do not work with the PTO shaft, including connection or disconnection without the tractor having been securely parked with the engine turned off and the key having been removed. Ensure PTO check chains are clipped at each end to tractor & Rotovator. No person is to operate this machine unless they have been adequately trained and issued with a company certificate of competence. The exception to the above are those employees who are undergoing instruction and are being supervised by another employee who is competent. No person is to place any part of their body near the moving parts of the machine, other than the controls, whilst the engine is running. If members of the public encroach into your work area, turn off the engine and wait for them to pass before restarting. On no account is the machine to be left unattended. When not in use it is to be secured in a safe compound, and the ignition key removed. The engine must be turned off, cool and keys removed before commencing any maintenance work. Safe Stop is followed at all times	5	1	5
Clearing Blockages	Entanglement Cuts	Operator	4	4	16	Blockages are to be cleared using tools and not by inserting hands into the blades. The tractor and Rotovator must be turned off and have the key removed. Beware of latent power trapped in the mechanism by a blockage which when removed allows the blades to turn without warning.	4	1	4
Vehicle in Motion	Hit By Trapped Between	Member of Public All in vicinity	4	4	16	This machine is used at slow speeds, however the operator is not to become complacent and is to keep their concentration at all times. All personnel not involved in the operation are to be kept out of the area where possible. Any personnel who cannot be excluded are to wear high visibility clothing. Where possible the machine is not to be operated in areas within 10m of the public. Even with this safety distance if the public are in the vicinity then operating speeds are to be lowered.	4	1	4
Manual Handling	Attaching implement to Tractor 3 Point Linkage.	Operator	5	4	20	All operatives are to have received manual handling training. This is particularly important for maintenance tasks. Gloves are to be worn when fixing attachments and clearing up debris. Do not attempt to man handle machine to gain fit (re position the tractor). ensure tractor engine is off when attaching machine (safe stop)	5	1	5
General	Electricity	Operator All in Vicinity	4	3	12	Operatives are to check the Rotovating area prior to starting and ascertain the location of any exposed electrical cables. These are to be marked with yellow tape and the tractor operator informed. If there is a risk of cables being hit by the flail these areas must be cut using an alternative method. On previously uncultivated ground All service drawings are to be obtained and checked prior to commencing work. The area is to be scanned using a suitable cable-locating device, by a trained operative. The controller of the property should be consulted as to the location and depth of any unmarked services. If a cable is accidentally cut through the client/local authority is to be informed immediately.	4	1	4

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
COSHH	Harmful substance Hydraulic Fluid – High Pressure pipes	Operator	4	3	12	Ensure all pipes checked for leaks pre use, replace if faulty, do not use if sign of oil leak. The three COSHH assessments to be read are for the oil and grease used and the fuel for the machine. Chemical resistant gloves should be worn for handling these substances.	4	1	4
General	Cuts & Abrasions	Operator	3	3	9	Work gloves are to be worn when handling sharp parts and components.	3	1	3

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

Additional Equipment / Training						
Safety Boots (BS EN 397)	Gloves (BSEN 388)					
	 When attaching / maintaining					Internal certificate of training for machine use and maintenance Full driving license High Visibility vests/jackets worn by all in vicinity. Visual inspection of machine prior to use Daily and weekly grease and oil maintenance The machine will undergo a full internal service as required by manufacturers service instructions with at least 1 major service/year Refer to individual manufacturers handbooks for more details Ear Defenders if no cab present Eye Protection when out of cab

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	



Task	Use of Tractor Mounted Stone Rake	Assessment No.	RA-PL16	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Machinery in Motion	Flying Objects	Operator Member of Public All in Vicinity	S 4	L 4	RV 16	Ensure no unauthorised people enter the works area. Operator to remain vigilant at all times stopping work as people approach work area. The following personal protective equipment is to be worn: - then the driver only needs to wear safety boots. All personnel involved in the operation are to wear high visibility clothing. Prior to Raking the operator is to check the work area and remove any debris or wire which may get caught in the machine. Remove any debris which is not within the handling capacity of the stone rake. Should any blade break during operation, the area is to be cleared of all broken parts prior to the operation commencing again This machine is not to be used within 10 metres of the public. Ensure all guards are in place at all times during task	S 4	L 1	RV 4
Machinery in Motion	Moving Parts	Operator	5	4	20	Prior to starting the machine the operator is to complete all pre start checks and must check all guards are in place and secure. If members of the public encroach into your work area, turn off the engine and wait for them to pass before restarting. On no account is the machine to be left unattended. When not in use it is to be secured, and the ignition key removed. The engine must be turned off, cool and keys removed before commencing any maintenance work. Safe Stop is followed at all times	5	1	5
Clearing Blockages	Entanglement Cuts	Operator	4	4	16	The tractor and Rake must be turned off and have the key removed prior to clearing any blockages It is recommended that only one person works on moving blades when freeing a blockage as there is the danger of moving a blade onto another person	4	1	4
Vehicle in Motion	Hit By Trapped Between	Member of Public All in vicinity	4	4	16	This machine is used at slow speeds, however the operator is not to become complacent and is to keep their concentration at all times. All personnel not involved in the operation are to be kept out of the area where possible. Any personnel who cannot be excluded are to wear high visibility clothing. Where possible the machine is not to be operated in areas within 5m of the public. Even with this safety distance if the public are in the vicinity then operating speeds are to be lowered.	4	1	4
Manual Handling	Attaching implement to Tractor 3 Point Linkage.	Operator	5	4	20	All operatives are to have received manual handling training. This is particularly important for maintenance tasks. Gloves are to be worn when fixing attachments and clearing up debris. Do not attempt to man handle machine to gain fit (re position the tractor). ensure tractor engine is off when attaching machine (safe stop)	5	1	5
General	Electricity	Operator All in Vicinity	4	3	12	Operatives are to check the Raking area prior to starting and ascertain the location of any exposed electrical cables. These are to be marked with yellow tape and the tractor operator informed. If there is a risk of cables being hit by the flail these areas must be cut using an alternative method. If a cable is accidentally cut through the client/local authority is to be informed immediately.	4	1	4
COSHH	Harmful substance Hydraulic Fluid – High Pressure pipes	Operator	4	3	12	The three COSHH assessments to be read are for the oil and grease used and the fuel for the machine. Chemical resistant gloves should be worn for handling these substances.	4	1	4
General	Cuts & Abrasions	Operator	3	3	9	Work gloves are to be worn when handling sharp parts and components.	3	1	3

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

Additional Equipment / Training						Training for machine use and maintenance Full driving license High Visibility vests/jackets worn by all in vicinity. Visual inspection of machine prior to use Daily and weekly grease and oil maintenance For service requirements refer to individual manufacturers handbooks for more details Ear Defenders if no cab present Eye Protection when out of cab
Safety Boots (BS EN 397)	Gloves (BSEN 388)					
						
	When attaching / maintaining					

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Driving Vans	Assessment No.	RA-PL31	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Driving Vans	Loss of Control or collision with other road users, pedestrians, other objects in vicinity	Driver Passenger's Other road users Pedestrians	S 5	L 4	RV 20	All Drivers hold a current driving licence (Checked at least annually). Teams have designated areas designed to reduce mileage as far as possible. Teams have routes designed to reduce mileage, stress & tiredness Drivers have been advised not to drive if unwell, tired, under the influence of alcohol or drugs Drivers must notify management if they have prescribed medication that makes them unfit to drive ensuring appropriate action is taken. Seatbelts to be worn at all times. All receive vehicle policy within their employee handbook Vans have speed limiters fitted and have vehicle tracking system that is monitored	S 5	L 1	RV 5
Driving Vans	Loss of control / collision due to lack of ability, lack of concentration, tiredness, illness	Driver Passenger's Other road users Pedestrians	5	4	20	All Drivers hold a current driving licence (Checked at least annually). Those who tow trailers must hold B+E category. Familiarisation training of any new vehicles. Work and driving time does not exceed 10 hours with a minimum of 12 hours rest between days. NO use of mobile phones when driving. Do not answer any incoming calls when driving. Always stop & park up before making any call Stop and rest when feeling tired. Do not drive for more than 2 hours without a rest.	5	1	5
Driving defective vehicle	Loss of control, collision due to Vehicle condition	Driver Passenger's Other road users Pedestrians	5	4	20	All drivers are required to use a Road worthy vehicles. Vehicles are maintained in line with manufacturer's specifications. Vehicle schedule is analysed monthly to ensure that all vehicles have had any required service by fleet administrators. Any intermediate faults are rectified immediately. Drivers carry out daily logged checks on their vehicles and report any defects to line manager immediately for repair. Van inspections take place by supervisors on a regular basis. Vehicles over 3 years old undergo an MOT test each year Vans with hydraulic ramps have 6 monthly LOLER inspection completed	5	1	5
Driving long distances	Loss of control due to tiredness	Driver Passenger's Other road users Pedestrians	5	3	15	Drivers are advised to take a break at least every 2 hours, or earlier if they feel the need Do not drive if feel excessively tired – Keep van interior cool Work and driving time does not exceed 10 hours with a minimum of 12 hours rest between days Drivers advised they are to use hotel accommodation when on long journeys that will not be completed in given time scales. Where possible journeys are reduced by employing regional staff, enabling employees to use alternative means of transport.	5	1	5
Towing Trailers	Loss of control / collision due to lack of ability	Driver Passenger's Other road users Pedestrians	5	5	25	All drivers who tow must have B+E on their licence. Including empty trailers Drivers who passed driving test since Jan 1997 must complete a separate assessment Vans / Trailers not to be driven over radius of 100km from depot without a tachograph fitted & used. Radius maps from each depot carried within the van black box. Refresher training delivered as required Trailers are inspected as part of the pre start check. Trailer must be connected correctly with full working lights. Brake cable must be attached to a fixed part of the van & NOT wrapped around the draw bar Registration plate of the towing vehicle displayed at rear of the trailer Maximum tow weights of vehicle must be adhered to – Do not overload Vans speed restricted & vehicle tracking system in place	5	1	5

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
			S	L	RV		S	L	RV
Driving in inclement weather	Loss of control / collision	All Drivers hold a current driving licence (Checked at least annually).	5	2	10	Avoid journeys if possible in extreme weather – allow extra travel time Each autumn a safety bulletin is delivered to drivers Ensure suitable rests are taken at regular intervals Modify driving style to suit road conditions – allow extra braking distances, drive more slowly etc. Be prepared – carry blankets, torch, drinks etc. Heed all weather & travel warnings	5	1	5
Using mobile phones	Loss of control / collision	Driver Passenger's Other road users Pedestrians	5	4	20	NO use of mobile phones when driving. Do not answer any incoming calls when driving. Always stop & park up before making any call	5	2	10
Unlawful Driving	Road traffic offence	Driver Passenger's Other road users Pedestrians	5	4	20	All Drivers hold a current driving licence (Checked at least annually). All vehicles over 3 years old hold required MOT certificate All vehicles included on vehicle schedule ensuring that all are adequately insured & current road fund licence has been purchased – Fleet administrators ensuring completed & logged on vehicle schedule.	5	2	10
Eating, drinking, smoking, adjusting radio etc	Loss of control / collision	Driver Passenger's Other road users Pedestrians	5	3	15	Avoid eating or drinking when at the wheel Adjust radio settings when stationary No smoking in any company vehicle – No smoking stickers displayed	5	1	5
Pre use checks	Entrapment in moving parts, Scalds	Driver	3	3	9	Driver handbook provided for reference Ensure engine is turned off when completing pre start checks and complete prior to any journey ensuring the engine is not hot. Heed signage re hot & moving parts. Complete pre start check log – return to line manager	3	1	3
Road rage / accident caused by others	Personal Injury Shock	Driver	4	3	12	Avoid confrontation: Avoid direct eye contact with other drivers Do not use lights or horn as a reprimand. Always drive within the law and adhere to the highway code Always carry a mobile phone in case of emergency. Pull over & call police where required	4	2	8
Breakdown by Roadside	Inclement weather Struck by other vehicles	Driver Passengers Other road users	3	3	9	Regular servicing / maintenance to avoid breakdown. Roadside assistance contract in place. Ensure emergency procedures card is present in each vehicle. Driver handbook present Where possible pull over to a safe place If not park up, turn on hazard warning lights and leave the vehicle and await breakdown services from a safe place.	3	2	6
Refuelling	Fire / Explosion Allergic reaction / dermatitis	Driver Other service station users	5	2	10	Refuel at Nurture approved service stations ensuring all normal procedures displayed are followed. Where required use gloves when refuelling (especially diesel) Do NOT use mobile phone whilst refuelling & avoid smoking Wash spilt fuel off skin or clothes as soon as practicable	5	1	5
Passengers	Distraction leading to accident	Driver Passenger's Other road users Pedestrians	5	2	10	No unauthorised passengers to be carried in works van. Nurture employees only unless authorised by line manager. Drivers to exercise appropriate levels of awareness when driving & ensure not distracted Drivers to ensure that passengers do not miss behave in vehicle leading to distraction – if so stop and warn passengers Where possible restrict conversations to clear stretches of road	5	1	5

