

SAFETY STATEMENT

PRECISION BUILDING SERVICES

**PRECISION
BUILDING
SERVICES**

SAFETY STATEMENT

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**PRECISION BUILDING
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SAFETY STATEMENT

GENERAL STATEMENT OF HEALTH & SAFETY POLICY

The policy of PRECISION BUILDING SERVICES is to comply with the Safety Health & Welfare at Work Act 2005, Safety Health and Welfare at Work (Construction Regulations) 2006, Safety Health & Welfare at Work (General Application) Regulations 2007, and all other health and safety legislation as is applicable to our business. This is to ensure so far as is reasonably practicable, the Safety, Health and Welfare of all employees whilst at work, and to provide such information, training and supervision as they need for this purpose. It is also the policy of this Company to protect, in so far as is reasonably practicable, persons not in our employment, who may be affected by our activities and not to expose them to risk. We shall endeavour to provide for staff, information, training and supervision as they need for this purpose. This policy applies to all employees of PRECISION BUILDING SERVICES without exception.

All employees have the responsibility to co-operate with supervisors and managers to achieve a healthy and safe workplace, and to take reasonable care of themselves and others. It is the responsibility and duty of all employees to comply with the safety policy by exercising due caution and care.

It is the policy of PRECISION BUILDING SERVICES to consult all staff and employees on matters of health and safety. All employees are hereby notified of company policy, and are encouraged to comply with their duties under the 2005 Act and subsequent regulations and to notify company management of identified hazards in the workplace.

The allocation of duties for safety matters and particularly arrangements to implement the policy are set out in the attached documentation. The master copy of the Safety Statement is located in our Head Office, but a copy of the Safety Statement will be available in as far as is reasonably practicable at all of our work locations. The Safety Statement is available to all employees for their information and inspection.

We must all ensure that safe systems of work are employed at all times, and that all Safety rules and procedures are adhered to. This statement will be kept up to date, particularly as the business changes in nature and size, and to take account of changes to Health and Safety legislation. To ensure this, the policy and the way in which it has operated will be reviewed on an ongoing and regular basis

Signed:

MARK PEMBERTON
MANAGING DIRECTOR.

Date:

**PRECISION BUILDING
SERVICES**

**SAFETY STATEMENT
RESPONSIBILITIES**

The Managing Director (**Mark Pemberton**) has overall responsibility for safety, health and welfare on all projects.

Consultation on all health and safety matters on all projects is the responsibility of **Mark Pemberton** in conjunction with Company personnel.

Mark Pemberton shall delegate specific responsibilities to the company management personnel. As new projects commence responsible persons will be notified, and the list amended accordingly.

Mark Pemberton will ensure that adequate provision is made for safety and health in planning and pricing.

Mark Pemberton / Company Foremen are responsible for this policy being carried out on projects.

Company site foremen shall be responsible for ensuring the policy is adhered to and implemented on all projects in conjunction with Mark Pemberton.

Mark Pemberton is responsible for ensuring that all statutory training (including Safe Pass, Manual Handling etc) is provided for all site employees, and other training requirements as identified. This also includes consultation, safety inspections, investigating accidents, monitoring and maintenance of the safety policy and advising management on all matters relating to health & safety.

PRECISION BUILDING SERVICES	SAFETY STATEMENT RESPONSIBILITIES
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Mark Pemberton will ensure that:

- 1) Adequate provision is made for Safety Health and Welfare in the planning and pricing of work.
- 2) The Company policy on Safety Health and Welfare is put into practice and adhered to by all concerned
- 3) The provisions of the safety statement are executed from project inception to completion of our work on site.
- 4) Precision Building Services / Company Foremen will implement this policy and comply with statutory requirements applicable to our business.
- 5) Training will be provided for foremen to enable them to effectively carry out their responsibilities with regard to health and safety.
- 6) The provisions of the Safety Statement are fully understood and carried out by all who work for PRECISION BUILDING SERVICES Ltd. (including Sub-Contractors).
- 7) That all Sub-Contractors have prepared their own Safety Statement, and where applicable a site specific Safety Plan, and that it is received prior to commencing a contract. Where necessary they may also be required to provide Method Statements etc
- 8) That Insurance cover is provided by all Sub-Contractors prior to commencing a contract with PRECISION BUILDING SERVICES, to enable our Insurance Company to have adequately checked out same
- 9) Plant and machinery allocated for each site comply with current regulations and are inspected as required.
- 10) All personnel recruited for and assigned to each site are suitable for and competent to carry out the work on site.
- 11) Training will be provided for those who need it to carry out particular tasks, and identifying ongoing training needs and providing same, where required.
- 12) Ensure that instruction is given to all employees (particularly Apprentices) of the dangers of site work, and bring to their attention the necessary precautions of which they should be aware.
- 13) Ensure as far as is reasonably practicable, that all personnel are operating safe systems of work.

**PRECISION BUILDING
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**SAFETY STATEMENT
RESPONSIBILITIES**

Mark Pemberton will ensure that:

- 14) Ensuring that all relevant information is communicated to Project Supervisor for Construction Stage, where applicable.
- 15) Ensuring if our contract responsibility, that adequate protection is provided at all work places to protect the public, and in particular where children are likely to gain entrance, hoarding/fencing should be provided.
- 16) Lead by example at all times, by promoting a safety conscious attitude.

**PRECISION BUILDING
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**SAFETY STATEMENT
RESPONSIBILITIES**

Mark Pemberton / Foremen on site shall have the following responsibilities:

- 1) Be familiar with the current safety regulations and company policy applicable to the work on which they are engaged, and insist that the regulations are observed and complied with at all times.
- 2) Ensuring that all employees have received Induction Training, be aware of site safety rules, use of personal protective equipment, emergency procedures, first aid, accident reporting and any other relevant safety issues.
- 3) Ensure that as far as is reasonably practicable, all operatives are operating safe systems of work
- 4) Safe access/egress is possible for all personnel at all times. All personnel to be aware of procedures to be taken in the event of emergency, and that properly maintained fire fighting equipment is available. All personnel to know where emergency exits are located and where designated fire assembly point is located at each location.
- 5) Personal Protective Equipment is provided as required, and is worn at all times. The non-compliance of this will be a disciplinary procedure.
- 6) Frequent hazard spotting checks are made in key identified areas of work locations, report on findings immediately, and prompt action to be taken where defects etc. are identified.
- 7) When materials plant etc. are being moved / stored etc., that personnel are aware of the proper handling / lifting procedures.
- 8) That all tools, equipment etc. are maintained in good condition. Any defects in any plant or equipment are reported immediately to the Precision Building Services Foreman.
- 9) All tools, plant and equipment on site are in accordance with relevant regulations and are inspected as required. Report any defects in equipment immediately to Mark Pemberton.
- 10) That all personnel employed only have access to equipment for which they have received proper training for.
- 11) That all accidents (however minor) are reported to Mark Pemberton /Site Foreman and are entered in Accident Report File. All accidents to be investigated to prevent a reoccurrence. Ensure where necessary that accidents which require to be reported to Health and Safety Authority are reported to Head Office for submission to H.S.A. All accidents should also be reported to Project Supervisor Construction Stage (PSCS)

**PRECISION BUILDING
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**SAFETY STATEMENT
RESPONSIBILITIES**

MARK PEMBERTON / FOREMEN

- 12) Concerns raised by employees re Health and Safety matters must be investigated and appropriate action taken as required.
- 13) Material Hazard Data sheets must be available for all substances employees are using, and must be fully understood by all those working with them. All employees coming into contact with materials / substances must understand and comply with regulations in respect of these. Queries / comments made by employees must be responded to by PRECISION BUILDING SERVICES.
- 14) Maintain all relevant information for inclusion in the Safety File. Safety Statement, Safety Plan (where applicable) Method Statements, equipment certificates and maintenance and operating manuals, MSDS sheets and any other relevant Health and Safety information which may be required.
- 15) Maintain a tidy workplace, and make sure a regular clean-up is undertaken. Insist that all persons on site, employees, self-employed and visitors wear safety helmets, glasses, safety footwear and all other appropriate items of personal protective equipment.
- 16) Ensure that First Aid Boxes are properly maintained.
- 17) Ensure that all power and hand tools are 110 volts.
- 18) Assist in investigating all accidents with a view to preventing a recurrence
- 19) Under no circumstances will safety standards set by this Company be allowed in any way to be undermined by any employee, Sub-Contractor / any other person on site.
- 20) Ensure that when job is completed, all records, registers etc. are returned to Head Office for safe keeping.

Many accidents in the workplace are due to "bad housekeeping" e.g. slips, trips and falls. This Company shall endeavour to practice good housekeeping in all work areas "A place for everything and everything in it's place"

Show personal example by wearing the safety equipment provided. Promote a safety conscious attitude amongst all employees.

PRECISION BUILDING SERVICES	SAFETY STATEMENT SAFETY ADVISER
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SAFETY ADVISER

Mark Pemberton will ensure as required on projects, external safety consultants are utilised to complete certain safety related tasks on behalf of PRECISION BUILDING SERVICES.

