

Minimum Requirements for Health, Safety, Quality and Environment on Uisce Éireann Capital Projects and Programmes

Document No. PS-HS-PR-029
Approved by: Alan Morrissey

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Uisce Éireann

Minimum Health, Safety, Quality and Environment Requirements for Uisce Éireann Capital Projects and Programmes

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1. INTRODUCTION

This procedure outlines Uisce Éireann minimum requirements for the management of Health and Safety in design and construction works associated with Uisce Éireann Capital projects and programmes.

The updates are based on learnings from working collaboratively with all stakeholders involved in Uisce Éireann Capital Projects and Programmes through carrying out inspections, audits and participation in collaborative forums. This document also takes into account the learnings from root cause investigations completed on accidents, incidents and near misses on Uisce Éireann projects.

2. PURPOSE

The purpose of this procedure is to assist those involved in Capital projects and programmes to comply with Uisce Éireann minimum requirements for the management of Health and Safety. Early and proactive consideration of Health and Safety requirements ensures that hazards which can be eliminated during the design process do not result in risk to personnel or property during the construction and operation of our assets.

This document also supports Uisce Éireann in fulfilling its role as Client in managing its duties as outlined in PS-HS-PR-021 (Management of Health, Safety, Quality and Environment on Capital Projects).

3. SCOPE

This procedure outlines the Health and Safety minimum requirements applicable to the management of capital projects being completed for Uisce Éireann.

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4. DEFINITIONS

Competent Person	“A person is deemed to be a competent person where, having regard to the task they are required to perform and taking account of the size or hazards (or both of them) of the undertaking or establishment in which they undertake the work, the person possesses sufficient training, experience and knowledge appropriate to the nature of the work to be undertaken” (HSA, 2005).
Construction Regulations	S.I. No. 291 of 2013, Safety, Health and Welfare At Work (Construction) Regulations 2013.
Client	Unless otherwise stated, Uisce Éireann is the Client for construction works taking place. This role is defined under the Construction Regulations as “A person for whom a project is carried out” (Safety, Health & Welfare at Work (Construction) Regulations 2013).
Designer	“A person engaged in work related to the design of a project” (Safety, Health & Welfare at Work (Construction) Regulations 2013).
Project Supervisor Design Process (PSDP)	‘An individual or a body corporate appointed under Regulation 6(1) and responsible for carrying out— (a) the appropriate duties specified in the Regulations, and (b) other duties that are (i) assigned to the person by the client at the time of appointment, and (ii) necessary to allow the client to comply with section 17(1) of the Act. (Safety, Health & Welfare at Work (Construction) Regulations 2013).
Project Supervisor Construction Stage (PSCS)	‘An individual or a body corporate appointed under Regulation 6(1) and responsible for carrying out— (a) the appropriate duties specified in the Regulations, and (b) other duties that are (i) assigned to the person by the client at the time of appointment, and (ii) necessary to allow the client to comply with section 17(1) of the Act. (Safety, Health & Welfare at Work (Construction) Regulations 2013).

Contractor	A contractor or an employer whose employees undertake, carry out or manage construction work.
Entity in control of asset.	Uisce Éireann is the entity in control of individual assets.
Construction Work	The carrying out of any building, civil engineering or engineering construction work, other than drilling and extraction in the extractive industries as defined by the Safety, Health and Welfare at Work (Extractive Industries) Regulations 1997, and includes but is not limited to each of the following: the doing of one or more of the following with respect to a structure: <ul style="list-style-type: none"> ▪ Construction ▪ Alteration ▪ Conversion

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	<ul style="list-style-type: none"> ▪ Fitting out ▪ Commissioning ▪ Renovation ▪ Repair ▪ Upkeep ▪ Redecoration or other maintenance, including cleaning involving the use of water or an abrasive at high pressure or the use of substances or mixtures classified as corrosive or toxic in accordance with regulation (EC) no. 1272/20082 of the European parliament and of the council on the classification, labelling and packaging of substances and mixtures or of the European communities (classification, packaging and labelling of dangerous preparations) regulations 2004 (SI. No. 62 of 2004) ▪ De-commissioning, demolition or dismantling ▪ The preparation for an intended structure, including but not limited to site clearance, exploration, investigation (but not site survey) and excavation, and the laying or installing of the foundations of an intended structure. ▪ The assembly of prefabricated elements to form a structure, or the disassembly of prefabricated elements which, immediately before such disassembly, formed a structure. ▪ The removal of a structure or part of a structure or of any product or waste resulting from demolition or dismantling of a structure or disassembly of prefabricated elements which, immediately before such disassembly, formed a structure. ▪ The installation, commissioning, maintenance, repair or removal of mechanical, electrical, gas, compressed air, hydraulic, telecommunication and computer systems, or similar services which are normally fixed within or to a structure.
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EnviroKit	EnviroKit is Uisce Éireann’s environmental screening toolkit that enables the user to systematically approach environmental assessment and design of construction related projects.
EnviroPlan	EnviroPlan is the guidance document integrated into EnviroKit which provides background information and assistance on the various environmental aspects related to the project.
Employer’s Representative	The Employers Representative is a person appointed to administer the Contract on behalf of the Employer and to represent the Employer’s interests. Where an employer’s representative is not appointed this role will be fulfilled by the Uisce Éireann Programme Manager or his/her deputy.
Uisce Éireann Programme Manager	The person within Uisce Éireann who is responsible for ensuring that the client requirements for the implementation for a project or programme of work are carried out.
Duty holders	Parties with an appointed role under the Safety, Health & Welfare at Work (Construction) Regulations.
LoW	List of waste codes

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DOHLGH	Department of Housing, Local Government and Heritage
Safety & Health Plan	A plan in writing prepared and developed in accordance with Regulation 12 and 16 of the Construction Regulations.
Safety File	A safety file prepared and completed in accordance with Regulation 13 and 21 of the Construction Regulations.

5. ROLES AND RESPONSIBILITIES

It is the responsibility of all duty holders appointed by Uisce Éireann under the Safety, Health & Welfare at Work (Construction) Regulations to ensure the Uisce Éireann minimum requirements for Health and Safety on capital projects and programmes are followed.

The key roles and responsibilities are outlined in Section 6 of this document.

6. PROCEDURE- MINIMUM REQUIREMENTS

6.1 UISCE ÉIREANN EXPECTATIONS

6.1.1	Uisce Éireann has safety as one of its core values and the Designer, PSDP, PSCS and Contractor's shall reflect this throughout our projects to ensure the safety of all people who engage with our works.
6.1.2	The Designer, PSDP, PSCS and Contractor shall ensure that all safety, health, and welfare measures required under, or by virtue of, the provisions of any enactment or regulations or working rules of any industry are strictly complied with.
6.1.3	The Designer, PSDP, PSCS and Contractor shall by their design, working methodology, sequence of works operation, management, control and supervision of all temporary and permanent works design and installation on the site to ensure compliance with Safety, Health and Welfare at Work Act 2005, the Safety, Health and Welfare at Work (Construction) Regulations 2013 (S.I. No. 291 of 2013), the Safety, Health and Welfare at Work (General Application) Regulations 2007 (S.I. No. 299 of 2007), any amendments thereof as well as any other Regulations or Approved Codes of Practice pertinent to the proposed works and the contract/agreement between Uisce Éireann and its delivery partners.
6.1.4	Uisce Éireann requires that works are carried out in an environmentally responsible manner. The Contractor shall familiarise themselves with the Uisce Éireann environmental commitments and contract requirements and ensure compliance with those requirements as well as any applicable Acts, Regulations and Standards.
6.1.5	Uisce Éireann requires that all works are completed with adequate processes in place to ensure the required standard of quality throughout the project.