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Loose items / Loads	Items forming missiles in event of sudden stop / accident	Driver Passenger's Other road users Pedestrians	S 4	L 3	RV 12	Secure all loose items and loads to restrict movement Follow RA T017 LOADING AND UNLOADING MACHINERY/EQUIPMENT/WASTE TO AND FROM VEHICLE / TRAILER	S 4	L 1	R 4
Transport of pesticides	Leakage / fumes	Driver Passengers	3	3	9	Transport boxes to be used when transporting pesticides. Pesticides not to be transported loose in cab compartment or with Equipment tools, fuels or fertilisers Ensure coshh assessment completed for products carried	3	1	3
Theft / Break in	Loss/damage to vehicle or items being conveyed Stress / shock	Driver	3	3	9	Always lock vehicle when unattended Park in secure well-lit locations Avoid parking illegally or in an anti-social fashion Keep valuables out of sight – lock in the rear of vehicle Report all incidents to line manager & police	3	1	3
Tyre safety	Loss of control / collision due to a blowout / puncture	Driver Passenger's Other road users Pedestrians	5	3	15	Regular pre start checks of tyres. Check tyre tread is above 1.6mm Ensure tyres are all inflated to recommended pressures – refer to vehicle handbook for individual pressure requirements Visually inspect for cuts, lumps, bulges or tears – Repair all faults immediately	5	1	5
Prolonged seating in Van	Musculo skeletal injury due to poor posture	Driver Passengers	3	4	12	Take regular postural breaks – stop & walkabout Stretch & exercise in the vehicle when stationary Driver to report any ill health affects to line manager Drivers to minimise time spent in vehicle & consider task modification where staff member has a specific problem	3	2	6

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															
			1	2	3	4	5	6	8	9	10	12	15	16	20	25

PPE Requirements					Additional Equipment / Training				
Safety Boots (BS EN 397)					Familiarisation training of new vehicles Driver mandate completed prior to driving for us				

						B+E requirement to tow using company vehicle
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Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
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Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Driving Lorries	Assessment No.	RA-PL32	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Driving Lorries	Loss of Control or collision with other road users, pedestrians, other objects in vicinity	Driver Passenger's Other road users Pedestrians	S 5	L 4	RV 20	All Drivers hold a current driving licence (Checked at least annually). Teams have designated areas designed to reduce mileage as far as possible. Teams have routes designed to reduce mileage, stress & tiredness Drivers have been advised not to drive if unwell, tired, under the influence of alcohol or drugs Drivers must notify management if they have prescribed medication that makes them unfit to drive ensuring appropriate action is taken. Seatbelts to be worn at all times. All receive vehicle policy within their employee handbook. Lorries have speed limiters fitted and have vehicle tracking system that is monitored	S 5	L 1	RV 5
Driving Lorries	Loss of control / collision due to lack of ability, lack of concentration, tiredness, illness	Driver Passenger's Other road users Pedestrians	5	4	20	All Drivers hold a current driving licence for classification being driven (Checked at least annually). Familiarisation training of any new vehicles. Work and driving time does not exceed 10 hours with a minimum of 12 hours rest between days. NO use of mobile phones when driving. Do not answer any incoming calls when driving. Always stop & park up before making any call. Stop and rest when feeling tired. Do not drive for more than 2 hours without a rest.	5	1	5
Driving defective vehicle	Loss of control, collision due to Vehicle condition	Driver Passenger's Other road users Pedestrians	5	4	20	All drivers are required to use a Road worthy vehicles. Vehicles are maintained in line with manufacturer's specifications. Vehicle schedule is analysed monthly to ensure that all vehicles have had any required service by fleet administrators. Any intermediate faults are rectified immediately. Drivers carry out daily logged checks on their vehicles and report any defects to line manager immediately for repair. Lorry inspections take place by supervisors on a regular basis. Vehicles over 3 years old undergo an MOT test each year	5	1	5
Driving long distances	Loss of control due to tiredness	Driver Passenger's Other road users Pedestrians	5	3	15	Tachographs fitted and all drivers trained in its use and operation. Drivers to complete regular refresher training. The driver must work within the working times and break times required by DVLA/VOSA regulations for HGV drivers, and record these as required. The driver must have adequate breaks to ensure that he does not get overly tired. Do not drive if feel excessively tired – Keep lorry interior cool Work and driving time does not exceed 10 hours with a minimum of 12 hours rest between days Drivers advised they are to use hotel accommodation when on long journeys that will not be completed in given time scales. Where possible journeys are reduced by employing regional staff, enabling employees to use alternative means of transport.	5	1	5
Towing Trailers	Loss of control / collision due to lack of ability	Driver Passenger's Other road users Pedestrians	5	5	25	All drivers who tow must have C+E on their licence. Including when towing empty trailers Trailers are inspected as part of the pre start check. Trailer must be connected correctly with full working lights. Brake cable must be attached to a fixed part of the lorry & NOT wrapped around the draw bar Registration plate of the towing vehicle displayed at rear of the trailer Maximum tow weights of vehicle must be adhered to – Do not overload Vehicle speed restricted & vehicle tracking system in place	5	1	5
Loose items / Loads	Items forming missiles in event of sudden stop / accident	Driver Passenger's Other road users Pedestrians	4	3	12	Secure all loose items and loads to restrict movement Loads must be secured properly with straps, ropes, nets or tarpaulins as required. Debris should not be able to fall or fly off the load or even out of a relatively empty trailer. A brush and shovel should be available for cleaning up any debris. Safety glasses may be required for dust/debris handling Follow RA T017 LOADING AND UNLOADING MACHINERY/EQUIPMENT/WASTE TO AND FROM VEHICLE / TRAILER	4	1	4

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Access to lorry body area	Fall from Height	Driver	5	3	15	Working on the lorry may require access to the lorry body. This becomes a working at height situation and access must be by built on or separate ladders. If any lorry body side is lowered a suitable anchor point will be required and on occasion this may be from a gantry or other device provided for this purpose. Harnesses and other fall arrest devices will be required. Otherwise working on the lorry body requires the body sides to be raised. The driver or any assistant should not take risks such as improper working at height, and tasks may have to be subject to additional risk assessment by the competent person in charge of those works. Falling from the lorry body or other points is a possibility and control measures must be put in place for the circumstances which arise.	5	1	5
Overhead Powerlines	Electrocution	Driver	5	4	20	Care must be taken when using the lorry crane or raising the tipping body, as it may contact overhead wires and endanger the operator and others. The driver must always look for overhead wires prior to operating these devices and ensure that a large safe margin is maintained when they are located. Do NOT operate within 15m of any overhead power line.	5	1	5
Raising tipper lorries	Rollover Entrapment	Driver All in vicinity	5	3	15	The lorry body presents dangers when raised as it changes the centre of gravity of the vehicle, making it more liable to falling over onto its side. The body should always be tipped on firm level ground only, raising the body slowly. Any vehicle movements must be very slow and controlled. Do Not drive off until the body is fully in the down position When carrying out any work under the raised lorry body (such as lubrication), only enter the area where the lorry body could descend when a strong body prop has been put in place	5	1	5
Removing Lorry side boards	Manual Handling Injuries	Driver	3	3	9	The lorry body sides (drop sides) are very heavy. If these have to be raised or lowered it will require more than one person. Caution should be taken as they can move off their hinge pins and may fall from the lorry. No employee should attempt to raise, lower or refit or remove one of these drop sides on their own	3	2	6
Driving in inclement weather	Loss of control / collision	All Drivers hold a current driving licence (Checked at least annually).	5	2	10	Avoid journeys if possible in extreme weather – allow extra travel time Each autumn a safety bulletin is delivered to drivers Ensure suitable rests are taken at regular intervals Modify driving style to suit road conditions – allow extra braking distances, drive more slowly etc. Be prepared – carry blankets, torch, drinks etc. Heed all weather & travel warnings	5	1	5
Using mobile phones	Loss of control / collision	Driver Passenger's Other road users Pedestrians	5	4	20	NO use of mobile phones when driving. Do not answer any incoming calls when driving. Always stop & park up before making any call	5	2	10
Unlawful Driving	Road traffic offence	Driver Passenger's Other road users Pedestrians	5	4	20	All Drivers hold a current driving licence for classification being driven (Checked at least annually). All vehicles over 3 years old hold required MOT certificate All vehicles included on vehicle schedule ensuring that all are adequately insured & current road fund licence has been purchased – Fleet administrators ensuring completed & logged on vehicle schedule.	5	2	10
Eating, drinking, smoking, adjusting radio etc	Loss of control / collision	Driver Passenger's Other road users Pedestrians	5	3	15	Avoid eating or drinking when at the wheel Adjust radio settings when stationary No smoking in any company vehicle – No smoking stickers displayed	5	1	5
Pre use checks	Entrapment in moving parts, Scalds	Driver	3	3	9	Driver handbook provided for reference Ensure engine is turned off when completing pre start checks and complete prior to any journey ensuring the engine is not hot. Heed signage re hot & moving parts. Complete pre start check log – return to line manager	3	1	3

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Road rage / accident caused by others	Personal Injury Shock	Driver	S 4	L 3	RV 12	Avoid confrontation: Avoid direct eye contact with other drivers Do not use lights or horn as a reprimand. Always drive within the law and adhere to the highway code Always carry a mobile phone in case of emergency. Pull over & call police where required	S 4	L 2	RV 8
Breakdown by Roadside	Inclement weather Struck by other vehicles	Driver Passengers Other road users	3	3	9	Regular servicing / maintenance to avoid breakdown. Roadside assistance contract in place. Ensure emergency procedures card is present in each vehicle. Driver handbook present Where possible pull over to a safe place If not park up, turn on hazard warning lights and leave the vehicle and await breakdown services from a safe place.	3	2	6
Refuelling	Fire / Explosion Allergic reaction / dermatitis	Driver Other service station users	5	2	10	Refuel at Nurture approved service stations ensuring all normal procedures displayed are followed. Where required use gloves when refuelling (especially diesel) Do NOT use mobile phone whilst refuelling & avoid smoking Wash spilt fuel off skin or clothes as soon as practicable	5	1	5
Passengers	Distraction leading to accident	Driver Passenger's Other road users Pedestrians	5	2	10	No unauthorised passengers to be carried in works vehicle. Nurture employees only unless authorised by line manager. Drivers to exercise appropriate levels of awareness when driving & ensure not distracted Drivers to ensure that passengers do not miss behave in vehicle leading to distraction – if so stop and warn passengers Where possible restrict conversations to clear stretches of road	5	1	5
Theft / Break in	Loss/damage to vehicle or items being conveyed Stress / shock	Driver	3	3	9	Always lock vehicle when unattended Park in secure well-lit locations Avoid parking illegally or in an anti-social fashion Keep valuables out of sight – lock in the rear of vehicle Report all incidents to line manager & police	3	1	3
Tyre safety	Loss of control / collision due to a blowout / puncture	Driver Passenger's Other road users Pedestrians	5	3	15	Regular pre start checks of tyres. Check tyre tread is above 1.6mm Ensure tyres are all inflated to recommended pressures – refer to vehicle handbook for individual pressure requirements Visually inspect for cuts, lumps, bulges or tears – Repair all faults immediately	5	1	5
Prolonged seating in Lorry	Musculo skeletal injury due to poor posture	Driver Passengers	3	4	12	Take regular postural breaks – stop & walkabout Stretch & exercise in the vehicle when stationary Driver to report any ill health affects to line manager Drivers to minimise time spent in vehicle & consider task modification where staff member has a specific problem	3	2	6