- Carry out agreed site inspections and report to senior management.
- Monitor all aspects of safety and health on all projects.
- Advise senior management on current regulations, laws etc. which impinge on company activities.
- Advise and monitor statutory tests on plant and equipment.
- Monitor accidents / dangerous occurrences at workplaces.
- Advise on training courses to meet identified needs.
- Monitor PPE policy and type of equipment / clothing required.
- Consult the Health and Safety Authority if required and authorised by the Company
- Advise the Managing Director on action required where Improvement Notices or Prohibition Orders have been served upon the company.
- Advise on accidents, potential claims, insurance or Health and Safety Authority implications.
- Ensure that the safety statement is available on all projects.
- Ensure Safety Statement is regularly monitored and revised where necessary to ensure compliance with the relevant legislation and best safe practices.
- Ensuring that Safety Plans, Method Statements are current and up to date in conjunction with the relevant site personnel.
- Ensuring that Site Induction, ongoing training and specific training courses for all personnel are put into place in conjunction with Company Management. Advise / recommend safety courses which will assist in ensuring that staff are fully aware and compliant with the relevant workplace legislation applicable to the Company.
- Review on ongoing basis the activities and working procedures of our Sub-Contractors. Where necessary the required remedial action is taken where applicable.

PRECISION BUILDING
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SAFETY STATEMENT

SAFETY ADVISER

- To ensure as far as is practicable that all personnel in the Company fully understand the purpose and detail of the Company policy on Safety Health and Welfare, and their individual responsibilities as imposed by the Health and Safety legislation, and others who they are responsible for, including other employees, Sub-Contractor employees etc.
- Investigate all accidents with a view to preventing a reoccurrence.

**PRECISION BUILDING
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SAFETY STATEMENT

EMPLOYEES

In accordance with the requirements of Section 13 of the Safety Health and Welfare at Work Act 2005, employees have the following responsibilities:

It is the responsibility of each employee to take reasonable care of his or her own safety, health and welfare, and that of others affected by his or her acts or omissions and:

- Be satisfied that you have read the Company Safety Statement as is applicable to your work, as there is a statutory duty on each employee to comply with relevant H&S legislation
- Employees must not be under the influence of alcohol or drugs or a combination of alcohol or drugs to the extent that he or she is likely to endanger his or her own safety, health and welfare at work, or that of any other person.
- Employees must not engage in improper conduct or other behaviour such as violence, bullying or horseplay, which could endanger another person at work, or his/her safety health and welfare.
- Co-operate with your employer and any other person to such an extent as will enable the employer to comply with any of the relevant statutory provisions as regards to safety, health and welfare and to ensure that your place of work is safe and healthy.
- Where health and safety training is required, you must attend without exception.
- Employees must taking account of training and instruction provided, correctly use any article or substance and protective clothing and equipment provided for his/her protection.
- Use protective clothing and any other equipment provided for your safety, health and welfare while at work. Use in such a manner so far as to provide the protection intended of any suitable appliance, protective clothing, convenience, equipment or other means or thing so provided (whether for use alone or for use by you in common with others) for securing your safety, health and welfare while at work.
- Keep Tools in good condition. Report to your Foreman / Mark Pemberton any defect in the plant, equipment, place of work, or system of work, that might endanger safety, health and welfare.
- Not intentionally or recklessly interfere with or misuse any appliance, protective clothing, convenience or equipment provided in pursuance of any of the relevant statutory provisions or otherwise, for securing the safety, health and welfare of persons arising out of work activities.

PRECISION BUILDING SERVICES	SAFETY STATEMENT EMPLOYEES
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- Use correct tools and equipment for the job.
- Employees can make suggestions and raise your concerns on health and safety matters.
- Avoid any action that would be a source of danger to you or others.
- Develop a personal concern for Safety Health and Welfare of yourself, fellow workers, third parties and members of the public who may be affected by your activities or omissions.
- Take particular care of the workings of a less experienced or new employee on site who may be detailed to work with you, or under your control.
- Do not carry out any tasks that they feel they are not competent to carry out, or which involves unreasonable risks.
- The use of mobile phones are prohibited during work hours, and can only be used at designated break times. In respect of Site Supervision, this will be assessed on overall requirements of PRECISION BUILDING SERVICES / Main Contractor / Client.

The policy relating to mobile phones also applies to Ipod's and radios.

**PRECISION
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SAFETY STATEMENT

SUB-CONTRACTORS

- All Sub-Contractors employed by Company must comply with PRECISION BUILDING SERVICES Safety Health and Welfare policies and procedures. They must provide as requested their own Safety Statement, Method Statements (as required).
- All Sub-Contractors must provide details of their Employers Liability and Public Liability Insurance to ensure adequate cover is in place, before work commences, and this to be provided on insurance renewal / change in policy thereafter.
- All work carried out on site must be in accordance with the relevant statutory provisions, taking into consideration the safety of all other personnel on site and the general public.
- All Sub-Contractors must bring to the attention of PRECISION BUILDING SERVICES and or Main Contractor any hazard or risk which they identify, that could endanger the Safety Health and Welfare of any person on site.
- All plant and equipment brought onto site by Sub-Contractors must be safe and in good working condition. They must be fitted with the necessary guards and safety devices. All relevant certificates must be available, with the necessary information about it's safe use and operation.
- No Sub-Contractor must interfere with any plant or equipment provide for their use or use by any other personnel.
- All power tools must be 110 voltage. All transformers, generators, extension leads, plug sockets must be to current standard and be in good condition.
- All accidents (however minor) or any damage sustained or caused by any Sub-Contractor must be reported to Site Foreman, and in turn where relevant to PSCS. As applicable, a copy of all IRI reports submitted to Health and Safety Authority must be submitted to PRECISION BUILDING SERVICES/PSCS.
- Any material or substance brought onto site which has health, safety, fire or any risks must be used and stored in accordance with regulations, and PRECISION BUILDING SERVICES Foreman must be aware of it's presence on site. Material Hazard Data Sheets (where applicable) must be available on site for information and inspection.

Sub-Contractors must keep the site tidy and in particular the areas where they are working and all debris, waste materials etc. to be cleared as work proceeds.

All Sub-Contractors must abide by Company Policy of wearing Personal Protective Equipment at all times. There are no exceptions to this rules.

All Sub-Contractors must abide with site safety rules and procedures at all times. There are no exceptions to this rule, and any breach of same will result in disciplinary procedures

**PRECISION BUILDING
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**VISITORS / SUPPLIERS / THIRD
PARTIES**

VISITORS/SUPPLIERS/THIRD PARTIES

PRECISION BUILDING SERVICES has a responsibility to ensure as far as is reasonably practicable, the safety of PRECISION BUILDING SERVICES visitors while on any of our project sites. The following must be complied with:

All persons visiting PRECISION BUILDING SERVICES work sites or premises must check in with Supervisor/Foreman or other responsible person employed by PRECISION BUILDING SERVICES

PRECISION BUILDING SERVICES visitors will be accompanied by an employee of PRECISION BUILDING SERVICES at all times while on project site

Visitors must obey the site safety rules and emergency procedures at all times

Delivery lorries with equipment and general delivery supplies to our Company to be advised to Main Contractor if a major or bulk delivery, to ensure delivery is properly controlled and coordinated, where relevant.

The appropriate personal protective equipment must be worn by visitors e.g. safety boots, hard hat, high visibility vest and any other ppe as required by the particular site.

**PRECISION BUILDING
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SAFETY STATEMENT

**ENVIRONMENTAL / WASTE
MANAGEMENT**

PRECISION BUILDING SERVICES is committed to providing a Safe and Healthy workplace and in carrying out our normal work to enhance the wider environment and minimise any harmful impacts as far as is reasonably practicable.

Environmental management is formally assigned to Mark Pemberton / Precision Building Services who shall ensure compliance with this policy and best current practise.

Employees are reminded that minimising waste is good for the Organisation and good for the environment and should both co-operate with environmental initiatives and also make positive suggestions as to how we may improve our performance.

Our current activities do not create emissions to the environment covered by Environmental Protection legislation. However, PRECISION BUILDING SERVICES are not complacent and remain committed to a high level of environmental protection and, where possible, enhancement. Staff are strongly encouraged to participate and offer suggestions as to how we may improve our performance in this area.

WASTE MANAGEMENT POLICY

PRECISION BUILDING SERVICES will seek to minimise the creation of waste by avoiding unnecessary wastage of materials and recycling materials that cannot be directly reused as far as practicable.

All employees are required to comply with this policy by minimising waste creation and co-operating actively with recycling programmes. Where waste is created, it shall be safely placed in appropriate storage receptacles, care being taken not to overload the storage.

Site Managers shall take care to provide suitable waste receptacles and ensure that arrangements are made for the collection/emptying of receptacles at a suitable frequency.

All employees responsible for collecting waste shall avoid handling overfilled bags etc. to minimise the risk of a manual handling injury.

Waste collection points shall be kept in a clean, accessible condition with due regard to fire protection and suitable containers.

All waste, for recycling or disposal, shall be collected by either local authority employed refuse collectors or by authorised waste carriers.

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ACCIDENT PROCEDURES

All accidents (however minor must be reported to PRECISION BUILDING SERVICES Foreman/ Site Manager and entered in the accident section of site safety file. It must also be reported to **Mark Pemberton** immediately to ensure notification is made as appropriate to Health and Safety Authority / Insurance Company.