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6.2 UISCE ÉIREANN GOLDEN RULES

6.2.1	<p>UÉ have identified the following as critical risks across our Capital Works.</p> <ul style="list-style-type: none">• Excavations• Confined Space• Work at Height• Mobile Plant• Lifting Operations• Overhead Services• Underground Services• Electrical Energy• Traffic Management• Pipe Deliveries• Pressure Energy <p>Critical Risks are activities we undertake frequently that, if not controlled, could lead to significant injury or fatality.</p>
6.2.2	<p>UÉ requires a documented standard operating procedure, in line with the requirements set out in this document, including our Golden Rules for each Critical Risk outlined in the pages below, to be implemented as a minimum by all Contractor's where these risks are relevant to the scope of works. All persons involved in these tasks are to be made aware and follow the contents of this procedure. Evidence of this procedure and communication of same must be available on site.</p>



Excavations

Only enter excavations when it is safe to do so. Excavations can cause serious injury in the event of collapse.

- All excavations must be risk assessed by a competent person. Where entry is required, an inspection must be completed daily and recorded on a AF3.
- Lower risk excavations (where the risk assessment determines that there is a low degree of risk of harm), from 1.25m to 3m deep, a TWC should, using a design brief, assess the type of temporary works required (proprietary trench support system, battering, stepping of excavation sides etc).
- Higher risk excavations of any depth (where the risk assessment determines that there poses a greater degree of risk of harm) and all excavations >3m deep, a TWD should, using a design brief, assess the type of temporary works required and issue a site-specific temporary work design, where required.
- A permit to excavate/dig must be in place and approved by the PSCS, before dig commences.
- The use of any non-proprietary excavation supports including struts or bracing must be certified by a TWD.
- Safe and unobstructed access and egress must be provided at all times.
- Where trench support has been installed, works must only be carried out within the confines of this trench support.
- Where there is a risk of persons falling into an excavation it must be fenced or securely covered.
- Protect excavations against unauthorised access, storage of materials, spoil, plant, equipment, and deliveries.
- No excavations should be left open overnight in publicly accessible areas.



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Stop and Think 'What are the hazards in this scenario?' 'What could go wrong?'

Assess the task, the work area, and the equipment.

Follow the procedures, protocols, and method statement.

Engage with your supervisor if an aspect of the task changes and requires deviation from the plan.



Confined Space

Only trained personnel to enter a confined space. Obtain authorisation before entering

- A confined space permit must be in place and approved by the PSCS, before entry.
- Ensure all operatives have low, medium or high level confined space training as determined by the PSCS risk assessment.
- Atmospheric testing to be completed and recorded before entry into all confined spaces.
- All confined space equipment should be properly maintained, stored in accordance with manufacturers' instructions. Where required, equipment must be certified (GA1), inspected (GA2) and calibrated before use.
- Ensure area is appropriately ventilated.
- A site specific emergency plan must be in place to ensure safe rescue.
- Ensure communication method is established and maintained for all personnel involved throughout the task.



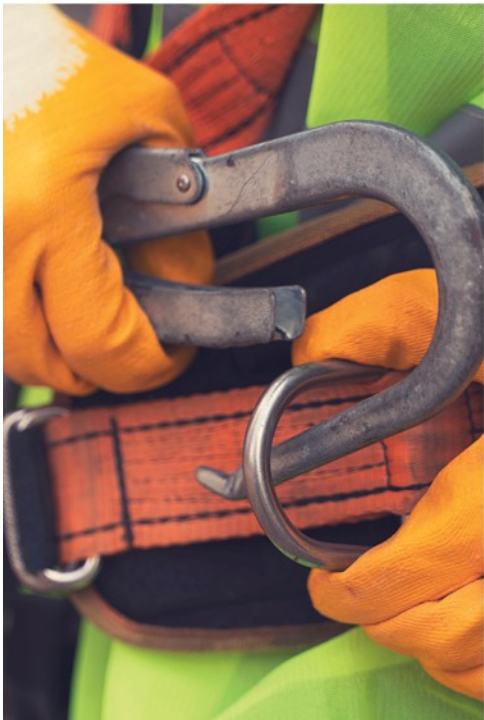
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Rev 2. Golden Rules

This list is non exhaustive and should be followed in addition to the PSCS's standard operating procedure. Further detail can also be found in section 6.5.15 of PS-HS-PR-029.

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Work at Height

Work at height is work in any place, at above or below ground level, where a person could be injured.

- A work at height permit is required where edge protection cannot be provided, is not viable or needs to be removed. A permit is also required for the use of ladders where 3 points of contact cannot be maintained.
- Ensure work at height activities are planned, organised, and carried out by a competent
- All work at height plant and equipment must be certified for use (GA1), must be inspected before use and recorded weekly (GA2/GA3).
- A site-specific emergency plan should be in place to ensure safe rescue.



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Mobile Plant

Never assume the driver can see you before entering hazardous zones/blind spots.

- Only operate plant when competent and authorised to do so.
- Only SOLAS CSCS experienced operator cards are accepted in the Republic of Ireland (i.e. CPCS or CSR plant cards are NOT accepted)
- Where people and plant interface, ensure segregation is implemented.
- All plant must be certified for use (GA1), must be inspected before use and recorded weekly (GA2).
- All plant being accepted onto an UÉ project must be accepted by using the UÉ Plant Acceptance Form.
- Plant must have the required auxiliary devices, visual aids, lights.
- Seat belts and other safety restraints must be worn.
- Use banksman trained personnel while excavating and moving plant.
- Driver should stop if they lose sight of the bankmen or if personnel approach the plant. Before entering blind spots get a signal from the driver that it is safe to do so.
- Avoid/limit reversing where possible.
- Where plant is to be driven on live roads, it must be road legal.
- Never use mobile phones while operating plant.



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Lifting Operations

Plan all lifting operations including deliveries.

- Lifting operations must be planned, assessed, appropriately supervised by competent personnel.
- A lift plan must be in place for all mechanical lifts.
- Ensure persons involved in lifting operations have the correct training (Appointed Person, Lift Supervisor, Slinger, Crane operator, plant operator etc).
- Lifting equipment must be certified for use (GA1), must be inspected before use and recorded weekly (GA2). Defective equipment must not be used and reported immediately.
- Adequate means of communication such as hand signals, 2 way radio's etc, must be in place.
- Know the Safe Working Load and never exceed it.
- Ensure a dry slew and a test lift is completed on all lifts to verify radius and weights as per the lift plan.
- Exclusion zones must be in place prior to lifting or loading/unloading commencing.
- Loads should not be lifted over people or in the vicinity of overhead power lines. Tag/Guide lines must be used to control/guide loads where necessary.
- Poor weather conditions such as strong winds or lightning must be considered in the risk assessment for lifting operations.
- For complex lifts, the appointed person must be satisfied that ground conditions have been appropriately assessed.



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Rev 2. Golden Rules

Overhead Services

Never breach the exclusion zone.



- Eliminate the need to work directly under overhead lines – Plan/Design/Diversion/Power outage etc.
- Up to date service/utilities drawings must be available and reviewed prior to work starting.
- An overhead line permit must be approved by the PSCS.
- Plant with restrictors must be used where there is potential to breach the exclusion zone.
- Goal posts, crossing points, bunting and signage must be used to highlight the overhead hazard, this includes in yards and compounds. The appropriate distances of this setup depends on the voltage of the line as outlined in the COP.
- No tipping zone and storage areas must be clearly identified on site.
- Competent Spotters/Banksman to be utilised where required by risk assessment.



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Underground Services

Never assume, or expect, that a cable is not live.