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training
Safety Boots (BS EN 397)						Familiarisation training of new vehicles Driver mandate completed prior to driving for us C+E requirement to tow using company vehicle
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Planting Shrubs	Assessment No.	RA-SL01	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Working on sites	Site security	Operative All on site	S 3	L 3	RV 9	All to report to client / security when entering site. Company uniform worn at all times. PPE worn	S 3	L 1	RV 3
Working area	Difficult access areas	Operative All in vicinity	3	3	9	Ensure access & egress routes are identified and kept clear, empty pots stacked up and not thrown around, PPE worn	3	2	6
Digging with fork or spade	Electricity	Operative	5	4	20	Checks for underground services are made pre digging from site plan or cat scan. All excavation work is to be carried out in accordance with the detailed risk assessment for excavating near buried services. Trained competent individuals must use a cable avoidance tool prior to and during excavations, as part of a safe digging procedure. Do not dig within 30cm of electric cables, PPE worn	5	1	5
Working around sites	Handling of loads	Operative	3	3	9	Park vehicles as close to work area as possible to reduce manual handling distances. Ensure that a maximum of 3 shrubs carried per hand when moving them unless using carrying trays, Ensure clear access routes are maintained at all times. PPE worn	3	2	6
Handling Plants	Eye Injury	Operative	4	4	16	Plants with sharp thorns, leaves, twigs, etc. or with canes or any sharp projections will require staff to wear eye protection.	4	1	4
Use of hand tools	Damage to user	Operative	3	3	9	Individual risk assessments are followed, check hand tools pre use to ensure no faults. Do not use faulty/damaged tools, Only use the hand tool for the task that it's designed for. Do not lift too much soil in any one lift. Ensure firm footing and avoid twisting when lifting soil. PPE worn	3	2	6
Working around sites	Slips, trips & falls	Operative All in vicinity	4	3	12	Access & egress routes maintained, holes dug just before planting and not pre dug and left unattended, All tools to be stored away from pathways with all blades facing downwards. PPE worn	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)				Hi visibility jacket worn whilst working on roadways / car parks
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name	Alan Guilfoyle	Signed		Date	01-07-2019	Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Planting Container Grown Trees	Assessment No.	RA-SL02	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Working on sites	Site security	Operative All on site	S 3	L 3	RV 9	All to report to client / security when entering site. Company uniform worn at all times. PPE worn	S 1	L 1	RV 3
Working area	Difficult access areas	Operative All in vicinity	3	3	9	Ensure access & egress routes are identified and kept clear, empty pots stacked up and not thrown around, PPE worn	3	2	6
Digging with fork or spade	Electricity	Operative	5	4	20	Checks for underground services are made pre digging from site plan, via client management or cat scan. do not dig within 30cm of electric cables, PPE worn	5	1	5
Moving Container Grown Trees	Handling of loads	Operative	3	3	9	Park vehicles as close to work area as possible to reduce manual handling distances. Trees to be placed as close to planting area as possible prior to planting. Ensure trees are individually carried by hand when moving them, The trees are slid into planting hole from edge of planting hole. Ensure clear access routes are maintained at all times. PPE worn	3	2	6
Use of post rammer	Hit by object	Operative All in vicinity	4	4	16	Hard hat to be worn by all involved when post ramming, Do not lift the post rammer above height of stake prior to hitting as could catch on top of post and fall off the post. User to be @ ground level when using. Do not stand on anything to gain height.	4	1	4
Use of hand tools	Damage to user	Operative	3	3	9	Individual risk assessments are followed, check hand tools pre use to ensure no faults. Do not use faulty/damaged tools, Only use the hand tool for the task that it's designed for. Do not lift too much soil in any one lift. Ensure firm footing and avoid twisting when lifting soil. PPE worn	3	2	6
Backfilling using spade	Manual Handling – back injury Injury from damaged tool	Operator	3	3	9	Back filler to position themselves to avoid twisting enabling soil to be guided/pushed into planting hole. Do not overfill spade. Ensure spade is free of damage pre use. Do not use a damaged spade. Only use the spade for the task that it's designed for. Do not lift too much soil in any one lift. Ensure firm footing and avoid twisting when lifting soil.	3	2	6
Working around sites	Slips, trips & falls	Operative All in vicinity	4	3	12	Ensure holes are dug just before planting and not pre dug and left unattended, Ensure access & egress routes are identified and kept clear at all times. Tools are not left lying around when not in use. All tools to be stored away from pathways with all blades facing downwards. PPE worn	4	1	4
All works	Cuts & Abrasions	Operator	2	3	6	Work gloves are to be worn at all times especially when handling sharp parts and components.	2	2	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood		1	2	3	4	5	6	8	9	10	12	15	16	20	25
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)				Hard Hat worn when using a post rammer HI VISIBILITY JACKET WORN WHILST WORKING ON ROADWAYS / CAR PARKS EYE PROTECTION WHEN PLANTING IN VICINITY OF LOW BRANCHES
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Moving Container Grown Plants	Assessment No.	RA-SL08	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Handling Plants	Manual Handling Injuries Falling Objects	Operative	S 3	L 3	RV 9	Whenever possible a mechanical aid (wheel barrow, sack barrow or trolley) is to be used when containers are to be moved. Purpose built pot trolleys are now available for use. These either have a plate which is tipped over and the plant slid on, or have adjustable hooks which are levered up into the plant pot rim. Both of these trolleys are on wheels. If it is not possible to use a mechanical aid then sufficient employees are to be deployed on the operation to enable it to be carried out without unnecessary strain. Many larger pots have handles for more than one person to be able to do a team lift. Only employees who are considered to have the correct physical attributes are to be employed in the operation. Employees who are pregnant or who have a history of lumbar problems are to be excluded from the operation. All employees involved in the operation are to receive instruction in correct manual handling techniques prior to the operation as set out in the company Safety Policy Procedure 3. Employees must avoid stooping, over-reaching, and twisting; and should adopt an asymmetric stance.	S 3	L 1	RV 3
Handling Plants	Eye Injury	Operative	4	4	16	Plants with sharp thorns, leaves, twigs, etc. or with canes or any sharp projections will require staff to wear eye protection.	4	1	4
Working area	Difficult access areas	Operative All in vicinity	3	3	9	Ensure access & egress routes are identified and kept clear at all times. PPE worn	3	2	6
Working around sites	Handling of loads	Operative	3	3	9	Park vehicles as close to work area as possible to reduce manual handling distances. Ensure that a maximum of 3 shrubs carried per hand when moving them unless using carrying trays, Ensure clear access routes are maintained at all times. PPE worn	3	2	6

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood		1	2	3	4	5	6	8	9	10	12	15	16	20	25
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)				Hi visibility jacket worn whilst working on roadways / car parks Eye protection when handling sharp leaved plants
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Turfing	Assessment No.	RA-SL10	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Moving turf around sites	Back injury /muscular pain	Operative	S 3	L 4	RV 12	Park vehicles as close to work area as possible to reduce manual handling distances. Standard size of turf is used. If larger then mechanical carrying. If unable to park close to work area use wheelbarrow or pallet truck for transport. Off load directly from vehicle to Turfing area to avoid re picking up from the floor. Ensure clear access routes are maintained at all times. All employees involved in the operation are to receive instruction in correct manual handling techniques prior to the operation. Only employees who are considered physically fit and who do not have a history of muscular skeletal problems are to be employed on the operation. Pregnant employees are not to carry out this operation. Supervisors are to observe employees at work and ensure they adopt the correct posture when bending to lay turf. The supervisor is to consider rotating his workforce to alleviate excessive periods of bending.	S 3	L 2	RV 6
Unrolling / laying turf	Back injury/muscular pain	Operative	3	3	9	When unrolling / laying ensure that good posture is maintained – Do not bend back – bend legs & squat around the turf. Do not over reach ensure not stretching to reach the turf.	3	2	6
Use of hand tools	Damage to user	Operative	3	3	9	Check hand tools pre use to ensure no faults. Do not use faulty/damaged tools, Only use the hand tool for the task that it's designed for. Do not lift too much soil in any one lift. Ensure firm footing and avoid twisting when lifting soil. PPE worn	3	2	6
Working on sites	Site security	Operative All on site	3	3	9	All to report to client / security when entering site. Company uniform worn at all times. PPE worn	3	1	3
Working area	Difficult access areas	Operative All in vicinity	3	3	9	Ensure access & egress routes are identified and kept clear. Ensure pathways are used to access areas. PPE worn	3	2	6
Digging with fork or spade	Electricity	Operative	5	4	20	Checks for underground services are made pre digging from site plan or cat scan. do not dig within 30cm of electric cables, PPE worn	5	1	5
Working around sites	Slips, trips & falls	Operative All in vicinity	4	3	12	Access & egress routes maintained, All tools to be stored away from pathways with all blades facing downwards. PPE worn	4	1	4
Turfing operation	Infections	Operative	4	3	12	Good basic hygiene is essential. Cuts and scratches, and hand to mouth contact can mean exposure to risk of Leptospirosis or Tetanus. Use plasters on cuts, wear gloves, wash your hands before you eat. Keep your inoculations up to date.	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood		1	2	3	4	5	6	8	9	10	12	15	16	20	25
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Hi Viz	Eye Protection (BSEN 166)			HI VISIBILITY JACKET WORN WHILST WORKING ON ROADWAYS / CAR PARKS
						

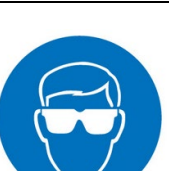
Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Importing & spreading of soil	Assessment No.	RA-SL11	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Vehicle Movement on Site	Hit by Vehicle	Operative All in Vicinity	S 5	L 3	RV 15	All vehicle drivers are to follow all speed limits. Vehicles are to enter and leave site by authorised entry points only. Lorries are to stay on designated vehicle routes. When reversing, the lorry is to be under the control of a competent banksman. If vehicles leave pre-designated routes they are to be under the control of a competent banksman. The banksman is to wear a high visibility vest that clearly identifies him from other employees. He is to remain in vision of the driver at all times. Prior to reversing the banksman is to check that the rear of the vehicle is clear of all personnel and obstructions. All employees working in the immediate area of vehicle movement are to wear high visibility vests.	S 5	L 1	RV 5
Vehicle / Machine Movement on Site	Rollover	Operative All in Vicinity	5	3	15	Prior to moving off pre-designated routes, the banksman is to check the intended route to ensure it is firm and level. If in any doubt whatsoever as to the stability of the ground the lorry is not to enter the area. Lorries are only to be tipped on firm level ground. If tipping over an open edge a fixed barrier is to be placed along the edge to prevent the lorry overrunning. Prior to tipping the banksman is to ensure all employees are clear of the vehicle and tipping area. The banksman is to observe the vehicle tipping motion, if any lateral movement of the body of the vehicle is observed he is to instruct the driver to lower the body of the vehicle. If any machine is operating on a gradient the operator is to slow the working cycle down. The gradient must not exceed the working parameters set by the manufacturer, and the ground conditions. Travel on a gradient is to be undertaken with extreme caution. The bucket of the machine is not to be overextended in the downhill direction.	5	1	5
Tipping Lorries	Contact with Overhead Power Cables	Operative	5	4	20	If movement is under overhead cables "goalposts" are to be erected to warn the vehicle driver if he is over height. Driver to ensure that there are no overhead power cables within 15m before starting tipping	5	1	5
Loading Dumpers using excavator	Hit by Vehicle	Operative				Only operators with a valid in date certificate of competence are to operate the excavator. The excavator is not to be used unless it has been thoroughly examined in the last 12 months. The operator is to be in possession of the test certificate. The excavator is to be inspected weekly and the result recorded. Notwithstanding the above the excavators to be used in the operation are to be checked for serviceability daily by the operator. Operation If working in confined spaces or in situations where other workers or the public could encroach into the work area the operator is to ensure there is a clearance of at least 600mm for "tail swing". If necessary the area must be closed off by means of a barrier. If it necessary for anyone to enter the machines working radius they are to make the operator aware of their presence prior to entering the danger zone. No person is to be in the danger zone without the permission of the operator. The bucket of the machine is not to be slewed directly over personnel or cabins. When not in use the bucket of the machine is to be left in the lowered position. All employees working in the area are to wear hard hats, safety boots and high visibility vests. If the machine is moving in restricted areas or near other workers or the public, a competent banksman is to guide it. No employee is to stand directly beneath the bucket of the excavator. All employees involved in the operation are to wear safety hats, high vis. vests and steel toe-capped boots			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Getting on / off Machinery	Difficult access areas	Operative All in vicinity	3	3	9	The operator of the machine is to enter and leave the machine using the steps provide for that purpose. Surplus mud is to be cleared from the steps prior to use. Where fitted restraining devices are to be worn by the operator. Ensure access & egress routes are identified and kept clear, empty pots stacked up and not thrown around, PPE worn	3	2	6
Presence of contaminated Soils	Environmental Pollution	Environment	4	4	16	Soil can occasionally be found to contain contamination. This could include asbestos, roots of Japanese Knotweed or even matter of archaeological interest. If found and there is any suspected risk to operators or the site the contamination should be quarantined and assistance requested from the site controller. Specialists may be required to handle or dispose of contamination Pre moving any soil visually check for presence of contaminants All purchased soils to be supplied by Nurture Group approved supplier only	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements					Additional Equipment / Training	
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Hi Viz	Eye Protection (BSEN 166)			
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Applying Compost by Hand	Assessment No.	RA-SL12	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Parking vehicle / trailer	Hit by moving vehicle	Operative / All in vicinity	S 5	L 2	RV 10	Ensure no one is within the compost storage area as vehicle approach. Where possible avoid reversing and draw alongside the mulch heap. Stop engine and ensure safe stop is followed. Ensure all in vicinity wearing hi viz vests	S 5	L 1	RV 5
Spreading using shovel	Manual Handling	Operator Others in vicinity	3	4	12	Where possible materials are to be delivered as close to their final location as possible. All movement of materials should be, whenever possible, by mechanical means i.e. forklift or pallet truck. Inevitably, due to the nature of the work, some manual handling of the mulch will be necessary. Only employees with the necessary physical attributes are to be employed on the operation. A check is to be made by the supervisor to ensure that no employee required to lift is neither pregnant or has a history of lumbar problems. All employees are to be trained in the correct manual handling techniques prior to the operation. Where possible the supervisor is to rotate the tasking of the workforce to allow sufficient recovery time. The access to the work is to be prepared prior to movement to provide a clear level access.	3	2	6
Spreading compost	Slips, Trips and falls. Difficult access areas	Operator All in Vicinity	4	4	16	Ensure good access / egress routes are maintained, no running, Watch out for kerb edges & potholes when offloading vehicle. Do not climb over plants to access areas. PPE worn	4	1	4
Final placement of compost	Trip slip fall	Operator	3	3	9	Once placed in final area mulch to be levelled using rake or fork. Ensure compost placed close to final area to minimise amount of movement into final position whilst raking	3	1	3
Handling Compost	Inhalation of Spores	Operator	4	3	12	In Bagged Compost a build up of mould spores can occur which are harmful if inhaled. Working in confined areas can also be a hazard as can bagged compost, as moulds can accumulate within the bag. Do not inhale the air released when bags of compost are opened.	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood		1	2	3	4	5	6	8	9	10	12	15	16	20	25
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)				Manual Handling training
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Applying Mulch by Hand	Assessment No.	RA-SL13	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Parking vehicle / trailer	Hit by moving vehicle	Operative / All in vicinity	S 5	L 2	RV 10	Ensure no one is within the mulch storage area as vehicle approach. Where possible avoid reversing and draw alongside the mulch heap. Stop engine and ensure safe stop is followed. Ensure all in vicinity wearing hi viz vests	S 5	L 1	RV 5
Loading Mulch onto vehicle / trailer by hand	Manual Handling	Operative	3	4	12	Inevitably, due to the nature of the work, some manual handling of the mulch will be necessary. Only employees with the necessary physical attributes are to be employed on the operation. A check is to be made by the supervisor to ensure that no employee required to lift is either pregnant or has a history of lumbar problems. All employees are to be trained in the correct manual handling techniques prior to the operation. Where possible the supervisor is to rotate the tasking of the workforce to allow sufficient recovery time. Mulch stored on hard surface where good vehicle access available. Vehicle parked as close as possible allowing for operatives to stand on hard surface to load. All sides of vehicles are lowered. Ensure shovel being used is undamaged prior to using. Loader to position so can use shovel momentum to load. Where possible avoid twisting movement. Always load shovel from base of heap. Push into heap and when loaded lift & throw into van/trailer. If heap is solid loosen heap end prior to loading. Take regular rests and load in 10 minute sections. If feeling tired stop work and take a rest.	3	2	6
Loading mulch with shovel in pairs	Hit by object	Operatives	4	3	12	Each operative to be positioned at each end of van / trailer where they cannot hit each other when loading. Loading to take place at pace of the slowest loader & each to alternate the filling – take it in turns. Do not load at same time if they can hit each other with shovel tip. PPE worn	4	1	4
Transporting to mulching area	Falling Mulch Hitting Others with vehicle	Operatives All in vicinity	5	2	10	Sides to be raised pre moving using approved clips only. Ensure vehicle is not overloaded & mulch will remain in the bed of the van / trailer. Vehicle driven by approved user & where required licenced driver. Follow all site traffic rules. When approaching mulch area slow & ensure no others in area. Park vehicle as close to mulching area as possible Complete safe stop prior to offloading	5	1	5
Spreading using shovel	Manual Handling	Operator Others in vicinity	3	4	12	Drop sides of van / trailer & work from level floor area. Push shovel into bottom of mulch to fill. Then lift and turn facing area of application then complete a sweeping action to place mulch evenly on the target area. PPE worn. Minimise distance carried on shovel. Where required move closer using a wheelbarrow	3	2	6
Spreading using shovel	Slips, Trips and falls. Difficult access areas	Operator All in Vicinity	4	4	16	Ensure good access / egress routes are maintained, no running, Watch out for kerb edges & potholes when offloading vehicle. Do not climb over plants to access areas. PPE worn	4	1	4
Final placement of mulch	Trip slip fall	Operator	3	3	9	Once placed in final area mulch to be levelled using rake or fork. Ensure mulch placed close to final area to minimise amount of movement into final position whilst raking	3	1	3
Handling Mulch	Inhalation of Spores	Operator	4	3	12	Old mulch and voids within it can build up mould spores which are harmful if inhaled. Working in confined areas can also be a hazard as can bagged mulch, as moulds can accumulate within the bag. Do not inhale the air released when bags of mulch are opened.	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training	
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)				Manual Handling training	
							