When a serious accident occurs the procedures below must be followed:

Mark Pemberton must be notified immediately. As required, our external Safety Adviser will be advised and assist and co-ordinate the accident investigation in consultation with Company / Site personnel. The Foreman or other nominated person must take charge of the proceedings, as follows:

- Observe the accident location and the status of the injured person.
- Call for immediate medical assistance / emergency services
- See that First Aid etc. is administered as required by competent person, if available.
- If an ambulance is called, make sure the exact location is given and that Ambulance can access the site as near as possible to the injured person.
- Establish the location of the Hospital and appoint a suitable person to travel with the injured person.
- Notify the family of the injured person, and if required, arrange transport for them to the Hospital.
- Gather all information immediately about the accident, and what led up to it. Safety Consultant will assist as required with accident investigation.
- Obtain witness statements; write them down as they are given.
- Complete the accident report form and forward same to Mark Pemberton. Ensure all copies of accident reports are forwarded to Mark Pemberton.
- Sketch or photograph the accident scene.
- If the Health and Safety Authority are to inspect the site and location of the accident, do not move anything unless further serious risks have to be avoided.
- Examination of what caused accident and precautions / actions to be taken to avoid a reoccurrence

PRECISION BUILDING
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TRAINING

PRECISION BUILDING SERVICES will provide training as required under the Safety Health and Welfare at Work Act 2005, Safety Health and Welfare (Construction Regulations) 2006, Safety Health and Welfare at Work (General Application) Regulations 2007, and other training as is required for our work operations:

- Employees will receive induction training to ensure that they understand the hazards to which they may be exposed during their work, and the safety precautions and emergency procedures required
- Tool Box Talks will be given on sites (as relevant and appropriate)

Other training as identified and required for our work will be provided

Records of Training

Training Records to be maintained by Head Office and relevant copies available on sites. They should contain the following information:

- Description of Training
- Date of Instruction / Training
- Duration
- Name of Instructor
- Nature and content of instruction to be held on file
- Signatures of participants attending training

**PRECISION BUILDING
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HOUSEKEEPING

PRECISION BUILDING SERVICES will endeavour to maintain a high standard of housekeeping at all work locations. Employees and all Sub-Contractors must play their role in this, and will be responsible for their own area and ensuring that a general clean up of the site takes place on a daily basis, after completion of their work

Materials must never be stored in position which would create hazards to workers. This includes storing materials on scaffolds, platforms and roof or in materials storage areas.

Debris and materials must not be thrown or dropped from scaffolding or buildings, unless a chute is provided or alternative suitable safe method used

Employees and Sub-Contractors are expected to maintain welfare facilities and leave them in a position in which they would like to find and use them

Steel and nylon banding must be safely disposed of to a skip as soon as it is cut.

All openings in walkways, floors, driveways etc. must be securely covered or fenced

All Contractors must fully understand and comply with site housekeeping requirements, and tenders should take into account the labour required to comply with this standard

It is the responsibility of employees, sub-contractors etc. that if they see anything which has the potential for an accident / near miss, that it is reported without delay to PRECISION BUILDING SERVICES Foreman and in the absence of Foreman that it is reported directly to Main Contractor.

While Housekeeping applies to all Companies working on a contract, we list above what we consider best practice and advice to our staff, and we will co-operate with relevant personnel at all times and expect likewise co-operation of other Sub-Contractors who may not be under our control.

PRECISION BUILDING SERVICES	SAFETY STATEMENT
	FIRST AID

Where PRECISION BUILDING SERVICES work on sites, the provision of First Aid cover will be organised and agreed upon between the Client/Main Contractor and PRECISION BUILDING SERVICES. This shall be organised prior to employees commencing work on site.

PRECISION BUILDING SERVICES will ensure that employees are aware of the location of First Aid kit and the assigned First Aider for the particular site

First Aid Procedure

Treatment

The trained First Aider shall make an assessment of the severity of the injury and whether they can give sufficient treatment. In all cases, entry must be made into the Accident Report Book as soon as possible after the accident. If the injury is of minor nature, first aid treatment can be given.

Serious injury

If the assessment identifies that treatment other than First Aid is required, the injured person must be brought to the local Accident and Emergency Department. First Aider shall inform the relevant Foreman / Contracts Manager.

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CONSULTATION

It is the policy of PRECISION BUILDING SERVICES that all employees shall have the opportunity to bring all matters related to health and safety to the attention of Company Management, and discuss safety controls, precautions etc.

Safety Representative

A Safety Representative may be selected in accordance with Section 25/26 of Safety Health and Welfare at Work Act 2005 and the Safety Health and Welfare at Work (Construction Regulations) 2006 (should persons on site exceed 20 in number), to make representations to employer regarding health and safety.

**PRECISION BUILDING
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OCCUPATIONAL HEALTH

Violence and Aggression

PRECISION BUILDING SERVICES will take all necessary measures to protect employees from acts of violence or aggression during the course of work, and will act on any complaints made by employees or other persons. Management will investigate any reports made.

Smoking Policy

PRECISION BUILDING SERVICES will comply with the Tobacco Act 2004. Smoking is not permitted in any enclosed place of work including offices, canteen and other welfare facilities. Employees must comply with relevant site requirements and only smoke in designated locations. Smoking is also not permitted in Company vehicles.

Welfare Arrangements

The provision of welfare facilities required by legislation will be provided in accordance with Safety Health and Welfare at Work (General Application) Regulations. Welfare facilities will be maintained in a hygienic manner. Where employees are working on Client sites, they will leave the welfare facilities in a clean manner and report any factors which may cause risk to PRECISION BUILDING SERVICES Foreman / Main Contractor.

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STRESS

As a Company we fully recognises the potential for workplace stress as a health and safety issue. As such it acknowledges the importance of identifying and reducing workplace stressors, eliminating them where possible. In so doing, PRECISION BUILDING SERVICES is committed to responding to any such instances immediately, to investigating them thoroughly and implementing a solution as soon as it is possible.

PRECISION BUILDING SERVICES further recognises that it has a duty to take reasonable care for the safety of employees by providing a safe working environment and the resources necessary to affect the above commitments.

Such resources / initiatives include:

- Referral to Occupational Health Doctor / and or related service (as relevant and required)
- Culture of open communication between staff and management
- Training programmes to ensure staff are fully trained and competent to perform their roles

Any concerns of stress should be referred immediately to (Mark Pemberton)

**PRECISION BUILDING
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BULLYING AND HARASSMENT

PRECISION BUILDING SERVICES is committed to providing a workplace free from harassment and bullying. Harassment or bullying by any member of the Company, regardless of status, will not be tolerated. Victimisation of the complainant and the alleged accused or any employee who gives evidence will be subject to discipline.

PRECISION BUILDING SERVICES are aware of the effect that bullying and harassment can have on personnel in the workplace.

It is PRECISION BUILDING SERVICES intent to investigate situations where it occurs in the workplace, and will take the appropriate action where it is found to have taken place.

When it is alleged that bullying and harassment has occurred, an investigation will be undertaken and statements taken from relevant witnesses.

PRECISION BUILDING SERVICES will not condone any behaviour relating to the adverse differential treatment of a person due to sex, marital status, family status, sexual orientation, religion, disability, race or membership of any community.

The alleged harasser etc. will have an opportunity to respond to the allegations and if it is found that the allegations are true then PRECISION BUILDING SERVICES will take the relevant disciplinary procedure.

Any concerns of bullying or harassment should be referred immediately to Mark Pemberton.

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SAFETY STATEMENT

ALCOHOL

No Alcohol shall be consumed at any work location of PRECISION BUILDING SERVICES during normal working hours.

- Employees must attend for work in a fit condition, and never under the influence of alcohol
- If any employee reports for work in an unfit condition (i.e. under the influence of alcohol) they will be subject to the appropriate disciplinary procedures
- Under “Standby Arrangements”, employees who are rostered on standby, must be immediately available and in a fit condition to come into work, if requested.

If any employee feels they have a problem with alcohol, this should be taken up with Mark Pemberton

It should be noted that any employee who has an alcohol related problem will have the same rights to confidentiality and support as those who have a medical or psychological condition.

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DRUGS

The Safety Health and Welfare at Work Act 2005, Misuse of Drugs Act 1977 and 1984 places implied duties on employers and employees with regard to Drugs.

- No employee shall attend work whilst under the influence of drugs.
- No drugs, unless specifically prescribed by a medical practitioner shall be brought into the work premises
- If an employee is prescribed medication by a Medical Practitioner, this must be brought to the attention of the Company if it would in any way impede them in carrying out their normal duties where identified on prescription, so that alternative work arrangements can be made, if necessary.
- Trafficking of drugs will be reported immediately to the Gardai
- If any employee reports for work in an unfit condition (i.e. under the influence of Drugs, they may be subject to the appropriate disciplinary action.

If any employee feels they have a problem with the misuse of Drugs, this should be taken up with Mark Pemberton.

It should be noted that any employee who has a drug related problem will have the same rights to confidentiality and support as those who have a medical or psychological condition.