- Eliminate the need to work in the vicinity of underground service – Plan/ Design/ Diversion/ Power outage etc.
- Up to date service/utilities drawings must be available and reviewed prior to work starting.
- A permit to excavate must be approved by the PSCS.
- A calibrated service locating device must be used by a trained CSCS LUGS card holder to scan area and identify the services by marking up on the ground.
- The locator(s) must be used continuously during the excavation works, including before cutting into ducts.
- Hand digging method must be implemented within 0.5 meters of known services.
- Where works involve saw cutting in the vicinity of underground services, all personnel engaged in such activities shall be required to wear dielectric footwear as a minimum for the duration of the activity.
- Services must be protected from damage and supported where necessary. Temporary Works may be required.
- If a cable is encased in concrete, Stop Work and report to the site supervisor.
- Stop work immediately if a strike occurs, report to the site supervisor.



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Electrical Energy

Only qualified persons should work on energy installations. Energy must be isolated.

- Follow appropriate isolation and de-energising procedures for live systems.
- Use lockout/tagout procedures to prevent accidental energisation.
- Ensure only competent personnel are involved in isolating live systems.
- Required permits must be approved by the PSCS.
- Where required, a detailed commissioning plan must be available.
- An inspection and maintenance plan must be in place.
- Ensure appropriate signage, communication, exclusion zones and warning systems are in place.



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Traffic Management

Traffic management is necessary for the safety of workers and road users.



- A TTM risk assessment must identify where a standard design from a suite of standard TTM layouts can be used, where that cannot be applied a site specific TTM plan must be in place and designed by a competent traffic management designer where works are in the roadway.
- All required alterations to the Traffic Management layout must be documented by a competent person in an updated Traffic Management Plan.
- A traffic management risk assessment must take into account any risks identified for all construction activity which may affect the use of the public highways or roadways, including TM set-up and removal.
- Suitable & safe provision of parking, deliveries and storage within the work area should be considered.
- All traffic management on public roads shall be set up, managed, and inspected by suitably trained personnel. TM inspections must be recorded.
- Where works are undertaken within an enclosed site a construction site traffic management plan must be in place to ensure insofar as possible the clear division of pedestrian and machinery/vehicle movements.
- Access for the emergency services should be maintained or arrangements made for during the works.



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Pipe Deliveries

Deliveries are essential but can be one of the most dangerous activities. Cooperation is required from all parties.

- Suitable, safe, and secure compounds/yards should be identified for pipe deliveries at design stage.
- A designated person must be assigned to coordinate all pipe deliveries.
- The designated person must develop a delivery coordination plan, which should include but not limited to, the location, time, site restrictions, size/type of delivery vehicles, unloading areas etc.
- The delivery coordination plan must then be communicated to the supplier, who must then comply with the plan.
- Prior to any pipe deliveries the PSCS must request a copy of the supplier's load plan and delivery details including time, date, etc. and update the delivery coordination plan accordingly.
- The designated person must communicate this plan to the project team. All H&S documentation including RAMS, lift plan, etc. must be updated to reflect this.
- An inspection of the delivery must be completed by the lift supervisor prior to the offload commencing to ensure it can be conducted safely in accordance with the lift plan and RAMS.



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Pressure Energy

Sources of pressure energy can include electrical, mechanical, hydraulic, pneumatic, chemical, thermal, or other energy sources in machines, equipment and structures.

- Identify the types of pressure energy sources to adequately risk assess the works and identify controls for the energy type.
- All works on pressure energy sources must be completed by a qualified and competent person only.
- For isolation, a lockout-tagout procedure must be in place, and controlled by the PSCS.
- All required permits must be approved by the PSCS.
- The safe operating limits of pressure equipment or the pressure system have been established and should not be exceeded unless under specialist supervision.
- A preventative maintenance regime, inspection plan and in cases of pressure vessels a commissioning plan must be in place.
- For pressure testing, UÉ pressure testing proof of readiness checklist must be completed by the PSCS and issued to the RE/ER in the timeframes required.
- Where temporary bracing or supports are required during works, ensure the designs are approved by the Temporary Works Designer.
- Ensure appropriate signage, communication, exclusion zones and warning systems are identified, are in place and are adhered to.
- The risk assessment must identify any additional PPE requirements for the energy source.



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6.3 PART 1 PRE-COMMENCEMENT

6.3.1 Statutory Appointments

6.3.1.1	Uisce Éireann as client shall appoint a PSDP and PSCS for construction projects (where required), in accordance with the Safety, Health and Welfare at Work (Construction) Regulations 2013 (S.I. No.291 of 2013).
6.3.1.2	Where Construction projects are completed under the design build and operate process such appointments will be for the Design, Build and Operation Service Period (where included) to facilitate any repair, maintenance and demolition works required.
6.3.1.3	Uisce Éireann may appoint the same organisation to fulfil the role of PSDP and PSCS. For such projects there must be different personnel within the organisation to fulfil the individual responsibilities. These responsibilities must be clearly documented in the Project Safety and Health plans & project organisation charts with roles & responsibilities clearly described/defined.

6.3.2 Existing Preliminary Health and Safety Plan

6.3.2.1	The appointed Project Supervisor for the Design Process (PSDP), in accordance with the duties of the PSDP shall organise co-operation and co-ordination between all designers (temporary and permanent works) and shall review any Preliminary Safety and Health Plan (where applicable) contained in the contract documents and work with PSCS to further develop it based on the Works Proposals proposed in the detailed design.
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6.3.3 Designers

6.3.3.1	The Designer shall comply with Regulation 15 of the Safety, Health and Welfare at Work (Construction) Regulations 2013.
6.3.3.2	The Designers shall co-operate with any other Designers appointed for the project in the manner set out by the PSDP and shall comply with any direction issued by them.
6.3.3.3	The Designers shall take account of the general principles of prevention and any relevant information provided to him by the PSDP during the development of their design and during any subsequent changes to that design.
6.3.3.4	Detailed design risk assessments must be completed by all Designers for their element of design. Where external Designers are engaged on a

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	project, they must record their design decision using a design risk assessment form, which shall include at a minimum the requirements of PS-HS-FM-037 (Refer to Section 7 for link to document) and shall submit such assessments to the PSDP.
6.3.3.5	Where changes to the design are required during the construction stage of the project, the Designer shall carry out design risk assessments as appropriate and make the information available to the PSDP.
6.3.3.6	Designers must ensure their designs are safe to construct, use/operate, maintain and demolish/remove, by taking into account in their design the requirements of the end user.
6.3.3.7	Where Uisce Éireann specifications and standard details are available, the Designer will take these and all associated information into account when preparing their detailed design. The designer must also apply the general principles of prevention when developing design risk assessments for the overall design.
6.3.3.8	The Designer(s) shall attend such meetings throughout the lifecycle of the project as the PSDP or Employers Representative may require.
6.3.3.9	Where Designers appoint sub consultants to carry out designs on their behalf (i.e. specialists) they must have a formal process for assessing the competence of such sub consultants to carry out design.
6.3.3.10	All of the points above also apply to Supplier/Designers appointed by the PSCS (i.e. precast, glazing, cladding, tank suppliers etc.).

6.3.4 Project Supervisor Design Process (PSDP)

6.3.4.1	The PSDP shall comply with Regulations 11-14 of the Safety, Health and Welfare at Work(Construction) Regulations 2013.
6.3.4.2	The PSDP shall provide a PSDP Project Execution Plan specifically covering how the role of Project Supervisor Design Process will be executed for the project. Details should include: 1.Resourcing of the role to ensure its effectiveness. 2.Details of how the General Principles of Prevention will be taken into account with regard to design coordination on the project. 3.Details of the process the PSDP will apply to ensure effective coordination of designers on the project to ensure an overall design that is safe to construct, operate, maintain and ultimately de-construct. 4.Details of how the General Principles of Prevention will be taken into account when deciding on organisational and technical aspects when planning works that take place simultaneously. 5.Details of meetings, workshops and site visits that will be scheduled to ensure that the PSDP is both active and effective in their role. 6.These meetings shall be chaired and minuted by the PSDP. A minimum of one dedicated PSDP meeting per project and at a frequency no less than one per calendar month is required. 7.Details of the approach to be taken with regard to temporary works design coordination at construction stage.