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Moving & Spreading Compost using Excavator & Dumper	Assessment No.	RA-SL14	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Vehicle Movement on Site	Hit by Vehicle	Operative All in Vicinity	S 5	L 3	RV 15	The following PPE is to be worn when carrying out this operation. Safety Helmet Safety Boots High Visibility Vest or Jacket Safety Specs Only operators with a certificate of competence are to operate the plant. All plant to be used in the operation is to be checked for serviceability by the operator. Prior to commencing the loading operation the dumper driver is to dismount from his vehicle and check that all personnel are clear of the loading area. Once satisfied, he is to instruct the machine operator to commence loading the dumper. Throughout the loading operation the dumper driver is to keep a watchful eye to ensure no unauthorised personnel enter the loading area. Should any encroachment take place the dumper driver is to halt the operation until the area is clear. The dumper is to be loaded in such a way that the load will not obstruct the driver's vision when travelling. Once loaded the dumper driver is to re-mount his vehicle, check all round to ensure personnel are clear, and move off. He is to travel at a safe speed conducive with pedestrian separation and site terrain and climatic conditions. On arrival at his destination he is to check all personnel are clear of the tipping area. He may then tip his load.	S 5	L 1	RV 5
Movement of Compost	Falling Objects	Operative All in Vicinity	4	3	12	All employees in the loading/tipping areas are to wear hard hats and safety boots. The bucket of the dumper is to be loaded in such a way that none of the load will fall from it during movement	4	1	4
Moving Compost	Manual Handling Injuries	Operative	3	4	12	Due to the nature of the work, it is inevitable that some manual handling will be required to get the compost to its final location. No employee who is either pregnant or is known to have a history of lumbar problems is to be employed in the operation. All employees are to be correctly trained in manual handling techniques. Where possible, wheelbarrows are to be used to transport the compost to its final location.	3	2	6
Handling Compost	Inhalation Infection	Operative	4	2	8	Voids in partially decomposed compost can occasionally develop large quantities of mould spores which can be released as the compost is disturbed. The mould can include the species Aspergillus's. Do not breath in the spores, as in quantity they can be harmful.	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood		1	2	3	4	5	6	8	9	10	12	15	16	20	25
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Hi Viz	Eye Protection (BSEN 166)			
						

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Application of Fertilizers	Assessment No.	RA-SL16	Date:	1.03.24	Review Date:	01.04.25
Site		Assessed By	MARTIN GARDNER	Signed by		M GARDNER	

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
All operations	Substances	Operative All in vicinity	S 2	L 4	RV 8	Use suitable applicator, calibrate spreader as instructions. Always read: The product label. The product safety data sheet The COSHH assessment	S 2	L 2	RV 4
Filling hopper	Spillage	Operative All in vicinity	2	4	8	Fill fertiliser spreaders on hard surface area. Sweep and collect any spillage into a empty fertiliser bag. Wear ppe	2	2	4
Filling hopper	Burns	Operative	3	3	9	Ensure Gloves are worn at all times, Handle product bags to fill hoppers. Do not handle fertiliser with bare hands	3	1	3
Storage	Contamination	Operative All in vicinity	3	3	9	Site store where spillage can be contained (away from waterways and drains) site store must be bunded	3	2	6
Filling hopper	Dust	Operative	3	4	12	Use dust mask for fine powder fertilisers. avoid breathing in powders, do not pour from excessive height	3	2	6
Storage	Explosion	All in vicinity	5	2	10	SITE STORE AWAY FROM ANY FUELS / PESTICIDES	5	1	5
Lifting bags of fertiliser	Manual handling	Operative	3	3	9	Manual handling training. Avoid repetitive lifting, use lifting aids where possible. PPE worn.	3	2	6

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															
			1	2	3	4	5	6	8	9	10	12	15	16	20	25

PPE Requirements						Additional Equipment / Training	
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)				DUST MASK IF USING FINE GRANULE OR POWDER FERTILISERS	
							

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Use of a Pedestrian Rotovator	Assessment No.	RA-SL17	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

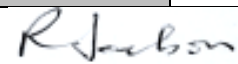
Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Machinery in Motion	Damage to user	Operator	S 3	L 3	RV 9	Full training in use; Operators manual available Engine turned off prior to any maintenance, PPE worn	S 3	L 2	RV 6
Machinery in Motion	Flying objects	Operator All in vicinity	3	3	9	Prior to any operation the operator is to check the work area and remove any debris which may get caught in the blades. The machine is to be checked to ensure all guards are in place and secure. If a blade is broken it is to be replaced prior to re-commencing work. The following personal protective equipment is to be worn to prevent injury from flying objects: - steel toe capped boots and long trousers. Where possible the machine is not to be operated in areas where members of the public are within 10 metres.	3	2	6
Machinery in Motion	Moving parts	Operator	3	4	12	Prior to starting the machine the operator is to check all guards are in place and secure. No person is to place any part of their body near the moving parts of the machine, other than on the controls, whilst the engine is running. Steel toe-capped safety boots are to be worn. This machine is not to be operated near any other person. The machine is to be switched off when clearing any blockage or entanglement in the rotor blades. Particular care must be taken when it is necessary to adjust the carburettor while the engine is running. Ensure that there are no obstacles behind you when moving the machine backwards. Ensure that the safety procedures in the manufacturer's handbook are followed when carrying any maintenance work.	3	2	6
Machinery in Motion	Fumes	Operator All in Vicinity	3	2	6	The machine is only to be operated in well ventilated areas This Risk Assessment must be reviewed when working in any confined space and amended as necessary.	3	1	3
Machinery in Motion	Vibration	Operator	3	3	9	Rigger gloves are to be worn throughout the operation On large areas supervisors are to rotate the operators or devise work patterns that allow adequate breaks from the operation to enable the operator to maintain a good flow of blood to the extremities, as this can be impaired by excessive exposure to vibration Report any HAVS (hand arm vibration syndrome) symptoms noticed Maintenance of anti-vibration features on the Rotovator is essential. This must be in accordance with the manufacturer recommendations. Any faults noticed by the operator must be reported, including any increase in vibration levels.	3	1	3
Vehicle in Motion	Hit by	Operator	4	4	16	High visibility vests or jackets are to be worn at all times during operations adjacent to moving vehicles.	4	1	4
Underground Cables	Electrocution Explosion	Operator All in Vicinity	4	3	12	On uncultivated land all service drawings are to be obtained and checked prior to commencing work. The area is to be scanned by a competent person using a suitable cable locating device. The owner of the property should be consulted as to the location and depth of any unmarked services. In areas where it cannot be determined where services are, trial trenches are to be excavated across the area at least 50% deeper than that of the blades of the Rotovator	4	1	4
COSHH	Harmful	Operator	3	3	9	Ensure that COSHH assessments are in place and have been read and understood by all operatives before use. The three COSHH assessments to be read are for the oil and grease used and the fuel for the machine.	3	2	6
General	Manual handling	Operator	4	4	16	All employees are to have received manual handling training. Set handlebars to ensure operatives maintains a good posture when using. Use gears to control machine when moving. Do not attempt to lift the machine	4	1	4

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
General	Fire	Operator	4	3	12	The machine is to be filled with fuel in areas that are isolated from sources of ignition. A funnel is to be used when filling the machine. After filling the fuel filler cap is to be secured and all spillages to be wiped clean. The machine is to be moved away from the area of filling prior to starting. Smoking is prohibited during filling.	4	1	4
General	Noise	Operator	4	4	16	The noise value of this machine is above 85dB(A) therefore ear defenders must be worn at all times.	4	1	4
General	Hot Engine	Operator	3	4	12	Ensure user is aware of exhaust position and is fully aware not to touch when hot. When refuelling engine ensure that no fuel is spilt near to exhaust – always use a funnel and refuel when engine is cool. Gloves worn at all times	4	1	4

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

Additional Equipment / Training					Individual training completed in use of machine
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Ear Protection (BSEN 352)	Eye Protection (BSEN 166)		
					Hi viz worn when working adjacent to areas where traffic is moving

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Working on Moderately Sloping Soil Areas	Assessment No.	RA-SL19	Date:	04.03.24	Review Date:	01.04.25
Site		Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
All works on Slope	Falling Down Slopes	Operatives	S 4	L 4	RV 16	Working on moderately sloping soil banks. Works could include cultivating, raking, digging, and planting. There is a danger of falling down soil slopes and injuring yourself or others. No Lone working in these work areas See other risk assessments for operation of equipment such as Augers and Rotovator's. The equipment should not be a type, which the operator uses with a harness attached to their body. This enables the operator to release the equipment in case of an emergency (and avoid a fall when still attached to the equipment). Weather may influence the working conditions as will the soil type. Some judgement will be required from the site supervisor and operatives when assessing the site. Good grip soles are required on boots, and boot spikes can be used. Conditions should be assessed by walking up the bank and seeing if it is possible to maintain stability on the bank when working. If it is decided that conditions are too difficult and stability cannot be maintained then alternative work methods must be considered, or wait until site conditions change All operators must be trained in working on the site and adequately supervised during operation. Boot spikes or grips where used, must be used attached to operators safety footwear. Rigger boots are not permitted, only lace up safety boots should be used	S 4	L 1	RV 4
All work on slopes	Falling Objects	Operatives All in vicinity	5	3	15	The area below where we are working must be cordoned off (or access restricted) to prevent any equipment falling onto others who might use the area.	5	1	5

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

Additional Equipment / Training					
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Hi Viz	Eye Protection (BSEN 166)		Boot spikes worn where identified on site specific risk assessments
					