**PRECISION BUILDING
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SAFETY STATEMENT

PREGNANCY

PRECISION BUILDING SERVICES will take all necessary steps to comply with the Safety Health and Welfare at Work (General Application) Regulations, Safety Health and Welfare at Work (Pregnant Employees) Regulations 1994 and 2000.

Under the Pregnancy Regulations we are required to carry out specific risk assessment and this procedure is in place

At the earliest possible date when an employee informs the Company of her pregnancy, it should be reported to Mark Pemberton, who will arrange for pregnancy risk assessment to be carried, and procedures in place relevant to her Pregnancy.

Management will identify the aspects of work process that may place the mother or child at risk.

Steps will be taken to remove exposure to this risk, and if necessary relocate the employee for the term of the pregnancy.

Every effort in terms of privacy, flexible work arrangements and facilities will be made to facilitate nursing mothers.

PRECISION BUILDING SERVICES	SAFETY STATEMENT
	MOBILITY IMPAIRED/SPECIAL NEEDS

Safety Health and Welfare at Work Act 2005, Building Regulations 1991, Safety Health and Welfare at Work (General Application) Regulations 2007, Safety Health and Welfare at Work (Construction Regulations) 2006.

As an employer we have a duty to ensure the Safety Health and Welfare of all employees at work, in as far as is reasonably practicable. This duty is owed to employees individually and not collectively, which means that any employee with special needs such as mobility impairment/ special needs is owed a greater duty of care. Similar consideration must also be given to the needs of any mobility impaired visitors to our Company.

On recruitment of a person with mobility impairment / special needs, Health and Safety Adviser must be informed to ensure that a full workstation assessment is carried out and if any remedial requirements are identified, that they are put into place. Health and Safety will also meet with the person once they have commenced work, to ensure that everything is in place relevant to the specific needs of the individual. This also involves advising them of our Emergency Evacuation policy, and the specific procedure which is in place within the Company to address their needs and requirements.

**PRECISION BUILDING
SERVICES**

SAFETY STATEMENT

HAZARDS/RISKS – OFFICE

The Risk Factor in this Section is Low

Look where you are going, the reading of material should be carried out at your workstation

- Workstations to be kept clean and tidy. Employees should leave work station in a neat and tidy condition, as they would like to find same.
- A high standard of housekeeping is part of our culture in this Company, and we expect all employees to comply with same
- No trailing cables to be allowed in any walkways or point of access and egress at any time, which is likely to cause anyone to slip, trip or fall
- Under no circumstances must anyone try to undertake any electrical repairs. All electrical and other repairs are only carried out by suitably qualified personnel. Do not adjust or clean office equipment when they are plugged in, always unplug for safety.
- In cabinets / presses store heavy items on the bottom
- Files, books or other items must not be placed on the floor
- The volume of paper etc. are kept to an absolute minimum, and regularly removed to minimise fire hazards
- Do not walk or run at any time (except in case of extreme emergency) on corridors, stairs. Always use handrails provided
- Broken Glass or metal objects must not be placed in waste paper containers.
- Make sure that Manufacturers instructions are followed at all times in using office equipment
- In bringing /hot cold drinks to workstations, employees to ensure that they take care in not colliding with people, and that any spillage of same is cleaned up immediately, so as to avoid a hazard to people immediately entering that particular area.
- Take care of your personal belongings. Do not leave valuables / handbags / wallets lying around.

PRECISION BUILDING
SERVICES

**SAFETY STATEMENT
HAZARDS/RISKS –**

OFFICE- WORKSTATIONS

The Risk Factor in this Section is Low

The following practical tips in using V.D.U.'s should be followed. These should be put into practice by all personnel, for each individual's Health Safety and Welfare. Workstation Assessments will be organised as required.

What is a workstation?

A workstation may comprise some or all of the following:

- Computer
- Chair
- Lighting
- Partitions
- Area of office
- Desk
- Screen
- Mouse
- Keyboard
- Printer

Ergonomics refers to the way in which the workstation is set up, which can have a major influence on the way people work physically as well as mentally. The study of the efficient (or otherwise) of a worker in the working environment is the essence of ergonomics. The ergonomics of the workstation is therefore important for both the mental and physical health of the individual and has an effect on their work efficiency.

What can I do to help myself?

- Make full use of the equipment provided, and adjust it to get the best from it to avoid potential health problems.

Getting Comfortable

- Adjust your chair, and ensure it is correctly adjusted for your height and back support. In addition adjust your V.D.U. to find the most comfortable position for your work. As a broad guide, your forearms should be approximately horizontal and your eyes the same height as the top of the V.D.U.
- Make sure you have enough work space to take whatever documents or other equipment you need
- Try different arrangements of keyboard, screen mouse and documents to find the best arrangements for you. A document holder may help you avoid awkward neck and eye movements, if you are involved in particular types of work.
- Arrange your desk and VDU to avoid glare or bright reflections on the screen. Adjust blinds to prevent unwanted light.
- Make sure there is space under your desk to move your legs freely. Move any obstacles such as boxes or equipment
- Avoid excess pressure from the edge of your seat on the backs of your legs and knees. In certain cases, particularly for smaller stature personnel, a footrest may need to be provided.

Keying in

Adjust your keyboard to get a good keying position. Ensure you create space in front of the keyboard for resting your hands and wrist.

- Keep your wrists straight when keying. Keep a soft touch on the keys and do not overstretch your fingers. Good keyboard technique is important.

Using the Mouse

- Position the mouse within easy reach, so it can be used with the wrist straight. Sit upright and close to your desk, so you do not have to work with your mouse arm stretched. Move the keyboard out of the way, if it is not being used.
- Support your forearm on the desk, and do not grip the mouse too tightly
- Rest your fingers lightly on the buttons and do not press them hard

**PRECISION BUILDING
SERVICES**

**SAFETY STATEMENT
HAZARDS/RISKS
OFFICE - WORKSTATIONS**

Reading the Screen

- Adjust the brightness and contrast controls on the screen to suit lighting conditions in the room
- Make sure the screen surface is clean
- When software is being set up, choose options giving text that is large enough to read easily on your screen, when you are sitting in a normal comfortable working position. Select colours which are easy on the eye (avoid red text on a blue background and vice versa)
- Individual characters on the screen should be sharply focused and should not flicker or move. If they do, the VDU may need servicing or adjustment

Posture

- Do not sit in the same position for long periods. Make sure you change your posture as often as practicable. Some movement is desirable, but avoid repeated stretching to reach things you need (if this happens a lot, rearrange your workstation). In arranging your workstation, you should immediately surround yourself with the items you use frequently e.g. keyboard, mouse, phone, and then place the "infrequent" ***outside of this main area.***

Rest Breaks

- Legislation on Display Screen Equipment requires users to have the opportunity of rest breaks from screen work. The regulations do not lay down any maximum period of working without a break, but emphasise the value of natural breaks in activity rather than the need for "formal rest breaks. However, a general guidance would be there should be a 5-10 minute break each hour from screen work. However, this is not a "formal free break", and must be used to engage in some other work activity, other than screen focussing.
- Most jobs provide opportunities to take a break from the screen e.g. to do filing, photocopying, coffee / tea breaks. Make use of them. It is imperative that short and regular breaks are taken, rather than long breaks and more infrequent breaks.

Eye Testing is available for all VDU operators in conjunction with Health and Safety. All Employees are encouraged to avail of this service, and all staff are advised when these sessions are organised.

If you have any queries at any stage, or require a workstation assessment to be carried out, please contact Mark Pemberton

PRECISION BUILDING SERVICES

**SAFETY STATEMENT
HAZARDS/RISKS**

MANUAL HANDLING

The Risk Factor in this Section is LOW / MEDIUM – with control measures

PRECISION BUILDING SERVICES recognise that all employees working within the Company are involved in some form of manual handling lifting and handling during the course of their work. At any time, manual handling can pose hazards.

Safety Health and Welfare at Work Act 2005. Safety Health and Welfare at Work (General Application) Regulations 2007.

The main hazards arising from this includes strains, sprains to the Back, Arms and Legs.

As a company we aim to ensure that no employee of PRECISION BUILDING SERVICES is expected or authorised to lift a load that is likely to cause him/her injury in conjunction with relevant legislation, and in particular the Safety Health and Welfare at Work (General Application) Regulations) 2007

Manual Handling Training will be provided to all employees who they have identified as a result of a Hazard and Risk Analysis for the areas they work in. The aim of such instruction should be to:

- Minimise the risks
- Reduce the effort involved in the task in question
- Instruct on how it can be done more effectively

All employees likely to be involved in any Manual Handling must be familiar with the correct lifting techniques:

- Lift in easy stages – floor to knee from knee to carrying position
- Hold weights close to body
- Do not jerk, shove or twist body
- Grip loads with palms – not the fingertips
- Under no circumstances must the load obstruct your view
- Ask for help if required

Mechanical Lifting Equipment is available, and they must be used instead of manual handling, where it is feasible to do so

**PRECISION
BUILDING
SERVICES**

**SAFETY STATEMENT
HAZARDS/RISKS**

ACCESS AND EGRESS

The Risk Factor in this Section is LOW

Safety Health and Welfare at Work Act 2005. Safety Health and Welfare at Work (General Application) Regulations 2007.