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	<p>8.Details of the proposed communication lines with all relevant parties involved in the project (Client, Designers, PSCS, and Utility Providers etc.).</p> <p>9.Preparation and development of the Safety and Health Plan (Preliminary).</p> <p>10.Details of how the PSDP will ensure that it has sufficient information included in the safety file in accordance with the client's requirements for the duration of the contract.</p>
6.3.4.3	The PSDP will designate a person responsible for the role of PSDP for the project within their team. This person shall be the point of contact for all communication for the project and they shall at a minimum conduct a monthly project review site visit. The results of the review shall be communicated to the Employer's Representative at the monthly design meeting (where applicable). Appendix 3 outlines the minimum requirements for the PSDP project review.
6.3.4.4	The PSDP shall ensure that all relevant information is provided to him by the Designer(s) using the Uisce Éireann design risk assessments format PS-HS-FM-037 (Refer to Section 7 for link to document); or the Designer(s) own approved design risk assessment sheet which shall include at a minimum the requirements of PS-HS-FM-037 to enable them to prepare the Safety & Health Plan on a preliminary basis.(Refer to Section 7 for link to Preliminary Health and Safety plan content list IW-AD-EBS-GL-008).
6.3.4.5	Where changes to the design are required during the construction stage of the project, the Designer shall carry out design risk assessments as appropriate and make the information available to the PSDP for review and comment.

6.3.5 Project Supervisor Construction Stage (PSCS)

6.3.5.1	The PSCS shall comply with Regulation 16-23 of the Safety, Health and Welfare at Work(construction) Regulations 2013.
6.3.5.2	The PSCS shall co-operate with any Designer(s) appointed for the project in the manner set out by the PSDP and shall comply with any direction issued by them.
6.3.5.3	The PSCS will designate a person responsible for the role of PSCS for the project within their team.
6.3.5.4	The PSCS shall attend such meetings throughout the lifecycle of the project as the PSDP or Employers Representative may require.
6.3.5.5	Where changes to the contracted works are necessary during the construction stage, the PSCS shall notify the PSDP and the Designer(s) and co-operate with the parties in resolving the issue.

6.3.6 Contractor

6.3.6.1	The Contractor shall comply with Regulation 24-105 of the Safety, Health and Welfare at Work (Construction) Regulations 2013.
6.3.6.2	The Contractor shall attend such meetings throughout the lifecycle of the

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	project as the PSDP, PSCS or Employers Representative may require.
6.3.6.3	Where changes to the contracted works are necessary during the construction stage, the Contractor shall notify the PSCS and co-operate with the PSCS and the Designer(s) in resolving the issue.

6.4 PART 2 PROJECT DESIGN STAGE

6.4.1 Construction Stage Health and Safety Plan:

6.4.1.1	<p>The Project Supervisor for the Construction Stage (PSCS) shall prepare the Construction Stage Safety and Health Plan for the works and undertake all of the tasks assigned to them under the Safety, Health and Welfare at Work (Construction) Regulations.</p> <p>A copy of the Construction Stage Safety and Health Plan shall be submitted to the Employer's Representative prior to the commencement of construction works and updated copies provided throughout the project.</p>
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6.4.2 Construction projects taking place on a Live Uisce Éireann Asset (and the construction project does not include operating the existing plant in parallel):

6.4.2.1	<p>The PSDP will be required to liaise with the "PSDP and PSCS that is appointed for maintenance of the existing asset" (entity in control of the asset) and ensure that co-ordination arrangements are in place to ensure that works and associated activities can proceed safely.</p> <p>The contact person representing the entity in control of the asset will be defined by the Employer's Representative prior to works commencing.</p>
6.4.2.2	<p>All construction projects on live Uisce Éireann assets must be delineated, where possible, from the remainder of the site and means of delineation documented in the Safety and Health Plan and agreed with Employer's Representative and the entity in control of the site.</p> <p>Where physical delineation cannot be implemented this must be agreed with the Employers Representative and documented in the Safety and Health Plan.</p>
6.4.2.3	<p>Prior to the construction project commencing the PSDP must liaise with the entity in control of the asset to ensure that there are no other scheduled works ongoing, which could prevent safe completion of the proposed works.</p> <p>The contact person representing the entity in control of the asset will be defined by the Employer's Representative prior to works commencing.</p>
6.4.2.4	Where there is more than one construction project on site at the one time;

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	<p>all projects must be clearly delineated to prevent interaction.</p> <p>The Preliminary Safety and Health Plan should provide a map of the proposed project work area and determine means of delineation and should allow for development of such delineations as the works progress.</p>
6.4.2.5	<p>In exceptional circumstances where two or more construction projects may interact prior to work commencing, approval must be obtained from the Employer's Representative (information must be provided to confirm why the project schedule cannot be adjusted to avoid interaction.).</p> <p>The work area for each project must be clearly delineated and any work completed in the work area of another project must be co-ordinated with the relevant parties and the agreed Interface Plan documented and referenced in the Project Safety and Health Plan.</p>
6.4.2.6	<p>Where in exceptional circumstances (as per 6.4.2.5) there is more than one project on site; the co-ordination between the multiple PSCS's should be fulfilled by the entity in control of the asset.</p>
6.4.2.7	<p>There may be occasions where Uisce Éireann may appoint one of the existing or incoming Project Supervisors to take on the role of Lead Coordinator for the PSCS's or PSDP's in accordance with the "Clients in Construction Best Practice Guidance, published in January 2009 by the Health and Safety Authority. Section 7 Common Issues for Clients, 7.3.4 Multi-Site and Multi-Contractor Projects".</p>
6.4.2.8	<p>Access to site must be co-ordinated with the entity in control of the asset prior to works associated with the construction project commencing.</p> <p>Under no circumstance shall a Uisce Éireann delivery partner have personnel on site without the entity in control of the site being aware of their presence.</p> <p>Pre-tender and prior to the commencement of any work on site the PSCS shall agree, and record in writing (in the project Safety and Health Plan), with the entity in control of the site, the following:</p> <ul style="list-style-type: none"> • How many days prior to the scheduled site access date the "entity in control of the site" requires notification. • The accepted means of notification for site access. (Email, phone call etc) • Whom the site notification needs to be submitted to. • The required safety documentation that must be submitted with the Notification by the Delivery Partner. <p>A link to a sample template form PS-HS-PR-029-FM-02 for "Notification of Asset Delivery Business Partner Accessing Uisce Éireann Asset" is included in section 7.</p>
6.4.2.9	<p>Where a construction project or programme involves works on a number of Uisce Éireann assets; the process outlined in section 6.4.2.8 must be implemented at each asset.</p>

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6.4.2.10	<p>The Lead Co-ordinator for PSCS's (as referenced in 6.4.2.6 and 6.4.2.7) should arrange co-ordination with any other works the project will interface with (timing of co-ordination meeting/arrangements must be agreed with the Employer's Representative).</p> <p>All interface arrangements must be communicated by the PSCS to all relevant parties (representatives of all construction projects, entity in control of the site and the Employer's Representative).</p> <p>All interface arrangements will be monitored throughout the duration of the project.</p> <p>The output from this co-ordination meeting/arrangement will result in the PSCS documenting the following:</p> <ol style="list-style-type: none"> 1. Key personnel who will be involved in overseeing/ managing the interface elements. 2. Approach to taking over section of asset from the entity in control of the asset 3. Insurance requirements / considerations between both parties. 4. Securing the areas of the project at the various stages. 5. Approach to both operational and construction safety inductions. 6. Development, review and monitoring of safety documentation relating to the works. 7. Approach to authorisation of permits where required. 8. Key interface activities on the project programme. 9. Collaborative approach to reducing risk on the project by application of the general principles of prevention at all stages of the works. 10. Approach to coordination through the weekly meetings but also on a day to day basis (morning briefings etc.). 11. Approach to Emergency access that may be required by the entity in control of the site during the duration of the Project. 12. Means of physical delineation the construction works on site. 13. Means of notifying intent to attend site. 14. Monitoring: <ul style="list-style-type: none"> • Access control into various areas. • Supervision.
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6.4.3 Construction projects taking place on a live Uisce Éireann Asset (and the construction project includes the Contractor operating the existing plant in Parallel):