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Task	Use of mechanical Post Rammer	Assessment No.	RA-SL20	Date:	04/03/2024	Review Date:	01.04.25
Site		Assessed By	Dan Woods	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Machinery in motion	Vibration	Operator	S 3	L 5	RV 6	Limited time usage of this machine, vibration levels are high and only allows for 50 minutes of use per day before hitting the maximum 400 points per day. 12 minutes of use give 97 exposure points for anyone showing HAVs symptoms. Training of operatives on symptoms of effects of vibration, Regular breaks taken, Gloves worn HAVS tags to be fitted to the equipment displaying vibration level/EAV/ELV information	S 3	L 2	RV 6
Manual Handling	Muscle strains	Operatives	4	3	12	All employees involved in this operation are to receive training in correct manual handling techniques prior to commencing works. Only employees who are considered physically fit and who do not have a history of muscular skeletal problems are to be employed on the operation. Where possible, on long runs of fencing the workforce is to be rotated. Two persons required to lift the machine into position to prevent fatigue. Work in a correct manner that avoids over straining or overreaching.	4	1	4
Contact with exhaust, muffler, spark plug	Burns	Operatives, environment	4	3	12	When lifting the machine in and out of position a firm grip of the machine with gloves on away from the exhaust is to be taken by both parties, holding handles either side of the machine. One man operation whilst machine is in motion, operator should be stood in front of the air filter whilst using controls and holding the handles as is the designed operation.	4	1	4
Equipment powered by fuel – Petrol	Fire /Explosion resulting in injury	Operator All in vicinity	3	4	12	The machine is to be filled with fuel in areas that are isolated from sources of ignition. Allow equipment to cool before refuelling A funnel is to be used when filling the machine. After filling the fuel filler cap is to be secured and all spillages to be wiped clean. The machine is to be moved away from the area of filling prior to starting. Smoking is prohibited during filling. When not in use after operation make sure the machine is stored safely away flammable areas such as dry grass or combustibles.	3	1	4
Production and emission of toxic/harmful exhaust fumes	Inhalation of exhaust fumes when in operation and associated adverse health effects including potential carbon monoxide poisoning	Operatives	5	2	10	As the operator is in proximity of the exhaust at head height, the operator is to stand in front of the air filter whilst machine is in motion to avoid direct inhalation with exhaust fumes. Only to be used in well ventilated areas No use in confined space. Pay attention to weather conditions and where possible have back against the wind to carry the fumes away from operator.	5	1	5

Equipment being used at height above body/head and impacting with force on wooden post	Being struck by toppling/falling machine and being struck /impacted by projectiles from splintering posts	Operatives	4	3	12	Employees are to wear safety helmets with visor and ear defenders as recommended in the operator's manual, to prevent entanglement no loose clothing or hair to be in the vicinity of the machinery that could be caught up. Pre-use: agree which person will give commands to position the knocker and who the designated operator will be to remove confusion once in place, machine is also advised to be running for 5 minutes prior to use to warm up to optimal performance. Machine is to be securely seated in place before the machine is started in the motion.	4	1	4
Strike by objects	Stuck by toppling machine or projectiles from splintering posts	Operatives and members of the public	3	3	6	Employees are to wear recommended PPE before completing works. Other members of the public and staff that are not involved in the operation are to keep a safe distance of 15m and the use of warning signs and barriers may be applicable depending on location. Work is to stop immediately if anyone approaches work area.	3	1	3
Movement around site	Slips Trips & Falls	Operatives	4	3	12	Ensure both operatives have good stable footing. Keep work area tidy and clear of any obstructions/trip hazards from the work area prior to starting work Be extra vigilant following and during rain fall and other weather conditions such that may result in slippery underfoot conditions (e.g. ice/snow on the ground)	4	1	4
Underground Services	Electrocution Explosion	Operatives All in Vicinity	5	2	10	Check all service drawings and known services must be marked out on the ground using spray paint or pegs. Even if service drawings are available for the site, A survey of the area must then be carried out by a competent person using a suitable cable detector to determine if any other services exist. If found they are to be marked out and the Principal Contractor asked for further information. Once the location of all services in the area are known the operation to erect the fence posts can begin. Should the location of any fence post be within "0.5 metres of a live service" then the architect is to be consulted to agree on a re-location of the post. In situations where the post cannot be re-located then an alternative method of erecting the post must be decided upon.	5	1	5

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood															
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)		1	2	3	4	5	6	8	9	10	12	15	16	20	25
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements						Additional Equipment / Training	
Gloves (BSEN 388)	Safety Boots (BS EN 397)	Hard Hat (BSEN 397)	Eye Protection (BSEN 166)	Ear Defenders (EN352-1)	Tight fitting clothing	Manual handling training.	

						Additional post knocker training to have been completed before use. HAVS Awareness training
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Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	

Product Name (s):	Petrol	Active Ingredient	Paraffin hydrocarbons, Naphthalene, & olefin hydrocarbons
Site:		Assessment No:	SSCA V002
Date Assessed:	3 rd January 2024	Review Date:	2 nd January 2025
Description of Substance:	Physical & Chemical properties - Appearance: Liquid Colour : Clear pale yellow Odour : Pungent petroleum odour , Flash Point : 40 ^o C minute Solubility in water : Very Low		
Workplace Exposure Limits:	Human health effects Benzene 1ppm in 8 hour TWA N-Hexane 20ppm in 8 hour TWA		
Task/Activity:	For the use as a fuel for machinery		
Method of Use:	Refueling via filling station nozzle or via petrol can & funnel		
Container Size:	5 to 20litre	MAPP No:	N/A
Suppliers Name & Address:	Butler Fuels, 302 Bridgewater Place, Birchwood Place, Birchwood Park, Warrington, Cheshire, WA36XG	Telephone/Email:	National Poisons Helpline: 111

Substance properties							
							
Flammable/ Highly Flammable	Oxidizer	Explosive	Harmful	Toxic/ Very Toxic	Respiratory Hazard	Dangerous to the Environment	Corrosive
Yes	No	No	Yes	No	No	Yes	No

Route of exposure											
Skin	X	Eyes	X	Inhalation	X	Ingestion	X	Cuts/ Abrasions		Injection	
Persons at risk											
Users of Product	X	Members of Public	X	Visitors		Other Workers		Young Persons			

PPE requirements							
Use Gloves	Use coverall	Use dust mask	Use respirator	Use goggles	Use face visor	Wear boots	Other:
							
Yes	No	No	No	No	No	Yes	No

Additional control measures

General Precautions
➤ The product is stable under normal operating conditions. Avoid sources of ignition, high temperatures & water ➤ Ensure that the above specified PPE is worn and that all staff are informed of the risks; control measures and precautions required when working with the substance. ➤ Avoid contact with skin and eyes. Do not breathe vapour. ➤ It has been proved that this product will cause cancer in animals and it is suspected that it could cause cancer in humans. Esp. lung cancer if swallowed & dizziness ➤ Exposure to mists or splashes may cause irritation to eyes. Vapours can cause drowsiness ➤ Will remove natural fats from the skin. Prolonged or repeated exposure may cause irritation or dermatitis. ➤ May react with oxidizing materials

Control Measures
➤ Do not eat, drink or smoke whilst using this product. Avoid skin contact when refueling Wash hands and exposed skin before eating, drinking, smoking and after work. Keep away from sources of ignition. ➤ Keep out of reach of children. Keep away from food, drink and animal feeding stuffs. Keep in approved container, tightly closed in a safe place. Do not allow to enter drains, sewers or watercourses. No more than 50l to be stored in a work place environment ➤ Do not use mobile phones during handling

First Aid/Hygiene Arrangements
➤ Eye Contact: Wash out thoroughly with large amounts of water for at least 15 minutes. ➤ Skin Contact: Wash skin ASAP with soap and water. Change contaminated clothing and launder before re use. An injection of petrol under the skin should be considered an emergency – get medical advice URGENTLY ➤ Ingestion: Wash mouth out with water. Get medical advice immediately ➤ Inhalation: If vapour causes irritation or drowsiness remove to fresh air

Fire Precautions
➤ Extinguish with Dry Powder, Foam - for small fires use CO2 ➤ Do NOT use water jets ➤ Extremely flammable, high hazard. The liquid can release vapours which settle to the ground and may reach ignition sources away from point of escape. Static discharge material can accumulate static charges which may cause an incendiary electrical discharge ➤ Hazardous decomposition products include smoke, sulphur oxides and carbon monoxide.

Local Exhaust Ventilation Requirements
N/A

Monitoring Requirements

N/A

Transport Arrangements

- Classification for transport is 3 Y E Flammable Liquid

Storage Requirements

- Store at room temperature away from moisture, heat or any ignition sources.
- Only store in approved containers with tight fitting lids.
- Store under cover out of direct sunlight in a well ventilated position

Spillage Procedures

- Treat any spillage as a fire hazard. Spray, vapour or mist can be a potential fire or explosion hazard.
- May cause damage to surfaces making them slippery. Avoid exposure to any sources of ignition.
- Contain spillage – do not wash spillage down drain. Absorb using absorbent material

Disposal Requirements

- Via approved waste management company Do not discharge into a public drainage system

Assessment of Risk (C) CONSEQUENCE, (L) LIKELIHOOD, (R) Risk

Category	Hazard	Potential Harm	C	L	R	Remarks
Storage	Leaks & Spillage	Environmental Damage	2	2	4	Store away from waterways in air tight containers. Maximum stored in work room is 50l.
Handling	Hygiene & Handling	Contamination or Injury	3	2	6	Avoid contact with skin and eyes
Transport	Fall over & spillage	Fire, Environmental damage	3	3	9	Approved cans only used. Ensure cannot move when in transport. All spillages are cleared immediately.
During Use	User/Environment Contamination	Environmental Damage or Injury	2	3	6	Do not allow to enter to drains or waterways. Approved containers only. All spillages to be cleared immediately. Use funnel or pouring device to fill.
Disposal	Incorrect Waste Chain	Environmental Damage	2	2	4	Nurture Guidelines followed
Likelihood		Severity			Interpretation	
1. Very Unlikely		1. Minor Injury/Damage/Incident			1 to 7 = Low Risk	
2. Unlikely		2. Injury/Damage/Incident				
3. Likely		3. Reportable Injury/Damage/Incident			8 to 15 = Medium Risk	
4. Very Likely		4. Long Term Absence/ Damage				
5. Certain		5. Fatality/Irreversible damage			16 to 25 = High Risk	

Overall Assessment of Risk

Petrol	Overall assessment of risk: Medium
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Assessment completed by:	Name: Bill Davidson
<i>W. Davidson</i>	Position: SQE Manager
Date of Assessment: 3rd January 2024	Review Date: 2nd January 2025

The general assessment and other information have been prepared from manufacturers supplied data.
Safety in the use of any material is the responsibility of the user. Always read & follow label instructions. Never exceed the maximum dose rate.
The information provided above is a general guide.

Employee Sign-off to confirm the content of this COSHH assessment has been read and understood			
Date	Name	Job title	Signature

Annual Management Review			
<i>(Review annually from original assessment date where there has been <u>no change</u> to the assessment content. If the assessment content has changed, an updated version must be printed and read & signed off by all employees using this substance/product)</i>			
Date of Review	Name	Job title	Signature

Product Name (s):	2 stroke Oil Stihl HP	Active Ingredient	Highly refined Mineral Oils + additives
Site:		Assessment No:	SSCA V003
Date Assessed:	3 rd January 2024	Review Date:	2 nd January 2025
Description of Substance:	Physical & Chemical properties - Appearance: Fluid. Colour: Red Odour: Weak petroleum odour, Flash Point: 225 ^o C. Solubility in water : Not miscible		
Workplace Exposure Limits:	Human health effects On the basis of available information, this material is not expected to produce any significant adverse effects when recommended use instructions are followed		
Task/Activity:	For the use as An oil mixed with petrol to create fuel for 2 stroke machinery		
Method of Use:	Measured amount placed in a petrol can and then topped up with petrol		
Container Size:	100ml	MAPP No:	N/A
Suppliers Name & Address:	Andreas Stihl Ag & Co KG, Badstr 115, d-71336 Waiblingen, Germany	Telephone/Email:	National Poisons Helpline: 111

Substance properties							
							
Flammable/ Highly Flammable	Oxidizer	Explosive	Harmful	Toxic/ Very Toxic	Respiratory Hazard	Dangerous to the Environment	Corrosive
No	No	No	No	No	No	Yes	No

Route of exposure											
Skin	X	Eyes	X	Inhalation	X	Ingestion	X	Cuts/ Abrasions		Injection	
Persons at risk											
Users of Product	X	Members of Public	X	Visitors		Other Workers		Young Persons			

PPE requirements							
Use Gloves	Use coverall	Use dust mask	Use respirator	Use goggles	Use face visor	Wear boots	Other:
							
Yes	No	No	No	No	No	Yes	No

Additional control measures

General Precautions
➤ Ensure that the above specified PPE is worn and that all staff are informed of the risks; control measures and precautions required when working with the substance. ➤ Avoid contact with skin and eyes. Do not breathe vapour. ➤ Exposure to mists or splashes may cause irritation to eyes. Vapours can cause drowsiness ➤ May react with oxidizing materials