PRECISION BUILDING SERVICES have a policy in place that safe access and egress is available to all personnel at all times at their workplace, and throughout the entire building

At all times, access points and all walkways and thoroughfares throughout the building must be clear of obstruction. Good housekeeping policies are in place to keep stairs, corridors, walkways, thoroughfares etc. clean and rubbish free. All access and egress points are well lit at all times, and emergency lighting is in place during power failure

Blocked or partially blocked walkways or any exit routes will not be allowed under any circumstances, which would result in slowing down escape times in the event of an emergency. This also however applies to personnel (who by way of conversation etc.) and or any piece of equipment etc. are denying safe access / egress to employees at their workstation

GENERAL

- Workstations / offices / general work areas to be kept tidy, and all materials stored safely in approved areas.
- Running within the building is prohibited, except in the case of emergency.
- Do not take short cuts, always use the safe route.

As part of good housekeeping within the Company, if an employee spills any liquid or matter which is likely to be a hazard, it should be cleaned up immediately.

All floors, steps, stairs, walkways etc. are kept in good condition. There is an ongoing inspection of all floors, floor coverings in all areas and immediate remedial action is taken as required. However, as stated previously, there is an onus of responsibility on all employees to notify any hazard etc. that comes to their attention.

**PRECISION BUILDING
SERVICE****SAFETY STATEMENT
HAZARDS/RISKS****ACCESS AND EGRESS**

HAZARDS	RISKS	PREVENTIVE PROCEDURES
Blocked Exits/Walkways	Unable to escape	Good passageways/staircases, aisles etc. Are provided for each person to access / egress safely
Poor or defective lighting	Unable to escape / slipping / tripping / falling	Good lighting is provided throughout building to ensure people are not at risk of tripping or falling. In the event of power failure, emergency lighting is provided.
Untidy storage of materials	Unable to escape / slipping / tripping / falling	All stocks to be stored in designated locations. Materials placed on aisles, must be of a temporary measure and staff made aware of dangers not only to themselves, but to visitors
Waste	Unable to escape / slipping / tripping / falling	All exits/walkways to be maintained free from obstruction such as stored materials and waste
Fire	Unable to escape / slipping / tripping / falling	

**PRECISION BUILDING
SERVICES**

SAFETY STATEMENT

**HAZARDS/RISKS
FIRE - OFFICE**

*In Case of **Fire***

***EVERY MEMBER OF STAFF SHOULD FAMILIARISE
THEMSELVES WITH THE FOLLOWING:***

- ***Emergency Exits and Passageways.***
- ***Location and operation of your nearest Fire Fighting Equipment.***
- ***The location of your nearest Fire Alarm Point (Break Glass Point).***
- ***The correct Action to take:-***

IF YOU DISCOVER A FIRE:

- Sound the Fire Alarm Immediately. (Operate the nearest Break Glass Point)
- Evacuate the Immediate Area to a Safe Location.
- Prevent the Fire from Spreading. (Close Doors, Attack the Fire, only if you feel confident to do so.)
- Guide Visitors and Staff to the Assembly Point at: DUNMORE PARK (Across the road from Main Office).

IF YOU HEAR THE FIRE ALARM.

- Evacuate your area of responsibility.
- Guide Visitors and Staff to the Assembly Point
- Close Doors as you leave
- Report to Person in Charge of your area

Note:

A designated person should be responsible for informing the Fire Brigade on activation of the fire alarm.

**PRECISION BUILDING
SERVICES**

SAFETY STATEMENT

**HAZARDS/RISKS –
SITE OPERATIONS**

SECTION 2

SITE RISK ASSESSMENTS

PRECISION BUILDING SERVICES	SAFETY STATEMENT
	HAZARDS/RISKS
	METHOD OF RISK CLASSIFICATION

In order to prioritise the level of risk associated with identified hazards the following method will be used:

The identified hazards will be evaluated in accordance with their probability and severity, and classified in the categories indicated below.

Probability (P)	1. Improbable	close to zero probability of harm occurring.
	2. Remote	unlikely but conceivable
	3. Possible	may occur, could well occur
	4. Probable	may occur several times, not surprising, occurs frequently, to be expected, likely
Severity (S)	1. Negligible	minor injuries if it does occur
	2. Minor	injury with short term effect
	3. Severe	major injury or disability or ill health with long- term effect, single fatality
	4. Extreme	multiple fatalities

PROBABILITY	SEVERITY			
	1. Negligible	2. Minor	3. Severe	4. Extreme
1. Improbable	–	–	D	C
2. Remote	–	D	C	B
3. Possible	D	C	B	A
4. Probable	D	B	A	A

PRECISION BUILDING SERVICES	SAFETY STATEMENT HAZARDS/RISKS – SITE OPERATIONS
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Risk categories / conclusions

- A: Hazard must be avoided (or the level of risk reduced significantly and reliably by controls)
- B: Hazard should be avoided (or the level of risk reduced significantly and reliably by controls)
- C: Risk to be controlled as far as reasonably practicable
- D: Risk is controlled as far as reasonably practicable
–: No control measures necessary

Risk controls:

Risk controls which may be considered are (generally in descending order of effectiveness):

- enclosure, isolation, barriers, guarding, segregation, reduced-time exposure
- safe systems of work, training, supervision
- written procedures
- information, instruction, warnings, signs, labels
- personal protective equipment (PPE)

Note: after application of control measures, the risk level should be reduced to a **"D"** otherwise the foreseen measures for controlling the risk must clearly be described

Location: All Work Locations		PRECISION BUILDING SERVICES SITE OPERATIONS								
		Affected Persons: All personnel on Site								
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
1.0	Employees and Contractors on Work Site	Inadequate training/induction leading to accidents on site	3	2	C	<p>All employees will carry their FAS Safe Pass registration card when working on a construction site.</p> <p>Employees must be inducted into each site, arrangements will be made in conjunction with the main contractor working on the site,</p> <p>A high standard of housekeeping will be maintained by at all times. Employees and contractors will be responsible for their own area ensuring that general clean ups take place.</p> <p>Materials should never be stored in a position, which would create hazards to workers.</p> <p>All staff must ensure that there are no trailing cables from work areas, which are likely to cause anyone to slip, trip or fall.</p> <p>Spillage of liquids and other materials, likely to present a risk of slipping and falling, must be cleaned up immediately.</p> <p>Employees, contractors and visitors will wear all relevant Personnel Protective Clothing</p>	2	2	D	<p>Precision Building</p> <p>Foreman</p> <p>Employees</p>

Location: All Work Locations		PRECISION BUILDING SERVICES SITE OPERATIONS All personnel on Site					Affected Persons:			
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
2.0	Electrical Equipment	Electric shock Unguarded panels Tripping Fire	3	2	C	<p>The main contractor will supply electrical distribution on projects, unless otherwise agreed.</p> <p>All cable connections must be properly made. Under no circumstances will insulation tape alone, be used to protect any repair or join in extension cables.</p> <p>An authorised person will only carry out work on the equipment.</p> <p>Only 110V equipment (or less) will be used on site.</p> <p>The correct extension cables will be used, to cope with wet and rough conditions.</p> <p>Extension cables will be minimised by the provision of adequate numbers of socket outlets.</p> <p>Extension cables, when used, will be routed so as not to cause tripping of similar hazards.</p> <p>Whenever possible, site electrical supplies will be protected by residual current and other such protection devices.</p> <p>All portable tools, cables etc. should be identified and regularly inspected and maintained by a competent electrician.</p>	2	2	D	<p>Foreman / Precision Building Services</p> <p>Employees using electrical equipments</p>

Location: All Work Locations			PRECISION BUILDING SERVICES SITE OPERATIONS personnel on Site							Persons: All	
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person	
			P	S	R		P	S	R		
2.0	Electrical Equipment (CONTINUED)	Electric shock Unguarded panels Tripping Fire	3	2	C	<p>Check equipment before use for any sign of damage and report defects immediately.</p> <p>Portable generators should be regularly inspected and tested. If fitted with an earth rod, then the connections must be maintained in good condition.</p> <p>Do not lift or pull equipment by the cable, the connections may become broken and create a hazard.</p> <p>Cables will be routed, and protected from damage.</p> <p>Under no circumstances will live working be permitted unless absolutely necessary and in agreement with the employing contractor.</p> <p>Isolation of circuits for the purpose of carrying out maintenance and other work will be carried out after consultation with the employing contractor and others on site that may be affected by the work.</p>	2	2	D	<p>Foreman /Employees</p> <p>Employees using electrical equipments</p>	

PRECISION BUILDING SERVICES - SITE OPERATIONS – RISK ASSESSMENT – HAND TOOLS & EQUIPMENT										
Location: All Work Locations						Affected Persons: All personnel on Site				
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
1.0	Hand Tools	Cuts, Abrasions, Stuck by Flying Object, Excessive Noise Levels	3	3	B	<p>All personnel using hand tools must be adequately trained in their safe use.</p> <p>All hand tools must be maintained in a safe condition and discarded and replaced when found to be unsafe for use.</p> <p>When not in use tools should be stored in the appropriate toolbox or crib, so as not to present a tripping or falling hazard.</p> <p>All employees involved in the use of hand tools must have an understanding of the associated hazards and take necessary precautions to avoid risks.</p> <p>Hearing protectors must be worn when working with hand tools, which emit high levels of noise.</p> <p>Suitable and adequate personal protective equipment must be worn to protect from the hazards associated with each individual tool being used.</p>	1	3	D	<p>Foreman / Precision Building Services</p> <p>Tool Operator</p>