6.4.3.1	The Contractor must carry out a risk assessment of the existing plant operations and all documentation present relating to that operation.
6.4.3.2	Where necessary the Contractor shall prepare detailed standard operating procedures (SOPs) and such other documentation as they shall consider

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	necessary to facilitate safe operation of the plant, prior to taking over operation.
6.4.3.3	The contractor shall arrange to have available any items, which they consider necessary for the safe operation of the plant.
6.4.3.4	<p>Where the works involve the expansion or significant upgrade of an existing plant and the said plant is being operated by the Contractor during the design and build phases of a project, the Contractor shall be required to provide delineation between the existing operational area and the construction area insofar as it is possible.</p> <p>Where works are required to be undertaken within the operational area of the site, the Contractor shall ensure that the method of work suitably manages and controls risks arising from the proposed works.</p> <p>The Contractor shall document and communicate as a minimum to the relevant parties the following with regard to the operational element of the project:</p> <ol style="list-style-type: none"> 1. Approach to taking over sections from the operator 2. Key Personnel who will be involved in overseeing/ managing the interface elements and key contacts and key communication channels. 3. Securing the areas of the project at the various stages. Approach to both operational and construction safety inductions. 4. Development, Review and Monitoring of safety documentation relating to the works approach to authorisation of permits which will be used to control works in various areas and on various systems. 5. Key interface activities on the project programme. 6. Collaborative approach to reducing risk on the project by application of the general principles of prevention at all stages of the works. 7. Approach to co-ordination through regular meetings 8. Communication of requirements to on-site staff (both operational and construction). 9. Approach to Emergency access that may be required by the operations Contractor during the duration of the Project. 10. Means of physical delineation from the construction project.

6.4.4 Management Systems – Safety, Quality and Environmental

6.4.4.1	The Contractor shall be required to develop, maintain and implement management systems for quality, safety and environmental related matters aligned to the international standards ISO 9001, ISO 14001 and ISO 45001 or equivalent.
6.4.4.2	Where Joint Ventures are in place, the companies involved must clearly state at tender stage what quality and safety management system will be

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	used for the duration of the project.
6.4.4.3	<p>The scope of management system(s) shall reflect the activities required by Uisce Éireann. These may be separate or integrated systems but where integrated they shall clearly capture the three individual components.</p> <p>The project specific HSQE management plans shall cover all stages of the project; design, construction, and operation phases (where appropriate) and a full copy shall be retained on site for inspection at all times.</p>
6.4.4.4	<p>Prior to commencement of the contract, the Contractor shall submit to the Employers Representative (ER) for review the project specific HSQE management plans (Safety & Health Plan, Environmental, Quality Plan etc).</p> <p>The Employers Representative or their agent shall be notified of any update to the HSQE management plans throughout the project and an updated copy provided promptly to them for the project records.</p>
6.4.4.5	<p>Uisce Éireann shall undertake audits of the Contractors HSQE management systems periodically and the Contractor shall be required to co-operate fully with any requests or requirements associated with same.</p> <p>Where NCR's (Non-Conformance Reports) are raised, the contractor is to provide full evidence of CAPA's (corrective action-preventative action) before the NCR can be closed. This is to be completed in a timely manner and reported back to Uisce Éireann.</p>
6.4.4.6	<p>Records shall be legible, readily identifiable and retrievable for all activities undertaken. Retention times shall be established and recorded. All data (electronic or otherwise) collected and gathered for the Employer's activities shall be readily downloadable and transferable into a format suitable for Uisce Éireann Requirements.</p>

6.4.5 Environmental Awareness

6.4.5.1	<p>Uisce Éireann requires that works are carried out in an environmentally responsible manner.</p> <p>The Contractor shall familiarise themselves with the Employer's environmental commitments and requirements for the contract as contained in the Employers Requirements and ensure compliance with those requirements as well as any applicable Acts, Regulations and Standards.</p>
6.4.5.2	<p>The Contractor shall ensure that all persons engaged on the project are aware of their environmental responsibilities as contained in the Environmental Management Plan for the Project and the potential impacts on the environment of their activities and behaviours.</p>

6.4.6 Sustainability Planning and Design

6.4.6.1	Uisce Éireann requires that there be consideration and assessment of
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	environmental constraints and risks for the project.
6.4.6.2	<p>Whilst Envirokit screening shall have taken place during the 'concept design', the Designer shall undertake its own assessment based on its design.</p> <p>Envirokit shall act as a high-level assessment for the project at planning and design stage to identify the potential environmental constraints. It shall not replace the need for specialist scoping nor absolve the Designer of its responsibility to identify and comply with all legal requirements.</p>
6.4.6.3	<p>A Waste Management Plan is required at design stage to ensure waste arisings are designed out as far as possible at an early stage and to maximise resource efficiency. For example; WMP at design stage to detail Article 27 by products opportunities.</p> <p>The WMP will detail as a minimum estimated waste (including hazardous) quantities in tonnes with associated LoW code, description of waste and source. The WMP at design stage shall detail any resource efficiency opportunities that can be progressed at design and during construction.</p> <p>The Waste Management Plan at design shall be kept as a live document and updated by the Contractor as works develop.</p>

6.4.7 Quality

6.4.7.1	<p>A Quality Plan must be prepared by the Contractor with the objective of ensuring that processes are in place to ensure the required standard of quality throughout the project. This plan must be a bespoke, project/site specific document.</p> <p>The minimum requirements of a Quality Plan are outlined below:</p> <ul style="list-style-type: none"> • Purpose of Document • Scope of the Project • Company Contract Details • Quality Objectives • Management of Quality <ul style="list-style-type: none"> ◦ Organisational Charts ◦ Roles and Responsibilities • Control of Documents • Quality Records • Design Control • Control of Sub-contractors and Suppliers • Control of Non-conformance (Corrective action-preventative action) • Quality inspection and testing • Materials approvals • Monitoring & measuring equipment • Customer care • Training and development
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	<ul style="list-style-type: none"> • Internal communication • Audit and Inspection • Snagging & de-snagging • Management of change • Completion and handover of completed works • ISO Certifications <p>The Quality Plan will be reviewed and revised regularly by the Contractor to ensure that it is relevant to the stage that the project is at.</p> <p>The Quality Plan must be a live document and must be communicated to all parties on the project to ensure that its objectives are both understood and met.</p> <p>The Contractor shall submit the Quality Plan to the Employer’s Representative for review and shall be kept in the project records and updated as required as the project progresses.</p> <p>The Quality Plan will be supported by and include a library of approved and up to date Inspection & Test Plan (ITP) which will be supported by individual and sufficiently detailed Work Inspection records to accurately record inspections.</p> <p>The Inspection and Test Plan must include (But not limited to) the following:</p> <ul style="list-style-type: none"> • Work Scope – Defines what is being inspected or tested. • Inspection & Test Stages – Identifies the critical points for inspection (e.g. before, during, and after a process). • Acceptance Criteria – Specifies the standards, codes, or specifications the work must meet. • Test Frequency – Indicates how often inspections/tests occur. • Responsible Parties – Lists who performs the inspection (Contractor, Resident Engineer Subcontractor, client etc). • Control Type and Responsibility (i.e. Notification Point, Witness Point, Hold Point, Testing Point & Approval Point) • Verification of records & documentation – approved documentation, work inspection records, test records. • Inspection Methods – Describes how inspections and tests will be carried out (e.g. visual inspection, non-destructive testing, pressure testing).
6.4.7.2	<p>The Contractor must have competent personnel in place who supervise works and inspect materials to ensure the required quality standard of the works is maintained.</p> <p>There must be a named individual in the Contractor’s organisation who is responsible for ensuring quality on the Project and this must be outlined in the Quality Plan.</p>