Control Measures
➤ Do not eat, drink or smoke whilst using this product. Avoid skin contact when refueling ➤ Wash hands and exposed skin before eating, drinking, smoking and after work. ➤ Keep out of reach of children. Keep away from food, drink and animal feeding stuffs. ➤ Keep in approved container, tightly closed in a safe place. ➤ Do not allow to enter drains, sewers or watercourses

First Aid/Hygiene Arrangements
➤ Eye Contact: Rinse opened eye for several minutes under running water ➤ Skin Contact: Instantly wash with water & soap and rinse thoroughly. ➤ Ingestion: Do not induce vomiting, instantly call for medical help. ➤ Inhalation: Supply fresh air

Fire Precautions
➤ Extinguish with Dry Powder, Foam - for small fires use CO2. Do NOT use water jets. Carbon monoxide can be released in case of fire

Local Exhaust Ventilation Requirements
N/A

Monitoring Requirements
N/A

Transport Arrangements
N/A

Storage Requirements

- Only store in approved containers with tight fitting lids. Use full tubes when mixing. Do not partially store
- Keep away from children

Spillage Procedures

- Contain spillage – do not wash spillage down drain. Absorb using absorbent material
- Do not allow to enter any waterway

Disposal Requirements

- Via approved waste management company
- Do not discharge into a public drainage system

Assessment of Risk (C) CONSEQUENCE, (L) LIKELIHOOD, (R) Risk

Category	Hazard	Potential Harm	C	L	R	Remarks
Storage	Leaks & Spillage	Environmental Damage	2	2	4	Store away from waterways in air tight containers. Maximum stored in work room is 50l.
Handling	Hygiene & Handling	Contamination or Injury	3	1	3	20l handled containers maximum. Use PPE specified
Transport	Fall over & spillage	Fire, Environmental damage	3	3	9	Approved cans only used. Ensure cannot move when in transport. All spillages are cleared immediately.
During Use	User/Environment Contamination	Environmental Damage or Injury	2	3	6	Do not allow to enter to drains or waterways. Approved containers only. All spillages to be cleared immediately. Use funnel or pouring device to fill.
Disposal	Incorrect Waste Chain	Environmental Damage	2	2	4	Nurture Guidelines followed
Likelihood		Severity		Interpretation		
1. Very Unlikely		1. Minor Injury/Damage/Incident		1 to 7 = Low Risk		
2. Unlikely		2. Injury/Damage/Incident				
3. Likely		3. Reportable Injury/Damage/Incident		8 to 15 = Medium Risk		
4. Very Likely		4. Long Term Absence/ Damage				
5. Certain		5. Fatality/Irreversible damage		16 to 25 = High Risk		

Overall Assessment of Risk

Stihl HP 2 stroke Oil	Overall assessment of risk: Low
------------------------------	--

Assessment completed by:	Name: Bill Davidson
<i>W. Davidson</i>	Position: SQE Manager
Date of Assessment: 3rd January 2024	Review Date: 2nd January 2025

The general assessment and other information have been prepared from manufacturers supplied data.
Safety in the use of any material is the responsibility of the user. Always read & follow label instructions. Never exceed the maximum dose rate.
The information provided above is a general guide.

Employee Sign-off to confirm the content of this COSHH assessment has been read and understood			
Date	Name	Job title	Signature

Annual Management Review			
<i>(Review annually from original assessment date where there has been <u>no change</u> to the assessment content. If the assessment content has changed, an updated version must be printed and read & signed off by all employees using this substance/product)</i>			
Date of Review	Name	Job title	Signature

Product Name (s):	Diesel (Derv)	Active Ingredient	
Site:		Assessment No:	SSCA V004
Date Assessed:	3 rd January 2024	Review Date:	2 nd January 2025
Description of Substance:	Physical & Chemical properties - Appearance: Fluid Colour : Straw to amber: may be died red for ride on mower use Odour : Characteristic , Flash Point : 60 ^o C minute Solubility in water : Very Low		
Workplace Exposure Limits:	Human health effects Long term exposure limit (8 hour TWA reference period – 5mg/m ³ Short term exposure limit (15 minute reference period – 10mg/m ³		
Task/Activity:	For the use as a fuel for machinery		
Method of Use:	Refueling via filling station nozzle or via diesel can & funnel		
Container Size:	20 Ltr	MAPP No:	N/A
Suppliers Name & Address:	Butler Fuels, 302 Bridgewater Place, Birchwood Place, Birchwood Park, Warrington, Cheshire, WA36XG	Telephone/Email:	National Poisons Helpline: 111

Substance properties							
							
Flammable/ Highly Flammable	Oxidizer	Explosive	Harmful	Toxic/ Very Toxic	Respiratory Hazard	Dangerous to the Environment	Corrosive
No	No	No	Yes	No	No	Yes	No

Route of exposure											
Skin	X	Eyes	X	Inhalation	X	Ingestion	X	Cuts/ Abrasions		Injection	
Persons at risk											
Users of Product	X	Members of Public	X	Visitors		Other Workers		Young Persons			

PPE requirements							
Use Gloves	Use coverall	Use dust mask	Use respirator	Use goggles	Use face visor	Wear boots	Other:
							
Yes	No	No	No	No	No	Yes	No

Additional control measures

General Precautions
➤ Ensure that the above specified PPE is worn and that all staff are informed of the risks; control measures and precautions required when working with the substance. ➤ Avoid contact with skin and eyes. Do not breathe vapour. ➤ It has been proved that this product will cause cancer in animals and it is suspected that it could cause cancer in humans. Esp. lung cancer if swallowed ➤ Exposure to mists or splashes may cause irritation to eyes. ➤ Will remove natural fats from the skin. Prolonged or repeated exposure may cause irritation or dermatitis. ➤ May react with oxidizing materials

Control Measures
➤ Do not eat, drink or smoke whilst using this product. Avoid skin contact when refueling ➤ Wash hands and exposed skin before eating, drinking, smoking and after work. ➤ Keep away from sources of ignition. ➤ Keep out of reach of children. Keep away from food, drink and animal feeding stuffs. ➤ Keep in approved container, tightly closed in a safe place. ➤ Do not allow to enter drains, sewers or watercourses

First Aid/Hygiene Arrangements
➤ Eye Contact: Wash out thoroughly with large amounts of water. If redness and/or irritation continues get medical advice ➤ Skin Contact: Wash skin ASAP with soap and water. Change contaminated clothing and launder before re use ➤ Ingestion: Wash mouth out with water & give water to drink. If a large amount has been swallowed get medical advice ➤ Inhalation: If vapour causes irritation or drowsiness remove to fresh air.

Fire Precautions
➤ Extinguish with Dry Powder, Foam - for small fires use CO2 ➤ Do NOT use water jets ➤ Note – Flash point 60° C ➤ Fire in closed or confined spaces should be tackled by trained personnel

Local Exhaust Ventilation Requirements
N/A

Monitoring Requirements

N/A

Transport Arrangements

- Classification for transport is HAZCHEM 3/Z Flammable Liquid

Storage Requirements

- Only store in approved containers with tight fitting lids.
- Store under cover out of direct sunlight in a well ventilated position

Spillage Procedures

- Treat any spillage as a fire hazard.
- May cause damage to surfaces making them slippery
- Contain spillage – do not wash spillage down drain. Absorb using absorbent material

Disposal Requirements

- Via approved waste management company
- Do not discharge into a public drainage system

Assessment of Risk (C) CONSEQUENCE, (L) LIKELIHOOD, (R) Risk

Category	Hazard	Potential Harm	C	L	R	Remarks
Storage	Leaks & Spillage	Environmental Damage	2	2	4	Store away from waterways in air tight containers. Bulk storage in twin skinned bunded tank
Handling	Hygiene & Handling	Contamination or Injury	3	1	3	20l handled containers maximum, use PPE specified
During Use	User/Environment Contamination	Environmental Damage or Injury	2	3	6	Do not allow to enter to drains or waterways. Approved containers only. All spillages to be cleared immediately
Disposal	Incorrect Waste Chain	Environmental Damage	2	2	4	Nurture Guidelines followed
Likelihood		Severity		Interpretation		
1. Very Unlikely		1. Minor Injury/Damage/Incident		1 to 7 = Low Risk		
2. Unlikely		2. Injury/Damage/Incident				
3. Likely		3. Reportable Injury/Damage/Incident		8 to 15 = Medium Risk		
4. Very Likely		4. Long Term Absence/ Damage				
5. Certain		5. Fatality/Irreversible damage		16 to 25 = High Risk		

Overall Assessment of Risk

Diesel / DERV	Overall assessment of risk: LOW
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Assessment completed by:	Name: Bill Davidson
<i>W. Davidson</i>	Position: SQE Manager
Date of Assessment: 3rd January 2024	Review Date: 2nd January 2025

The general assessment and other information have been prepared from manufacturers supplied data.
Safety in the use of any material is the responsibility of the user. Always read & follow label instructions. Never exceed the maximum dose rate.
The information provided above is a general guide.

Employee Sign-off to confirm the content of this COSHH assessment has been read and understood			
Date	Name	Job title	Signature

Annual Management Review			
<i>(Review annually from original assessment date where there has been <u>no change</u> to the assessment content. If the assessment content has changed, an updated version must be printed and read & signed off by all employees using this substance/product)</i>			
Date of Review	Name	Job title	Signature

D. Materials Management

- GMI Materials Management Plan
- Delivery notes for imported materials
- Cut and fill plan detailing all ground releveling
- Plan for locations of imported Type 1 placement
- Plan for locations of excess arisings stockpiled at Plot 10/11

Appendices

Material Management Plan

Revision control

Revis

Revision log

Revision control

Rev No	Date issued	Prepared by	Approved by	Comments
P01	05/03/2024	Keiran Dalton	SAH	1 st Issue
C01	08/04/24	Keiran Dalton	SAH	Construction Issue

Revision log

Rev No	Details
001	1 st Issue

Contents

1	Introduction	4
2	CL:AIRE Protocol	4
2.1	Introduction.....	4
2.2	Use on Site of Origin.....	5
2.3	Direct Transfer	6
2.4	Cluster Projects	6
3	Evidence and Reporting	6
3.1	Site Information	6
3.2	Material Requirements	6
3.3	Movement and Tracking System.....	7
3.4	Site Records	7
3.5	Verification Plan and Verification Report.....	7
3.6	Qualified Person Assessment	8
3.7	Material and waste arising from the Project	9
4	MMP Site Specific Information	10

1 Introduction

This Material Management Plan (MMP) applies to materials excavated and removed from site to be re-used at another location i.e. not as waste. It will be prepared in accordance with The Definition of Waste: Development Industry Code of Practice . The MMP will detail how the site construction materials would be managed by the appointed contractor in such a way that, wherever possible, they would not become a waste, thereby complying with the principles of the Contaminated Land: Applications In Real Environments (CL:AIRE) Protocol.

This plan will describe where the excavated material has been obtained, the quantities involved, the transportation routes and the details of the locations receiving the material. There are four main principles to be explained and covered by this Materials Management Plan. It must contain sufficient information to demonstrate these requirements are met.

In order to comply with the CL:AIRE Protocol for the use of site-won materials as 'non-waste', the excavated materials must:

- Not be a risk to human health;
- be suitable for their intended use without further processing (chemically and geotechnically) or be suitable for use following treatment;
- have a certainty of use (such as a planning condition, or an agreed design statement/remediation strategy);
- be only the quantity that is absolutely necessary.

The MMP will be developed to include the above information, together with details of planning, site ownership, contractor details, consultations with statutory consultees, tracking system and verification proposals

This MMP is supported and directed by the certified ISO 45001:2018 Health and Safety Management System and the ISO 14001:2005 Environmental Management operated by GMI.

2 CL:AIRE Protocol

2.1 Introduction

CL:AIRE is an independent not for profit organisation established to stimulate regeneration of contaminated land. They have produced a voluntary Definition of Waste Code of Practice (CoP) for the development industry to help facilitate the use of excavated materials as non-waste. The CoP sets out a mechanism for working with the waste legislation framework in regard to the use of excavated materials, applicable to both greenfield and brownfield sites. The CoP was first introduced in 2008 and now is a widely used for managing and controlling the movement of materials.

The CoP assesses on the site basis whether excavated materials are classified as waste or not and thus are suitable for a particular use. It provides a convenient way of managing materials on site and avoids the need of having to enter the Environmental Permitting process. The CoP requires a degree of self-regulation and relies upon a high level of environmental management from all parties involved in the development.

The Environmental Environment Agency (EA) is the relevant environmental regulator in deciding whether to regulate construction materials as waste, and if materials are dealt with in accordance with the CoP they are unlikely to be regarded as waste.

The CoP relates to excavated material, which includes:

- Soil, both top soil and sub-soil, parent material and underlying geology;
- Soil and mineral based dredgings;
- Ground based infrastructure that is capable of reuse within earthworks projects, e.g. road base, concrete floors;
- Made Ground;
- Source segregated aggregate material arising from demolition activities, such as crushed brick and concrete , to be reused on the site of production within earthworks projects or as sub-base or drainage materials; and
- Stockpiled excavated materials that include the above.

The CoP provides for its application within three main scenarios:

1. Use on Site of Origin;
2. Direct Transfer; and
3. Cluster Projects.

2.2 Use on Site of Origin

This involves a single site, where the materials originate from. If there is a scope for the materials to be reused on site if for example is a relevant planning condition or if there is a need for case in the site engineering design. A "Site of Origin" scenario also applies to a case of a larger development scheme where the material could be moved between sections of land which are associated with that development.