Location: All Work Locations											PRECISION BUILDING SERVICES SITE OPERATIONS										
											Affected Persons: All personnel on Site										
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person											
			P	S	R		P	S	R												
2.0	Portable Electric Tools	Cuts, Abrasions, Stuck by Flying Object, Excessive Noise Levels, Electric Shock	3	3	B	<p>All personnel must be trained in the safe use of portable electric tools.</p> <p>All tools must be thoroughly inspected prior to use.</p> <p>Cables, plugs and connectors must be in good condition and free from cracks, breaks and exposed wires.</p> <p>Portable electric tools must operate only on 110v supply.</p> <p>A residual current device (RCD) must be used at the socket or mains, even if the power supply is 110v.</p> <p>Electric cables and extension cables must be laid out in tidy fashion to avoid tripping hazards and becoming damaged by other vehicles and equipment.</p> <p>Portable electric tools must never be connected to lighting sockets.</p> <p>Eye and hearing protection should always be used while working with portable electric tools.</p>	1	3	D	<p>Foreman / employees</p> <p>Employees operating electric tools</p>											

Location: All Work Locations										PRECISION BUILDING SERVICES SITE OPERATIONS									
Affected Persons: All personnel on Site																			
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person									
			P	S	R		P	S	R										
3.0	Portable Drills	Cuts, Abrasions, Entanglement, Excessive Noise Levels, Electric Shock	3	2	C	<p>The operator is trained to use the drill in a safe manner, and only authorised persons may operate portable drills.</p> <p>The operator must carry out the required pre-operational checks on the portable drill. Trailing leads to be routed properly and kept away from drilling point.</p> <p>It is the duty of the operator to advise his supervisor and maintenance person of any repairs necessary to the drill.</p> <p>Eye protection to be worn at all times during operation.</p> <p>When the drill is not in use, precautions must be taken to ensure that it is fully immobilised.</p> <p>Sockets, protected by Earth Leakage Circuit Breakers (ELCB's) must be provided. The operator should periodically test the ELCB.</p> <p>The portable drill should be subject to a planned and recorded maintenance programme.</p>	2	2	D	Foreman Drill Operator									

Location: All Work Locations PRECISION BUILDING SERVICES SITE OPERATIONS Affected Persons: All personnel on Site										
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
4.0	Consaw	Cuts, Abrasions, Struck by Flying Objects	3	3	B	<p>The operator must carry out the required pre-operational checks on the tool. Eye protection to be worn at all times.</p> <p>Only trained competent persons to mount wheels in accordance with the Abrasive Wheels Regulations 1982.</p> <p>It is the duty of the operator to advise his supervisor and maintenance person of any repairs necessary to the portable tool.</p> <p>Adequate personal protective equipment must be worn to guard against ejected objects, dust and noise</p> <p>No person, even the operator, is permitted to approach the dangerous moving parts of the tool while it is in operation. When the con saw is not in use, precautions must be taken to ensure that it is fully immobilised.</p> <p>Following maintenance, the operator must ensure that all relevant guards have been replaced and secured.</p>	1	3	D	<p>Foreman /Operator</p> <p>Operator</p>

Location: All Work Locations PRECISION BUILDING SERVICES SITE OPERATIONS Affected Persons: All personnel on Site										
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
5.0	Portable Generator	Burns, Electric Shock, Back Strain, Noise	3	2	C	<p>All personnel using the generator must be adequately trained in its safe use. This training provided by supplier</p> <p>Personal protective equipment must be worn e.g. ear protection and gloves when handling diesel, or petrol.</p> <p>Where it is not possible to avoid manual handling, appropriate steps need to be taken to minimise the risk. All employees will be trained in the relevant Manual Handling Course</p> <p>The generator will undergo regular documented inspections and any noted defects corrected. All cables will be checked for faults and defects corrected.</p> <p>Fuelling of the generator must be preformed in a well-ventilated area. While the generator is in operation, the operator must observe for any fuel leaks. Fire equipment must be located near operation at all times.</p> <p>Fuel will be stored well clear of machines Generators must not be used in enclosed areas</p>	2	2	D	Foreman Operator

Location: All Work Locations		PRECISION BUILDING SERVICES SITE OPERATIONS								
		Affected Persons: All personnel on Site								
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
6.0	Pneumatic Nail Guns	Nuisance Noise Vibration Air under high pressure Puncture wound	3	3	B	<p>The operator is trained to use the nail gun and only competent personnel may use it.</p> <p>The nail gun must possess a safety pressure catch to be activated before the gun can operate.</p> <p>All connections must be in proper working order and free from defect</p> <p>Personal protective equipment will be worn at all times by operators and those in the immediate area i.e. ear muffs, goggles and gloves as required</p> <p>Compressors will be regularly serviced to maintain the equipment in good working order and reduce noise emissions.</p>	2	2	D	Foreman Operator

Location: All Work Locations PRECISION BUILDING SERVICES SITE OPERATIONS									
Affected Persons: All personnel on Site									
Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
		P	S	R		P	S	R	
7.0 Kango	Physical Contact Vibration Noise Lack of Training	3	3	B	<p>All operators must be adequately trained in the use and risks involved with the kango.</p> <p>Due to the extensive vibrations associated with the use of the kango, regular breaks, or rotation of tasks must be performed.</p> <p>Hearing protection must be provided and worn if the noise levels are excessive.</p> <p>The areas where the use of the kango is ongoing must be secured to prevent unauthorised access and signage put in place, when necessary.</p>	1	4	D	Foreman Kango operator

ACCESS EQUIPMENT – RISK ASSESSMENT

Location: All Work Locations – Internal & External PRECISION BUILDING SERVICES SITE OPERATIONS Affected										
Persons: All personnel on Site										
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
			1.0	Working at Heights	Falls from Heights, Materials falling from Heights		3	3	C	
						Appropriate safety equipment will be used when necessary i.e. safety belts, harnesses, fall arrest devices etc.				

Location: Work location		PRECISION BUILDING SERVICES SITE OPERATIONS			Affected Persons:	
All personnel on Site						
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls
			P	S	R	
2.0	Mobile Elevated Work Platform (MEWP)	Personnel falling from the hoist Objects falling from the hoist Collapse, over turning or failure of the hoist The hoist being struck by another vehicle The hoist striking overhead obstructions,	3	3	C	Operators must be trained and competent to operate the MEWP with certification for equipment reviewed prior to use. Ensure ground conditions are level and stable and overhead hazards i.e. electrical wires etc are eliminated prior to work commencing Support legs must be used when fitted, the ground must support the machine, spreader plates may be needed, etc. Never go aloft in the basket unless a second operator is present at ground level. Never exceed the safe working load, check the weight of all loads to be lifted, tools etc, Secure the hoist when left unattended. Trailing cables must be securely positioned so as they cannot snag on anything or cause obstructions to other workers, make sure the trailing cable will not over load the machine. When two or more hoists are in use they should not overlap if they do the operators must liase with each other, move one machine at a time. Never use boxes, planks, ladders, and handrails, to gain extra height in the basket. Never lean over railings to perform work

Location: All Work Locations – Internal & External PRECISION BUILDING SERVICES SITE OPERATIONS Affected										
Persons: All personnel on Site										
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
3.0	Ladders	Falls from Heights	3	3	B	<p>Ladders will only be considered for use where the use of a more or other suitable work equipment (eg: tower scaffold) is not appropriate.</p> <p>Ladders will only be used where the work is low risk and of short duration.</p> <p>Ladders with a defective rung must not be used.</p> <p>Ladders must be in good condition and of adequate length and strength for the work in progress.</p> <p>Ladders must be secured at the top and be long enough to extend 1.05 metres above the landing place. It is recommended that ladders be placed at an angle of 1:4.</p> <p>Place ladders on a firm level base</p> <p>Ensure that the step-off area is clear if using a ladder to reach a platform.</p> <p>Ladders should be positioned so that over reaching is not necessary and when working from the ladder; persons should not stand on the top three rungs.</p> <p>Ladders must undergo inspection prior to use and inspections must be documented and maintained on site (GA3 FORM) Ladders must not be painted as this can often cover up defects.</p>	1	3	D	<p>Foreman</p> <p>All employees using the Ladder</p>

Location: Work location personnel on Site			PRECISION BUILDING SERVICES SITE OPERATIONS				Affected Persons: All			
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
4.0	Working from Scaffolding	Working at heights. Collapse of scaffolds. Falls of materials. Contact with overhead power lines or electrical cables.	3	3	C	<p>PRECISION BUILDING SERVICES must satisfy themselves that the scaffolds are safe, prior to their employees working from the scaffolds.</p> <p>Scaffolding will only be erected, or altered by the main contractor, by trained and experienced scaffolders, with appropriate CSCS training, or approved equivalent.</p> <p>PRECISION BUILDING SERVICES personnel will not alter, or interfere with scaffolding erected by other contractors on site. If there is a need for the scaffolding to be altered in any way, the scaffolding contractor will be notified immediately and the appropriate adjustments made.</p> <p>Employees will obey all signage erected on scaffolding e.g. 'Scaffold Incomplete'.</p> <p>Employees will wear personal protective equipment and use safety harnesses where necessary.</p>	2	2	D	<p>Foreman</p> <p>PSCS,</p> <p>Trained scaffolder;</p> <p>All employees working from scaffolding</p>