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	Any proposed changes by the Contractor to competent personnel appointed to supervise and inspect works must be pre-approved by ER/Site Supervisory Staff.
6.4.7.3	There must be frequent documented quality inspections of works and materials. Quality Audits must be scheduled in line with the programme to ensure that they have a proactive and positive effect on the project. Audit reports must be made available to the Employer's Representative.
6.4.7.4	There must be an effective process for identifying and acting on non-conformances. A Corrective Action Register (CAR) must be in place, with timelines and RAG status, to track all non-conformances to closure. The Corrective Action Register status must be given in monthly reports.
6.4.7.5	The Contractor must have processes for the following: <ul style="list-style-type: none"> • Means of checking quality documentation issued by Contractors and Suppliers • Means of accepting completed works from Contractors.
6.4.7.6	Uisce Éireann may conduct Quality Audits of the Contractor's Quality Plan and Quality Management System throughout the contract. The Contractor shall facilitate this process and shall make available for review any documentation and records relevant to the project. Auditors may take evidence of any findings for record purposes. This may be through imagery of written records.

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6.4.8 Emergency Preparedness

6.4.8.1	<p>The Contractor shall develop a project specific Emergency Response Plan and must ensure that emergency plans and procedures are specific to the project site and relevant to the risks of the works being undertaken. The Emergency Response Plan must be documented, readily accessible and clearly communicated to all.</p> <p>The Emergency Response Plan should be reviewed and updated throughout the project to take into account any changes which may affect the plan.</p> <p>Where the project involves the Contractor operating an existing asset; the emergency plans must cover both operational and construction activities and be clearly communicated to all.</p>
6.4.8.2	<p>Interfaces between the Contractor, entity in control of the site (when working on existing assets), and external organisations in the management of emergencies shall be identified.</p> <p>All personnel shall be made aware of their individual roles and responsibilities in the event of an emergency and such roles documented in the Construction Stage Safety and Health Plan.</p>
6.4.8.3	<p>Personnel shall be provided with such training as they may require to enable them to perform their respective duties.</p>
6.4.8.4	<p>First aid facilities and qualified first aiders shall be provided based on the number of personnel and risks present at each location, taking into account, where appropriate, the transient and isolated nature of the works and the associated risks. The facilities required, number of first aiders required and their contact information shall be documented in the project Safety and Health Plan.</p>
6.4.8.5	<p>Plans, procedures, equipment and personnel shall be tested at regular intervals through drills and exercises.</p> <p>Where relevant, these shall involve the entity in control of the site (when working on existing Uisce Éireann assets) and external organisations. Frequency of plans and drills shall be documented in the project Safety and Health plan. All exercises and drills completed must be recorded and included in project reports.</p>
6.4.8.6	<p>Responses to emergencies, both real and simulated, shall be reviewed and any improvements identified shall be incorporated into the emergency management systems.</p>
6.4.8.7	<p>The Contractor shall ensure for all work locations personnel are aware of the site address/co-ordinates which can be provided to the emergency services in the case of an emergency.</p>

6.4.9 HAZOPs

6.4.9.1	<p>Uisce Éireann has chosen the Hazard and Operability or (HAZOP) technique as its process hazard analysis technique of choice.</p>
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	Hazard and Operability Studies (HAZOPs) are a form of hazard identification used to identify potential hazards and operational problems in terms of plant design and human error. PS-HS-PR-001 (HAZOP Procedure), outlines how Uisce Éireann requires the HAZOP technique to be used in final design of any new process and to determine whether existing or designed safeguards are sufficient, or whether additional actions are necessary to reduce risk to an acceptable level.
6.4.9.2	A Schedule of the HAZOP should be provided with the project schedule.

6.4.10 ATEX and Electrical Apparatus

6.4.10.1	The Designer shall be required to show evidence that they have given due consideration to ATEX Regulations and Uisce Éireann requirements (Assessment of explosion risk Reg. 169. of Health and Safety at Work General Application Regulations. Part 8 – Explosive Atmospheres at Work) at a minimum, relevant EN Standards and Uisce Éireann’s TEC-600-08 Design Standard for Explosive Atmosphere Compliance) in their design and they shall clearly demonstrate how any plant or equipment they propose to install ensures the integrity of the zoning and ensure that the appropriate measures are implemented to control the associated risks.
6.4.10.2	Where works are being completed on an existing operational site, the Designer, PSDP & PSCS shall be required to familiarise themselves with the layout of the works and any relevant zoning under the ATEX Regulations. They should also obtain a copy of the Explosion Protection Document from the operator.
6.4.10.3	Where existing plant and equipment is installed in areas where persons involved in the construction project considers that it should have an ATEX zoning & associated rating but such zoning & associated rating is not present or where zoning is in place but associated plant or equipment is not of suitable type (ATEX rated for the zone) and upgrading works are not proposed to be undertaken as part of the contract in those areas, they shall notify such issues to the Employers Representative as soon as they becomes aware of it. However, this shall not absolve the Contractor of their requirement to satisfy the regulations.

6.4.11 Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH).

6.4.11.1	REACH regulations are intended to afford a high level of protection of human health and the environment from the use of chemicals. Under these Regulations the Uisce Éireann is classified as a ‘downstream user’.
6.4.11.2	The Contractor shall ensure they meet the requirements of the Chemical Agents’ Regulations 2021.
6.4.11.3	The Contractor shall ensure that where hazardous chemicals are proposed for use as part of his process, they shall supply a Safety Data Sheet (SDS)

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	complying with REACH. The SDS supplied must be in the language of the country in which it is placed on the market and must contain the 16 headings as set out in Article 31(6) of the REACH Regulation.
6.4.11.4	The Contractor shall ensure that the risk from hazardous chemical agents to the safety and health of employees and to the environment is assessed and eliminated so far as is reasonably practicable or reduced to a minimum ensuring safe storage, handling, use and segregation, including refuelling of plant/equipment and while using or storing small plant.
6.4.11.5	Spill kits suitable for the types of chemicals in use on the site shall be available at all times.

6.4.12 Assessment of Existing Services

6.4.12.1	The Designer must contact the relevant network owner/operator to obtain up to-date maps and records of all overhead and underground services so they can assess the risks early in the design process.
6.4.12.2	The Designer should inspect the site to assess the situation in relation to existing services and consult with the PSDP if required to determine if existing services will influence the design options
6.4.12.3	If there are existing services present on site and if these services will have an adverse effect on safety during construction, the Contractor must ensure the network owner/operator is contacted to formulate risk control measures to prevent accidental contact or near contact with such services
6.4.12.4	The Contractor is responsible for co-ordinating (co-ordinating the design of temporary works) putting up barriers, bunting, height-restricting goalposts, warning signs and lighting etc where plant and machinery or vehicles may cross under overhead powerlines. Other structures such as physical barriers should also be installed as required to prevent unsafe activity in hazard zones.
6.4.12.5	Identifying issues with existing services early in the design process and planning for them is key to controlling hazards. Designer / PSDP shall ensure arrangements are in place before any construction work commences and documented in the Safety and Health Plan.
6.4.12.6	The ESB Code of Practices for Avoiding Danger from Overhead Electricity Lines and For Avoiding Danger from Underground Services must be adhered to by all respective parties. Note: Appendix 1 provides guidance of working in the vicinity of underground services

6.4.13 Grid Flooring

6.4.13.1	Where works are being completed on an existing Uisce Éireann asset: the PSCS shall ensure all grating/grid platforms and walkways are checked to ensure they are secure and stable.
6.4.13.2	Any defects in grid flooring highlighted during the design stage of a project by the PSDP or PSCS should be notified to the entity in control of the asset. If

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	required, the Contractor shall barrier off the area
6.4.13.3	The Designer should design so as to remove/minimise the need to lift grating and where this is unavoidable; the designer must design/put in place a safe system of lifting/opening which ensures the safety of personnel and security of panel.
6.4.13.4	The Access at Height, Edge Protection and Grid Flooring Specification document TEC-600-01 should be referenced for all projects and programmes. (Refer to section 7 for a link to document).