Excavated materials can be used directly within the development site, subject to it being suitable for use, or following on-site treatment. Any unsuitable or surplus construction material should be taken to an authorised waste management facility, or donated to a Hub site within a Cluster Project (see Cluster Projects). If it is a clean natural soil material it may also be transferred directly to another development site (see Direct Transfer).

Cases where material is to be used on the Site of Origin as well as at one or more of these alternatives, are referred to as "combination scenarios".

Whenever it is envisaged that materials would be temporarily stored on site, and the use of those materials would occur more than one year from being stored, a time limit would have to be agreed with the EA. The period of storage would take account of the extant planning permission or agreed programme of works.

2.3 Direct Transfer

The CoP includes Direct Transfer of clean naturally occurring soils and aggregates from one site development site to another for reuse, without the need for waste regulations to be applied. These materials can include excavated topsoil, subsoil, clays, silts, sands and gravels. It can also include Made Ground, provided it is suitable for reuse without prior treatment to remediate contamination.

2.4 Cluster Projects

The Cluster Project approach is designed to facilitate the remediation and/or development of a number of sites that are located in relatively close proximity and share a decontamination / treatment facility located on a single site, referred to as a Hub Site. A key principle is that the activity is temporary.

3 Evidence and Reporting

3.1 Site Information

In order to comply with the requirements of the CL:AIRE CoP protocol, the MMP should provide certain evidence to demonstrate protection of human health and the environment, and suitability and certainty of use together with quantity of materials. The following supplementary information would need to be provided with the MMP:

- A Design Statement detailing how the reuse of materials will be undertaken relating to the design objectives for the development site.
- Remediation Strategy for the contaminated materials which will be excavated as part of the site redevelopment. The Remediation Strategy should be agreed with the Environmental Regulator.
- Environmental site investigation and laboratory test information to ascertain risks to human health and the environment.
- Geotechnical site investigation laboratory test information demonstrating the suitability of reusing the ground materials.
- Details of the contractual arrangements, and
- The verification proposals, including provision of tracking systems, contingency arrangements, verification testing and reporting.

3.2 Material Requirements

The materials resource to be reused, including types and quantities, would be based on the requirements of the development works, together with site investigation results indicating the ground conditions and the materials to be excavated.

The phasing of materials use, management and any remediation measures relating to their use would be outlined and implemented. The minimisation of material resources would be achieved through attention to specifications, timescales for delivery, storage and handling requirements. The method of transporting material resources to minimise road transport would form an important element to this process.

The materials would be assessed to fall within one of the following categories:

- Material is capable of being used in another place on the same site without treatment;
- Material is capable of being used in another place on the same site following on-site treatment;
- Material is capable of being used on another development site without treatment;
- Material is capable of being used on another development following treatment on another site (designated as a Hub Site);
- Material is not capable of being used on site or elsewhere and as such would require recovery or disposal offsite as waste;
- Material is surplus to requirements and as such would require recovery or disposal offsite as waste.

The MMP must be in place prior to excavation, setting out the preliminary categorisation of materials, however, this may be refined by testing materials following commencement of the works.

3.3 Movement and Tracking System

The materials resource to be reused, including types and quantities, would be based on the requirements of the development works, together with site investigation results indicating the ground conditions and the materials to be excavated.

The movement of materials within the site (and between sites) must be tracked throughout the construction works; and evidence should be generated to provide an auditable trail.

The tracking system must include:

- Site plans and drawings showing development footprint/excavation areas, stockpile locations, any treatment areas (if required) and materials placement locations;
- Inspection and testing procedures to verify materials are as anticipated from the site investigation reports;
- Tracking forms and control sheets to record the movement of materials, including delivery tickets if materials are moving between sites; and
- Acceptance and testing procedures if materials are moving between sites.

3.4 Site Records

In addition to site specific records, the following records would be kept:

- Planning consents for the development area covered by the MMP, and any Environmental Permits (or Waste Exemption) required for treatment of contaminated material to enable their reuse;
- materials tracking, treatment and delivery note records, and
- records of any contingency arrangement for materials resources and unforeseen waste arisings that had to be implemented.

3.5 Verification Plan and Verification Report

A Verification Plan is prepared in conjunction with the MMP for declaring the Plan to CL:AIRE. The Plan identifies how the placement of materials would be recorded and the quantity of materials to be used.

Post earthworks, a Verification Report will need to be produced. The Report provides evidence to demonstrate an audit trail that materials and waste have gone to the correct destination(s) and will include, but not limited to:

- A description of the works undertaken;
- Records of the works;
- Progress photographs;
- Waste Transfer Notes (if applicable);
- A statement that the works have been undertaken in accordance with the MMP.

The Verification Report will also document any changes that may have been made to the MMP arising from any alterations to the Proposed Development or contingency arrangements that had been implemented.

During the construction works, a part-time watching brief by a suitably trained geo-environmental engineer is advised be undertaken to record materials movements on regular basis and liaison with the site surveyor to produce a drawing showing the zones/areas where specific materials have been placed.

Site logs are to be made in an engineer's notebook. Estimations of volumes will be made during earthworks. Principal earthworks contractor will be advised to undertake regular survey works to ensure that materials volumes and formation levels are being achieved in accordance with the original cut and fill specification drawings. Any variations will be assessed throughout the project and the total volume of materials.

3.6 Qualified Person Assessment

The site based MMP is subject to review and assessment by an independent QP independent Qualified Person (QP) who must be registered with CL:AIRE. The QP signs a Declaration confirming that having reviewed the evidence relating to the proposed use of materials on site, the QP is satisfied the CL:AIRE Code of Practice can be utilised appropriately. The Declaration confirms that the developer will manage the materials in accordance with the MMP, i.e. the CL:AIRE protocol is largely self-policing.

The QP assessment process includes the following main lines of evidence:

- has the source site of the excavated materials been adequately described and appropriate information provided that confirms that these materials will not cause harm to the environment or harm to human health in the proposed location of future use;
- have all parties involved with the excavation and treatment of materials been identified;
- have all the materials been adequately characterised and fall within the scope of the CoP;
- has the MMP been completed using the correct CL:AIRE template;
- have all lines of evidence been followed and relevant regulators consulted and that they have no objection, and
- is there enough evidence to demonstrate certainty of use of the excavated materials and of the correct quantity.

The QP does not need to inspect the site, carry out any additional assessment (including dialogue with the regulators) or produce/review the Verification Report. The QP can, however, be separately appointed to assist or prepare the Verification Report.

Subject to acceptance and sign off of the MMP by the QP, there would be no requirement for EA/NRW to have any input to the process other than for auditing purposes. This could involve visiting the site and reviewing the MMP documentation, operation and management at the site of origin and at any site(s) receiving the material.

Once the Declaration has been made, the developer must then follow the MMP and produce a Verification Report on the works, which would form part of the audit trail upon completion of the development works.

3.7 Material and waste arising from the Project

Opportunities for the re-use of the materials in line with the CL:AIRE CoP have been identified as part of the construction planning under current proposals, significant quantities of materials would need to be excavated. These are removed from Site and/or imported to Site in order to achieve the required finished levels.

4 MMP Site Specific Information

This Plan should be completed once the lines of evidence have been collected in relation to suitability for use, certainty of use and quantity required.

The answers to the questions posed within this form, together with the supporting information will constitute the MMP and must be provided to the Qualified Person.

A Qualified Person may comment on draft versions of this MMP, but will not complete the Declaration until all the relevant documents, demonstrating lines of evidence have been provided for each site.

Each question must be answered. If the question is not applicable please state this and provide a brief explanation.

Reuse on the Site of the original material

Describe how excavated material will be re-used on the site

Excavated material will be reused as subsoil & topsoil and where landscape areas are located compost will be added onsite

Direct Transfer of clean naturally occurring soil / mineral materials to an off-site location

Describe the clean naturally occurring soil / mineral materials that will be taken from the site directly to another location for re-use

Reused as subsoil & topsoil for swale and landscape areas.

If there is a combination of both off-site use and on-site then describe how this will operate

This combination will not occur onsite as no soil is to be removed offsite.

In the case of a combination of reuse scenarios, please describe below

- (i) Reuse on Site of Original material and Direct Transfer of clean naturally occurring unpolluted soils to another site,

N/A

- (ii) Reuse on the Site of Original material with Direct Transfer of clean naturally occurring soil to a number of other development sites etc:

N/A

(NB: A Declaration is required for reuse on the Site of Origin and for any 2 site arrangement i.e. there is no facility for a combination Declaration)

2. Organisation and name of person preparing this MMP	Keiran Dalton GMI Construction Limited Crosby Court 28 George street Birmingham B3 1QG
---	---

Document Control

Date issued	05/03/24
Revision date	08/04/24
Summary of revision 1	First Draft
Summary of revision 2	Construction Issue

Revisions to the MMP must be recorded and summarised in the Document Control box above.

Site Details

3. Site / Project name(s)	L040 Mira Plot 9a,9b
Reuse / receiving site name and address :	Mira Technology Park Nuneaton CV10 0TU
Name and address of second site receiving the material (if applicable)	N/A

Landowners

4a. Name of Landowner(s) (full address and contact details) – where excavated materials are to be reused	MTP DEV Limited Mira Technology Park Nuneaton CV10 0TU
4b. Name of Landowner(s) (full address and contact details) – where excavated materials are arising from	MTP DEV Limited Mira Technology Park Nuneaton CV10 0TU

Summary and objectives

5a. Provide a brief description of how excavated materials are to be reused.	Plot 6 & 9 to be excavated and soil to be used as subsoil on throughout the developments to achieve formation levels and to be used for topsoil in landscape & swale areas. Any excess soil is to be stored in windrow located west of Plot 9 for
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future use. soil testing will take place prior to reuse, soil that is to be used in landscape will be mixed with compost/ herbicide.

General Plans and Schematics

6. **Attach** a location plan for the site(s)

A plan of the site(s) which identifies where different materials are to be excavated from, stockpile locations (if applicable), where materials are to be treated (if applicable) and where materials are to be reused.

Appendix A.1: Site Location Plan.

Appendix A.2: Site Boundary Plan.

Appendix A.3: Proposed Development Plan.

Appendix A.4: Cut and Fill Plan



7. **Attach** a schematic of proposed materials movement. Where there is only one source area and one placement area briefly describe it. For all other projects a schematic is required.

Description & Schematic Document Reference:

- Excavation to Plot 6 Area to be left at reduced level + 200mm in accordance with the Proposed Levels and Construction Build Ups provided
- Installation of Temporary Drainage ditch and pea gravel fill to the plot boundary with the access road.
- 100mm Type 1 aggregate to be laid across all areas, excluding landscaped areas and plot 6.
- Filling to all areas to give the required CBR performance requirement of 15% at underside of sub base (type 1)



Red Areas of Cut
Blue Areas to Fill

	Harringtons Builders PLC will undertake a cut and fill earthworks; with an estimate only at this time of the cut – fill analysis. It is estimated that a cut of 13126 m³ shall be cut and placed as fill material requirement with an additional arisings for the infrastructure road and plot 6, any excess from arisings will need to be located in plot 10 & 11 12488.951 m³ to be disposed of off-site. No soil to be taken offsite. All soils will be compacted (building footprints by Stehr SBF24/6 semi mounted stabiliser and tractor).

Parties Involved and Consultation

If more than one party please provide additional details for them and identify the location that they will be working e.g. where a site is zoned.

8a. Main earthworks contractor(s) (full address and contact details) – Where excavated materials are to be reused	Harringtons Builders PLC Harrington House, Exhibition Grounds, Fourth Way, Wembley, Middlesex HA9 OLH
8b. Main earthworks contractor(s) (full address and contact details) – Where excavated materials are arising from (note- this can be the same contractor as 8a above)	N/A

9. Treatment contractor(s) (full address and contact details) – for treatment on site of origin, or at another location	Ground investigation report shows that no treatment is required and therefore this item is not applicable for this scheme.  20188 FGIR - MIRA.pdf
10. Where wastes and materials are to be transported between sites, provide details of the transport contractor(s) (full address, contact details and waste carriers registration details (if applicable))	No waste was arisen from site, soil was transported by between Plot 9a,9b and Plot 6 : Harringtons Builders PLC Harrington House, Exhibition Grounds, Fourth Way, Wembley, Middlesex HA9 OLH
11. Provide Local Authority contact details (full address and named contacts) where excavated materials are to be reused	N/A
12a. For the site where materials are to be reused provide Environment Agency contact details (full address and named contacts):	N/A
<i>For all Cluster Projects:</i> 12b. Attach any relevant documentation from the EA relating to the excavation and reuse of the materials to demonstrate no objection to the proposals If the EA has not been consulted please explain why	EA references: N/A – not a cluster project.

Lines of Evidence

There is no one single factor that can be used to decide that a substance or object is waste, or when it is, at what point it ceases to be waste; as complete a picture as possible has to be created.

The following sections require completion to ensure the correct decision is made.

If a requested item is not relevant it is important to clearly state why this is so (e.g. no planning permission required because permitted development status exists).