Location: Work location personnel on Site			PRECISION BUILDING SERVICES SITE OPERATIONS				Affected Persons: All			
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
5.0	Mobile Scaffold Towers	<p>Incorrect erection</p> <p>Untrained personnel</p> <p>Unstable grounding/base</p> <p>Lack of Training</p> <p>Contact with overhead objects</p> <p>Malfunction of Brakes</p>	3	3	B	<p>The erection of the mobile tower must be in accordance with the manufacturers instructions.</p> <p>Only employees with the appropriate training and certification will be allowed to erect mobile scaffold equipment.</p> <p>An assessment of the ground area will be performed prior to the initial erection, and thereafter each time the scaffold is to be moved.</p> <p>An assessment of the overhead area must also be performed prior to the erection or moving of a mobile scaffold, in order to ensure the prevention of contact with overhead cables or lights.</p> <p>The mobile scaffold must be secured into place each time it is repositioned in accordance with the manufacturers instructions. Prior to each use, the employee must check and verify the brakes position and working order.</p> <p>Where a default is evident in the scaffold, it must be rendered out of use and the manufacturer contacted, or a competent approved repair service obtained.</p>	1	3	D	<p>Foreman</p> <p>Employing Contractor,</p> <p>Operator</p>

Location: all work locations PRECISION BUILDING SERVICES SITE OPERATIONS Affected Persons: Employees working from Hop-Ups										
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
6.0	Hop-up	Falls from Heights Not securing the hop-up properly. Unsafe use of hop-up (over-reaching, sliding down, etc.). Using hop-up with a defect; Unsuitable base to hop-up.	3	2	C	Hop-up will only be considered for a place of work where the uses of a more suitable work equipment eg. scaffold towers is not appropriate. Hop-up will only be used where the work is low of risk and of short duration. Hop-up must be in good condition and of adequate length and strength for the work in progress. Place hop-up on a firm level base. Ensure that the step-off area is clear if using a hop-up to reach a platform. Hop-up should be positioned so that over reaching is not necessary and when working from the hop-up	2	2	D	Foreman Employees working from Hop-Ups

GENERAL RISK ASSESSMENTS

Location: All Work Locations – Internal & External PRECISION BUILDING SERVICES SITE OPERATIONS Affected Persons: All personnel on Site										
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
1.0	Noise	Tinnitus, Deafness	2	3	B	Workers will ensure that every effort will be made to reduce workplace and environmental noise levels to a minimum, in so far as is reasonably practicable, so as to be safe and without risk to safety and health. In situations where noise levels are likely to exceed 80dBa suitable and adequate hearing protectors will be made available to all employees likely to be affected. In situations where noise levels are likely to exceed 85dBa, suitable and adequate hearing protectors will be provided and all employees likely to be affected will use the hearing protection, in accordance with manufacturer’s instructions. Warning signs will be posted in all relevant work areas, indicating noise levels and the requirements regarding the use of hearing protectors. In compliance with the Safety, Health and Welfare at Work (General Application Regulations 2007 – Noise, audiometric testing will be made available to employees who are likely to be exposed to high levels of noise during their normal working day. Hearing protectors will be checked on a regular basis and replaced where necessary.	1	3	D	Foreman

Location: All work locations – Internal & External PRECISION BUILDING SERVICES SITE OPERATIONS Affected Persons: Personnel lifting, pulling or pushing loads										
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
2.0	Manual Handling	Back, Neck Strain	3	3	B	All employees will be trained in manual handling techniques. Ensure strenuous manual handling is avoided as far as possible and mechanical devices used when necessary. Employees must assess loads prior to manual handling and reduce the risk of injury as far as possible. Check for sharp edges, splinters or nails. Lift in easy stages -floor to knee then from knee to carrying position. Hold weights close to the body. Don't let the load obstruct your view. If you feel you are unable to lift a load do not lift it. Use lifting equipment supplied where applicable.	1	3	D	Management

Location: All work locations – Internal & External PRECISION BUILDING SERVICES SITE OPERATIONS Affected Persons: All personnel on Site										
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	
3.0	Chemical Substances	Ingestion, Slips trips from Spillages, Inhalation of Toxic Fumes	3	3	B	<p>When using chemical substances the Material Safety Data Sheet (MSDS) will always be referred to prior to use. Material Safety Data Sheets MSDS shall be provided to the Project Supervisor - Construction Stage for all chemicals substances brought onto the site.</p> <p>Persons using the chemicals will be made aware of the dangers and safe procedures to be employed during use.</p> <p>Chemicals will be used in ventilated areas. Appropriate personal protective equipment will be worn by persons using chemicals. Goggles, gloves and face shields will be used where necessary (details will be given on each MSDS).</p> <p>Smoking will be prohibited in the vicinity of substances indicated as flammable, highly flammable etc.</p> <p>Spillages will be dealt with in accordance with the MSDS by persons familiar with the substance.</p> <p>Containers of chemical substances must be correctly labelled at all times and disposed of in a safe manner</p>	1	3	D	Foreman / Employee / Contractor Using the Chemical Substance

PRECISION BUILDING SERVICES	SAFETY STATEMENT Location: All Work Locations: Internal & External Affected person: All persons on site
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Item	Hazard	Risk Medium	Controls	Responsible Person
4	Concrete Mixers	Collision, Crushing, Amputation	Experienced operators Planned maintenance programme in operation New operators trained and supervised in correct use Mixer placed on solid level footing Proper well maintained starting handle Engine housing encased, closed down at the end of each work day, and starting handle secured elsewhere Fuel, oil and grease checked regularly by operator	Employees

PRECISION BUILDING SERVICES	SAFETY STATEMENT Location: All Work Location Internal & External Affected person: All persons on site		
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Item	Hazard	Risk Medium (with control measures)	Controls	Responsible Person
5	Concrete / Cement	Contact Dermatitis	<p>Chemical products must not be allowed to come into eye contact. Contact with skin and mucous membrane must likewise be avoided. Wear protective equipment and clothing provided. Always observe good hygiene practice</p> <p>Inhalation of chemical vapours or dust should be avoided</p> <p>Facilities for the washing and cleansing of the skin must be made available with the necessary cleaners and barrier creams</p> <p>If any person handling materials shows symptoms which may possibly have been caused by exposure to chemical products, they should be removed from the area and medical advice sought without delay</p> <p>Material Hazard Data Sheets to be readily available</p>	

PRECISION BUILDING SERVICES	SAFETY STATEMENT Location: All Work Location Internal & External Affected person: All persons on site		
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Item	Hazard	Risk	Controls	Responsible Person
6	<ul style="list-style-type: none"> 1. Roofwork – General 2. Fragile Roofs 3. Sloping Roofs 4. Flat / Virtually Flat Roofs 	<p>Fall of person / persons Fall of materials</p>	<p>1. Where work is to be carried out on a pitched roof, provisions to be made to reduce the risk of falling, e.g. use of roofing ladders and crawling boards. At the edge of pitched roof, arrangements are made to prevent a fall directly to the ground.</p> <p>2. Roofs covered by fragile materials, roof ladders or crawling boards are used, as an absolute minimum. Two ladders or two boards are used if employees are required to do any movement on fragile roofs. NOTE: Never step onto asbestos or non asbestos cement or plastic sheeting, or fragile roofing. It is liable to shatter without warning under a persons weight.</p> <p>Where a valley or parapet gutter is used as a means of access and the adjacent roof is covered by fragile materials, suitable cover, extending a minimum of 1m up to the roof, or other means are provided to prevent a fall through the fragile material.</p> <p>3. Danger of sloping roofs will depend on the pitch of the roof, the nature of the surface and the weather conditions. Smooth surfaces made slippery by moisture, ice, snow or vegetable growth can be particularly dangerous. Barriers to prevent falls from pitched roofs are provided, high enough and strong enough to stop a person who may roll or slide down the roof slope. On sloping roofs, suitable purpose made roof ladders or crawling boards to be provided.</p> <p>4. Barriers to be provided sufficiently strong to prevent workers from falling from the edge or through an opening or through fragile roof light. Where openings are covered over, they are substantial and secured in position and marked to show its purpose.</p>	Main Contractor/ PBS

PRECISION BUILDING SERVICES	SAFETY STATEMENT Location: All Work Location Internal & External Affected person: All persons on site		
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Item	HAZARD	RISK	CONTROLS	Responsible Person
6	Roofwork continued.....	Fall of person / persons Fall of materials	<p>General</p> <p>Everyone to be aware of the precautions to be followed when working at heights, as well as the detailed training of their own job</p> <p>Prominent permanent warning notices are placed at the approach to any hazards of falling e.g. fragile roof</p> <p>Personnel never walk on fragile roofing materials such as asbestos cement or glass, and take precautions as they may be painted over</p> <p>Personnel on fragile roofs never walk along the valley gutters, roof ridges or pulins, unless there is something to prevent a fall through the roof</p> <p>Personnel on fragile or pitched roofs, use suitable crawling boards</p> <p>NOTE: Never use less than two boards if someone has to move along the roof and cover skylights on otherwise solid roofs.</p> <p>On flat roof, edges are protected by parapet and or guard rails and the roof is strong enough to support personnel</p>	Main Contractor/ PBS