6.4.14 Planning of Activity

6.4.14.1	All parties that will be involved in the management of an activity must be involved in the planning so that they can raise any health, safety, environmental or quality concerns and provide constructive feedback relating to their part in the process.
6.4.14.2	The planning of activities should be facilitated by the Contractor through workshops, meeting discussions etc. This will also involve risk assessment and the application of the general principles of prevention (hierarchy of control) to ensure that the safest approach is taken. Where changes occur during the construction phase of an activity; there must be clear guidance provided to those competing the task of the steps to take to reassess such changes. The process for managing changes to design/work methods should be clearly documented in the Health and Safety Plan and communicated to site personnel.
6.4.14.3	Constructability Reviews must be carried out and recorded for elements of safety critical works to ensure that the safest system and sequence of work is selected. The PSCS, PSDP, Designers, relevant Contractors and Employers' Representatives should attend constructability reviews

6.4.15 Risk assessment of Activity

6.4.15.1	The risk assessment must be specific to the task and location and look at all elements of the sequence of the works to ensure a safe outcome. Those involved in the planning of the activity must feed into this process to ensure continuity of approach and to avoid any misinterpretation. Risk assessments must be available on site at all times.
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6.4.16 Method statements/Safe systems of work/Communication of Risk

6.4.16.1	The Method Statement must be specific to the task and location. Method statements must be available on site at all times.
6.4.16.2	The method statement must facilitate 'Hold Points'.

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	<p>It is critical that a “Hold Point” be put in place where an unexpected circumstance has been encountered as many of our incidents have occurred where there has been a change in circumstances that has not been assessed. This ‘Hold Point’ must have a formal process on how to update Method Statements/Daily Risk Assessments to record/communicate deviations and/or changes to planned work activities.</p> <p>The idea of the “Hold Point” is that you stop and await the direction of a competent person.</p>
6.4.16.3	The Contractor will develop Method Statements/Risk Assessments; and review training records of personnel involved in the task and shall also review plant and equipment certification prior to the commencement of works.
6.4.16.4	The Contractor will coordinate Mech /Elec Isolations and Lock Out Tag Out (LOTO) of live/energised and pressurised systems in conjunction with the Operator and respective Contractor(s)
6.4.16.5	The Contractor will have effective means of communicating to all parties so that there is no ambiguity as to the requirements of the particular activity and evidence of this communication must be available. The risk assessment must be communicated in a form, manner, language that can be understood by all involved in the activity. There may be a requirement for the Contractor to have an appropriate number of Interpreters who are easily identifiable as well as pictorial signage in various languages

6.4.17 Communication & Consultation

6.4.17.1	The Contractor will be required to have processes that ensure good communication between all parties on the project - the Client, Designers, Project Supervisor Design Process, Health and Safety Coordinators, Employers Representatives, Sub-Contractors and the entity in control of the site (where working on an existing Uisce Éireann asset).
6.4.17.2	The Contractor will facilitate communications with site safety representatives and make them and Uisce Éireann aware when HSA inspectors are onsite.
6.4.17.3	The Contractor will be required to communicate health and safety matters through use of effective means while on site. The Contractor will facilitate this through Whiteboard meetings, Toolbox Talks, Safety Conversations & Briefings with site construction personnel.
6.4.17.4	<p>The Contractor will hold Project co-ordination meetings with the Client, Contactors, entity in control of site (where working on existing Uisce Éireann assets), Resident Engineer and Employer’s Representative.</p> <p>These meetings should have structured agendas with a focus on accident/incident prevention through planning of upcoming works and co-ordination of ongoing activities. All meetings minutes should be recorded.</p>
6.4.17.5	The Contractor will chair a Project post commencement H&S meeting. The timing of the meeting will be decided by Employers Representative in consultation with the Contractor. This meeting will be required to take place circa 4- 6 weeks after project starts or when construction has been fully

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	established on site and aims to review that Uisce Éireann HSQE requirements have been communicated and managed by the Contractor to date. Appendix 4 provides details of the minimum requirements for such meetings.
6.4.17.6	The Contractor will attend Interface Meetings with the entity in control of the asset or other stakeholders where required.
6.4.17.7	Employees must have a forum where they can provide feedback on any issues of concern. Safety Representatives (where required) must be in place for the project and there should be a structured process linking them to the Safety Management structure of the Project.

6.4.18 Permanent and Temporary works design

6.4.18.1	All permanent works design (including Supplier design items such as structural steel, glazing, precast, cladding etc.) must be designed by a competent designer.
6.4.18.2	Design safety reviews and design risk assessments must be carried out and all necessary information must be issued to the Project Supervisor Design Process.
6.4.18.3	Temporary works encompasses all works undertaken as part of a project, which work will not form part of the permanent structure. Temporary Works are removed after use; some examples of Temporary Works include access scaffolds or stairs, props, shoring, excavation/opening covers, excavation support, falsework, and formwork, hoarding, site gates, this list is non-exhaustive. In some cases, the erection of signage can be considered as Temporary Works.
6.4.18.4	Temporary Works must be risk assessed, designed / chosen by a competent person, built in accordance with the design by competent people, disassembled and coordinated with the PSDP & PSCS. The Contractor shall appoint, in writing, competent personnel for Temporary Work's roles; <ul style="list-style-type: none"> • Temporary Works Co-Ordinator, TWC • Temporary Works Supervisor, TWS • Temporary Works Designer, TWD The TWC, TWS and TWD should have the competency and authority, including the relevant training to fulfil these roles, to be effective, which includes stopping the work if it is deemed not satisfactory.
6.4.18.5	The PSDP shall ensure those who are responsible for the design of Temporary Works risk assess their design and apply the general principles of prevention.
6.4.18.6	The PSDP shall ensure where Temporary Works impacts a permanent structure, that design coordination takes place between the TW designer and permanent works designer. Documented evidence of this co-ordination must be maintained by the PSDP
6.4.18.7	The PSDP should have an up to date register of temporary works and temporary work certificates, or other formal co-ordinated process, available throughout the life cycle of the project.
6.4.18.8	Appendix 5 outlines the minimum requirements for temporary design works

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	on Uisce Éireann projects.
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6.5 PART 3 CONSTRUCTION STAGE

6.5.1 Changes to Design or Scope

6.5.1.1	Where changes are required to the works (e.g. changes to design during construction, additional works of a different scope or nature, etc.), the party initiating the proposed change shall provide such information as may be required by the PSDP to enable them to assess such works prior to any implementation.
6.5.1.2	The PSDP shall ensure that where additional risks that are encountered as a result of such proposals that the Designer(s) has properly considered and recorded such risk. On receipt of all pertinent information, the PSDP and PSCS shall also assess any potential impact on time related aspects of the project and communicate such impacts to the Employers Representative.