Suitable for use criteria

13. Please describe or provide copies of the required specification(s) for the materials to be reused on each site.	Document Reference(s): WIE13833-119 Mira Plot8+9-Civils Specification  WIE13833-119 Mira Plot8+9-Civils Specil
<i>Where contamination is suspected or known to be present</i> 14a. Please provide copies of or relevant	Document Reference(s): 20188 FGIR – MIRA -Factual Geotechnical Investigation Report - EED13833-120-R-1.1.2-FRA - WIE13833-118-R-4.1.1- Remediation & Discovery Strategy  20188 FGIR - MIRA.pdf  EED13833-120-R-1.1 .2-FRA.pdf  WIE13833-118-R-4.1.1-RJM.pdf

extracts from the risk assessment(s) that has been used to determine the specification for use of the contaminated material on the site. **This must relate to the place where materials are to be used.** This must be in terms of (i) human health (ii) controlled waters and (iii) any other relevant receptors. If a risk assessment is not relevant for a particular receptor given the site setting please explain why below:



3. Remediation Strategy

This strategy is designed to ensure the contaminant linkages identified in the ground conditions section of the desk study are adequately mitigated both during, and on completion of the development.

The Contractor appointed to complete the Development will undertake the mitigation works. All remediation works will be documented in a Validation Report. This report will provide details of the mitigation measures implemented and any remediation work undertaken. Full details to be included within the Validation Report are outlined in Section 4.

3.1 Protection of Workers and the General Public

3.1.1 Construction Workers

The health and safety of all construction workers and visitors on-Site will be managed during the development works through provision of appropriate welfare facilities, decontamination facilities, appropriate storage of fuels, chemicals, and construction materials.

The Waterman PRA and Soils Ltd ground investigation report detailing the Site history, ground conditions and the potential for contaminated soils and groundwater will be provided to the Contractor.

Personal protective equipment (PPE) suitable for the activities being undertaken will be provided where necessary. The Contractor will complete a method statement for all demolition and construction activities, which will be appended to this report once available. All works will be progressed in line with the approved method statements.



3.5 Discovery Strategy for Unforeseen Contamination

The Contractor shall maintain a watching brief at all points of excavation throughout the development works. Should unforeseen contaminated materials or liquids be encountered, work in the area will be stopped to assess the extent and nature of the contamination. The Contractor will prepare an addendum remedial method statement for dealing with the encountered contamination, likely to involve excavation and removal of all visually impacted material from the Site. Depending on the nature of the contamination identified, verification samples may also be collected from the base and sides of the excavations with appropriate chemical testing to demonstrate the material has been effectively remediated.

The addendum remedial method statement and chemical analysis of validation samples will be included within the Validation Report.

Extracts above have been taken from document entitled: WIE13833-118-R-4.1.1-RJM.

14b. Please attach any relevant documentation from the Local Authority relating to the excavation and reuse of the materials to demonstrate no objection	LA Document references: <table><tr><td>11</td><td>With the exception of the A5 highways improvements no development shall commence until such time as a Risk Based Land Contamination Assessment (including landfill gas) relating to that phase of development has been submitted to and agreed in writing by the Local Planning Authority. The assessment shall be fully implemented as approved for each applicable phase of the development hereby approved.</td><td>This has been partially discharged on 18/4/23 based on information available to allow development to commence. Results of further intrusive assessments are now available and can be used to fully discharge the condition for this phase.</td><td>Approved by the LPA. Compliance required with Waterman Remediation and Discovery Strategy (Sept 2022)</td><td></td></tr><tr><td>12</td><td>Should any unacceptable risks be identified in the Risk Based Land Contamination Assessment Remedial</td><td>Required if contamination found</td><td>GMI to prepare and submit if</td><td></td></tr></table>				11	With the exception of the A5 highways improvements no development shall commence until such time as a Risk Based Land Contamination Assessment (including landfill gas) relating to that phase of development has been submitted to and agreed in writing by the Local Planning Authority. The assessment shall be fully implemented as approved for each applicable phase of the development hereby approved.	This has been partially discharged on 18/4/23 based on information available to allow development to commence. Results of further intrusive assessments are now available and can be used to fully discharge the condition for this phase.	Approved by the LPA. Compliance required with Waterman Remediation and Discovery Strategy (Sept 2022)		12	Should any unacceptable risks be identified in the Risk Based Land Contamination Assessment Remedial	Required if contamination found	GMI to prepare and submit if	
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12	Should any unacceptable risks be identified in the Risk Based Land Contamination Assessment Remedial	Required if contamination found	GMI to prepare and submit if											
14c. Please attach any relevant documentation from the Environment Agency relating to the excavation and reuse of the materials to demonstrate no objection	EA Document references: N/A													
14d. Please attach any relevant documentation from any other regulators (if relevant)	Document Reference(s): N/A													

relating to the excavation and reuse of the materials to demonstrate no objection	
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<i>Where contamination is not suspected</i> 15a. Please attach copies or relevant extracts from the Desk Top Study that demonstrates that there is no suspicion of contamination.	Document Reference(s) N/A Factual Geotechnical Investigation Report – produced by Soils Limited and dated July 2022; - Geophysical Survey Report – produced by SUMO Geophysics Ltd and dated 7th June 2022; - Soil Handling and Re-use Strategy – produced by Tim O'Hare Associates LLP on behalf of the Terra Firma Consultancy and dated 12th July 2022.  20188 FGIR - MIRA.pdf  SUMO-07582 MIRA Watling Street Leice  14-2931 - MIRA (Zone 4) - Soil Handling and Re-use Strategy - Issue 2 July 22.pdf
15b. Please attach copies of or relevant extracts from the site investigation/testing reports that adequately characterise the clean materials to be used (if appropriate).	Document Reference(s) As per documents found in field 15a.
15c. Please attach copies of any other relevant information (if available) confirming that land contamination is not an issue.	Document Reference(s) As per documents found in field 15a.

NB: It is the Contractors responsibility to assess the nature of the material to be used and that it fits within the limitations of the scenario under which it is to be used

Certainty of use

Various lines of evidence are required to demonstrate that the materials are certain to be used. This includes:

- The production of this MMP
- An appropriate planning permission (or conditions that link with the reuse of the said materials)
- An agreed Remediation Strategy(ies)
- An agreed Design Statement(s)
- Details of the contractual arrangements

Please identify in the following sections what lines of evidence relate to the site(s) **where the materials are to be used**.

16a. Planning Permission(s) relating to the site where materials are to be reused Please provide a copy of the relevant planning permission	Document Reference:  22.00697.REM - Decision Notice.pdf
16b. Explain how the reuse of the excavated materials fits within the planning permission(s) for each site.	As part of LF2 planning application which captures works related to infrastructure at Mira Technology park it is a requirements that land contamination investitive strategy is carried out.
16c. If planning permission is not required for any one site please explain why below e.g. permitted development, clean up of a chemical spill, surrender of an Environmental Permit, re-contouring within the existing permission.	N/A

<i>Where contamination is suspected or is known to be present</i> 17. Please provide a copy of any Remediation Strategy(ies) that have been agreed with relevant regulators.	waterman
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<i>Where contamination is not suspected</i> 18. Please provide a copy of any Design Statement(s) that have been agreed (e.g. with the planning authority or in the case of permitted developments the client).	Document Reference(s):
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Quantity of Use

19. Please provide a breakdown of the excavated materials for each site and how much will be placed at each site or sub area of each site. Where this is not specific to a single readily identifiable source refer to an annotated plan, schematic or attach a tabulated summary.	Document Reference(s): "In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported in writing immediately to the Local Planning Authority. An investigation and risk assessment must be undertaken in accordance with the requirements of Condition 6 and where remediation is necessary a remediation scheme must be prepared in accordance with the requirements of Condition 7, which is to be submitted to and be approved in writing by the Local Planning Authority. Following completion of measures identified in the approved remediation scheme a verification report must be prepared, which is subject to the approval in writing of the Local Planning Authority in accordance with condition 8."
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20a. How has consolidation/compaction being considered in the above mass balance calculations?	Refer spec- Windrows Waterman
20b. How has loss due to treatment being considered in the above mass balance calculations (if applicable)?	Waterman formation levels, lime stabilisation
20c. How has the addition of treatment materials being considered in the above mass balance calculations (if applicable)? Note - An exact figure is not required but one that is reasonable in the circumstances and can be justified if challenged.	N/A

Contingency arrangements

Explain what is to happen in the following situations and **identify the appropriate clauses** in the contract(s) (Such clauses must be provided to the Qualified Person, preferably as a summary document): or

21a. What is to happen to, and who is to pay for out of specification materials?	Reference: Not expected but this responsibility lies with GMI Construction Ltd.
21b. What is to happen to, and who is to pay for any excess materials?	Reference: Not expected but this responsibility lies with GMI Construction Ltd.
21c. What happens if the project programme slips in relation to excavated materials or materials under -going treatment?	Reference: Programme will be reviewed, and mitigations will be set in place in order to achieve contract completion date.
21d. Other identified risk scenarios for the project (relating to excavated materials)?	Reference: Weather, soft spots, unexploded ordnance, obstructions, ecology and newps.

The Tracking System

Where contamination is suspected or known to be present, state the procedures put in place to:

22a. For all sites please describe the tracking system to be employed to monitor materials movements.	The tracking system will also include: • Annotated plans of the site(s) identifying any stockpile placement locations • Visual and olfactory inspection procedures • Registered waste carrier and non-waste haulier • Delivery ticket system for any imported materials (if import becomes a requirement).
<i>Where contamination is suspected or known to be present, state the procedures put in place to:</i> 22b. Prevent contaminants not suitable for the treatment process being accepted	No contamination is known to be present, if contamination was to be found then GMI would follow guidelines states in remediation and discovery strategy: The Contractor shall maintain a watching brief at all points of excavation throughout the development works. Should unforeseen contaminated materials or liquids be encountered, work in the area will be stopped to assess the extent and nature of the contamination. The Contractor will prepare an addendum remedial method statement for dealing with the encountered contamination, likely to involve excavation and removal of all visually impacted material from the Site. Depending on the nature of the contamination identified, verification samples may also be collected from the base and sides of the excavations with appropriate chemical testing to demonstrate the material has been effectively remediated. The addendum remedial method statement and chemical analysis of validation samples will be included within the Validation Report.
<i>Where contamination is suspected or known to be present, state the procedures put in place to:</i> 22c. Prevent cross contamination of materials not in need of treatment, wastes awaiting treatment and treated materials	Segregated excavation to avoid mixing of overlying/underlying cleaner materials with hotspot VOPC soil contamination • Stockpiling on an impermeable area in preparation for treatment • Soils moved to treatment area (if not the same as stockpiled area) • Aeration within the stockpile to encourage volatilisation • Sampling and testing of soils to record reduced VOC concentrations • Mixing of soils with cement or lime • Replacement in suitable area of development (under external hardstanding away from potential controlled waters receptors)

<i>Where contamination is suspected or known to be present, state the procedures put in place to:</i> 22d. Demonstrate that materials that do not require treatment and successfully treated materials reach their specific destination	Site investigation has demonstrated that the majority of soils do not require treatment.
<i>Where contamination is suspected or known to be present, state the procedures put in place to:</i> 22e. Ensure that waste for off-site disposal or treatment is properly characterised and goes to the correct facility	Any materials designated for off-site disposal will be subject to additional testing including WAC, if appropriate.
23. Please attach a copy of the tracking forms / control sheets that are to be used to monitor materials movements. To include transfer of loads on site into stockpiles prior to treatment (if applicable), stockpiled after treatment (if applicable), stockpiled awaiting use (as appropriate) and final placement.	Document reference(s) Because the proposed activity is a cut and fill to form a level site, controls on soil movement will be the original site survey and the final site survey to demonstrate where materials have been removed and reused. A soil movement form is not required for direct cut and fill works.
<i>For the site where excavated material is to be sent for re-use & where materials need treatment before reuse</i> 24. Please attach a copy of the Environmental Permit covering the treatment process. Alternatively, if the treatment is covered by a Mobile Plant Permit and associated Deployment Form,	Permit reference / EA letter reference: N/A

attach a copy of the EA agreement to the Deployment Form.	
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Records

25. Where, and in what form, are records to be kept? Note – records e.g. transfer notes, delivery tickets, Desk Top Study, Site Investigation, Risk Assessment(s), Verification Report(s) need to be kept for at least 2 years after the completion of the works and production of the Verification Report	SharePoint and Kenny Waste.  2024.12.04-swp_waste_chart_totals_by_
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Verification Plan

26. Provide or explain the Verification Plan which sets out how you will record the placement of materials and prove that excavated materials have been reused in the correct location and in the correct quantities within the development works	Document Reference On completion of the reuse of the materials on the receiving site a verification report will be produced which will provide, where appropriate: • Photographic and documented evidence of the works that have been undertaken. This will include photographs of the land prior to and subsequent to the re-profiling works. • Soil analysis reports for imported materials (if required). • Appropriate site plans • Description of the project. • Reference to risk assessment. • Reference to the MMP and associated tracking system, including alterations made and why. • Record of any contingency arrangement(s) if that had to be implemented. • Record of quantity of materials used. • Copies of Declaration(s) receipt(s).
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Site Location Plan