PRECISION BUILDING SERVICES	SAFETY STATEMENT Location: All Work Location Internal & External Affected person: All persons on site		
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Item	HAZARD	RISK	CONTROLS	Responsible Person
7	Scissors Lifts	Fall Overturning	<p>Personnel who operate the machine are trained in it's operation and familiar with the operating manual</p> <p>Before using the working platform, the safety rail is secured and always mount the machine using steps and hand holds.</p> <p>Never overload the basket or platform</p> <p>Check all emergency stop levers are effective</p> <p>Users to be familiar with all lever movements</p> <p>Test Certificate must be current and valid</p> <p>Never overreach from basket or out over the platform or stand outside the safety rail</p> <p>Do not move the machine with the basket in the raised position except when carrying out work, e.g. inching along pipework</p> <p>Be aware of obstacles protruding from roof or sides</p> <p>Keep platform tidy and free from tripping hazards and always clear basket when job is complete</p> <p>Safety harnesses must be worn at all times</p>	PBS / Hire Company

PRECISION BUILDING SERVICES	SAFETY STATEMENT Location: All Work Location Internal & External Affected person: All persons on site		
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Item	HAZARD	RISK	CONTROLS	Responsible Person
8	Mechanical Lifting (Cranes, winches, slings, pulley blocks, gin wheels, lifts and forklifts)	Failure of equipment Struck by machine Loads may slip, swing	Examined and tested per statutory requirement SWL is not exceeded Inspected at least once a week (GA2) form by a competent person No load to be lifted if in doubt of it's weight or the adequacy of the equipment	

ADDENDUM

**PRECISION BUILDING
SERVICES**

RISK ASSESSMENTS

BLANK RISK ASSESSMENT

**PRECISION
BUILDING
SERVICES**

RISK ASSESSMENTS

Location:			Affected Persons:							
Item	Hazard	Risk	Risk Assessment (No Controls)			Controls	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	

PRECISION BUILDING SERVICES	RISK ASSESSMENTS
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Location:		Affected Persons:								
Item	Hazard	Risk	Risk Assessment (No Controls)			<u>Controls</u>	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	

PRECISION BUILDING SERVICES	RISK ASSESSMENTS
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Location:		Affected Persons:								
Item	Hazard	Risk	Risk Assessment (No Controls)			<u>Controls</u>	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	

PRECISION BUILDING SERVICES	RISK ASSESSMENTS
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Location:		Affected Persons:								
Item	Hazard	Risk	Risk Assessment (No Controls)			<u>Controls</u>	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	

PRECISION BUILDING SERVICES	RISK ASSESSMENTS
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Location:		Affected Persons:								
Item	Hazard	Risk	Risk Assessment (No Controls)			<u>Controls</u>	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	

PRECISION BUILDING SERVICES	RISK ASSESSMENTS
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Location:			Affected Persons:							
Item	Hazard	Risk	Risk Assessment (No Controls)			<u>Controls</u>	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	

PRECISION BUILDING SERVICES	RISK ASSESSMENTS
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Location:		Affected Persons:								
Item	Hazard	Risk	Risk Assessment (No Controls)			<u>Controls</u>	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	

PRECISION BUILDING SERVICES	RISK ASSESSMENTS
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Location:		Affected Persons:								
Item	Hazard	Risk	Risk Assessment (No Controls)			<u>Controls</u>	Risk Assessment (With Controls)			Responsible Person
			P	S	R		P	S	R	

**PRECISION
BUILDING
SERVICES**

**SAFETY STATEMENT
HOUSEKEEPING**

HOUSEKEEPING

Likely outcome of an accident involving POOR HOUSEKEEPING

Level of risk

Slips, trips and falls	Medium
Falls of persons	High
Falling objects striking persons	High
Damage to equipment	Low

Preventative procedures

- All instructions will be followed to maintain good housekeeping
- A definite place for every item, article or substance will be provided
- Each item, article or substance will be kept in its designated place or returned if removed
- Adequate disposal arrangements for scrap, waste and surplus materials will be provided
- All work areas and equipment will be kept clean
- Sufficient working spaces and adequate passageways for safe access and egress (entry and exit) will be maintained
- Adequate space for materials, tools and portable equipment will be provided
- Waste, scrap, spillage, leakage, dust and splashing will be anticipated and some means of control will be provided
- Only the materials required for that day will be taken to the workplace and all surplus materials will be returned to the stores at the completion of the day or the end of the task
- Adequate illumination will be provided
- Any obstruction found will be removed, all sharp objects especially nails will be controlled and removed
- Housekeeping hazards should not be ignored, they should be put right.

**PRECISION
BUILDING
SERVICES**

**SAFETY STATEMENT
STORAGE OF MATERIALS ON SITE**

Likely outcome of an accident involving STORAGE OF MATERIALS ON SITE

Level of risk

Injury to operatives from falling materials	High
Injury to trespassers, especially children	High
Environmental contamination	Low

Preventative procedures

- Loads will be lifted in the correct manner, avoiding the use of makeshift arrangements
- Stacks of cylindrical objects such as pipes and cable drums will be stabilised using chocks or wedges
- Material stacks will be limited in height to ensure stability; heights of more than 2 metres will be avoided unless specifically authorised by site management
- Drums and containers will be marked clearly to indicate contents
- Secure storage will be provided for all hazardous substances, to prevent access by unauthorised persons
- Trays or bunds will be provided where necessary beneath containers to prevent ground contamination
- For hazardous materials, material safety data sheets will be required before delivery to site
- Stockpiles and storage areas will be inspected regularly to ensure that the above physical precautions are in place.

**PRECISION
BUILDING
SERVICES**

**SAFETY STATEMENT
FIRE**

FIRE

Likely outcome of an accident involving FIRE

Level of risk

Serious or fatal burns	High
Explosions	Medium
Suffocation	Medium
Damage to site works	Medium

Preventative procedures

- Site planning and safety rules will include fire detection provisions, supply and maintenance of fire fighting equipment, control of hot-work, emergency procedures in the event of fire, control of smoking on site as needed and prevention of the build-up of flammable materials such as in waste skips
- Adequate means of escape and access for emergency vehicles will be allowed for during all stages of construction
- Fire emergency exit routes will be established, adequately signed and kept free of obstruction
- Security measures will be taken as practicable to restrict access to the site work areas, especially out of working hours
- Hot work and use of naked flame appliances will be controlled as necessary, including the use of permit to work systems as necessary. Changes in electrical systems made necessary by contract conditions or practical requirements will be reviewed by a competent person to ensure that necessary precautions have been taken to accommodate changes, by way of design review where necessary and the provision of adequate fire arrangements. Temporary electrical systems will conform to legal standards
- All site operatives will be trained on fire and evacuation procedures. Operatives using highly flammable materials or carrying out hot work will be trained in appropriate fire prevention measures
- Site management will be aware of the requirements of the standards and regulations concerning fire safety and related material
- Gas, oil or electric heaters used for drying clothes must be mounted on and backed with non-flammable material and enclosed in a stout wire mesh with effective air space to prevent clothes being placed directly upon them. All power supplies, unless specifically required, should be switched off at the end of each working day.

PRECISION BUILDING SERVICES	SAFETY STATEMENT EMPLOYEE SIGNAGE SHEETS
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Please tick the appropriate box:

SITE: -----

I have read and understood the Company Safety Statement / Site Safety Plan

The Company Safety Statement / Site Safety Plan has been explained to me

Employees Name (PRINT)	Signature on reading and understanding Safety Statement / Site Safety Plan	Date of Signature

<p>PRECISION BUILDING SERVICES</p>	<p>SAFETY STATEMENT INDUCTION TRAINING RECORD</p>
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**I have attended the PRECISION BUILDING SERVICES Induction course.
I understand the contents of the training course.**

**I have read and I understand the contents of the company Safety Statement
and I am aware of its location for future reference.**

I have been issued with the following items of Personal Protective Equipment-;

Item	Qty
<input type="checkbox"/> Safety Boots	_____
<input type="checkbox"/> Hard Hat	_____
<input type="checkbox"/> Overalls	_____
<input type="checkbox"/> Safety Glasses	_____
<input type="checkbox"/> Hearing Protection	_____
<input type="checkbox"/> Protective Gloves	_____
<input type="checkbox"/> Protective gloves	_____
<input type="checkbox"/> Dust Mask	_____
<input type="checkbox"/> Welding Shield	_____
<input type="checkbox"/> Dark & Clear Glass	_____
<input type="checkbox"/> Other	_____
<input type="checkbox"/> _____	_____
<input type="checkbox"/> _____	_____

I agree to wear and maintain the above items of Personal Protective equipment so as to provide the protection intended.

Signed: _____

Date: _____