6.5.2 Update the PSDP Project Execution plan

6.5.2.1	<p>The PSDP for the construction phase prior to construction commencing shall update the PSDP Project Execution Plan (as referenced in section 6.3.4.2) specifically covering how the role of Project Supervisor Design Process will be executed for the project.</p> <p>Details should include:</p> <ol style="list-style-type: none">1. Resourcing of the role to ensure its effectiveness.2. Details of how the General Principles of Prevention will be taken into account with regard to design coordination on the project.3. Details of the process the PSDP will apply to ensure effective coordination of Designers on the project to ensure an overall design that is safe to construct, operate, maintain and ultimately de-construct.4. Details of how the General Principles of Prevention will be taken into account when deciding on organisational and technical aspects when planning works that take place simultaneously.5. Details of Meetings and Workshops that will be scheduled to ensure that the PSDP is both active and effective in their role.6. Details of the approach to be taken regarding temporary works design coordination at constructions stage.7. Details of the proposed communication lines with all relevant parties involved in the project (Client, Designers, PSCS, and Utility Providers etc.).8. Details of how the PSDP will ensure that it has sufficient information included in the safety file in accordance with the client's requirements for the duration of the contract.
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6.5.3 Change of PSDP

6.5.3.1	Where there is a change of PSDP, a documented change over plan must be completed to facilitate the transfer of information between the outgoing and incoming PSDP. This plan shall be initiated by the outgoing PSDP.
6.5.3.2	Where the role of Project Supervisor is being terminated, this will be completed by Uisce Éireann via the PS-HS-FM-115 form.

6.5.4 Change to personnel fulfilling Statutory or Supervisory roles.

6.5.4.1	Where the Designer, PSDP, PSCS or Contractor at any stage of the contract make personnel changes to their management teams from the personnel that were outlined at the tender stage; such changes must be notified in writing to the Employer Representative to seek written confirmation of acceptance of such changes. All personnel changes must be updated in the Safety and Health Plan.
6.5.4.2	Where the Designer, PSDP, PSCS or Contractor at any stage of the contract make personnel changes to their management teams from the personnel that were outlined at the tender stage; a changeover period of the personnel should be agreed with the Employers Representative.
6.5.4.3	The Designer, PSDP, PSCS or Contractor shall provide evidence of the competency of any personnel changes should they occur during the life cycle of the project to the Employers Representative. The proposed personnel should have the same level of competence (training, knowledge, experience) as those they are replacing on the project.

6.5.5 Site Supervision

6.5.5.1	The Contractor shall ensure that there is, always, an adequate level of competent Supervision in place who are well informed, trained, experienced and authoritative in their roles so that they can monitor and give direction to ensure that all activities are executed safely.
6.5.5.2	A person in charge of works (PICW) shall be nominated by the Contractor and is responsible for safety of personnel on site and risk assessment. The following requirements shall be adhered to; <ul style="list-style-type: none">• 1 PICW – Max 5 Crews (No more than 15 Operatives in total)• To be present on-site daily• Directly employed by the Contractor• All PICW's shall have the IOSH Safety, Health, and Environment for Construction Site Managers (5 Day) certification (or equivalent) as a minimum. Minimum of 5 years' experience in the management of construction site works

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6.5.5.3	<p>A Works Supervisor shall be nominated by the Contractor and is responsible for ensuring RAMS are followed.</p> <p>The following requirements shall be adhered to;</p> <ul style="list-style-type: none"> • 1 Works Supervisor - Max 8 Operatives • Present on site at all times during works • Employed by the Contractor or Subcontractor • All WS's shall have the UÉ Work Supervisor Training Programme Certification as a minimum. Training previously completed in accordance with the previous rev of this document is still valid until the expiry date. All new training required from the date of this Document (Rev3) must comply with the new requirement.
6.5.5.4	<p>The Contractor shall complete an appointment form, including a competency assessment, for each nominated PICW and WS, which shall be attached to their Construction Stage Safety & Health Plan and available on site for review at all times.</p> <p>(Refer to Section 7 for Uisce Éireann's PICW PS-HS-PR-029-FM-03 & WS PS-HS-PR-029-FM-04 appointment forms)</p>
6.5.5.5	<p>Both the PICW and Works Supervisor shall be expressly named on all Risk Assessment & Method Statements (RAMS) and other Safety Management Plans (Permits to Work, Safe Systems of Work Plans, etc.) for the works they are responsible for.</p>
6.5.5.6	<p>When the PICW or Works Supervisor are on leave or absent from site, supervision of equivalent competency shall be in place as outlined in 6.5.5.2 and 6.5.5.3. The appointment process 6.5.5.4 should also be followed.</p>
6.5.5.7	<ul style="list-style-type: none"> • For short duration (< 1 day) works, where the risk assessment determines that there is a low degree of risk of harm to personnel, the Contractor may use a digital system of remote PICW supervision, in lieu of providing daily site visits from the PICW. The process of risk assessing the works should be reviewed with Uisce Éireann in advance and documented in the associated RAMS. • For short duration works under a programme where the Contractor determines that a daily visit is not required and the PICW can fulfil their supervision duties remotely, the PICW requirement to attend site once daily can be extended to once per week. <p>Evidence of how remote supervision is being achieved must be available on site, i.e. the digital system must have capability to review and approve daily works including access to photos of works as part of the process of remote supervision for RAMS Approval, Permit approvals etc. Where this digital system is not available or where the digital system is showing insufficient through inspection the requirement to attend site once daily will be required.</p>
6.5.5.8	<p>The Contractor shall have adequate Health and Safety resources allocated to the project. Resourcing levels must be agreed with the employer's representative prior to commencement and document in the project Safety and Health Plan</p>
6.5.5.9	<p>The Contractor must ensure that sub-contractors have competent safety resources allocated to the project.</p>

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6.5.5.10	If a Contractor has over 20 personnel on a project a full time Health and Safety Officer is required.
6.5.5.11	Contractor directors and senior managers must visit sites associated with Uisce Éireann projects and programmes, which their organisation are contracted to complete, at the following frequencies: <ul style="list-style-type: none"> • Directors - minimum of 2 visits per year • Senior Managers - minimum of 1 per quarter

6.5.6 Contractor Induction

6.5.6.1	The Contractor shall ensure that all persons engaged in works on the site undergo a Health & Safety induction prepared by the Contractor; the Contractor shall also set out his expectations which as a minimum shall include: <ul style="list-style-type: none"> • UÉ Safety Beliefs • Am I SAFE? Advice • Safety Culture • Critical Risks • Safety Observation Reporting • Project scope • Site Management • Existing site hazards (When working on an operational site) • HSQE policies, • Accident and incident reporting • Behaviour on site, • Mobile phone usage on site, • Site rules which may apply, • Parking of vehicles, • HSQE management plans, • PPE types required and suitable usage, • Welfare facilities available, • Notification of all confined spaces/restricted areas/exclusion zones/Atex areas, • Waste disposal expectations, • Emergency/first aid arrangements, • Any other expectation the Contractor may require.
6.5.6.2	The induction should confirm the methodology to be utilised on site to highlight changes in risk as the project progresses.
6.5.6.3	For visitors to site: The Contractor shall ensure that all persons entering the site are informed of the site rules, PPE requirements, behavioural expectations, etc and provided with such information covering general risks on site and regarding the works being undertaken on the day as is necessary to ensure their safety and wellbeing whilst on the site. One-off or irregular visitors to site shall be accompanied at all times.

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6.5.7 Training

6.5.7.1	Uisce Éireann requires that all persons engaged in activities on sites be in possession of a valid Safe-Pass card or equivalent.
6.5.7.2	Uisce Éireann requires that all persons engaged in activities on site shall have undergone manual handling training.
6.5.7.3	Uisce Éireann requires that where activities being undertaken require specialised training, personnel must be in possession of the appropriate valid training.
6.5.7.4	The Contractor shall ensure all personnel involved in Uisce Éireann projects have the appropriate training for the tasks they are involved in and the plant and equipment being operated.
6.5.7.5	The Construction Skills Register (CSR) Northern Ireland one day health and safety course is the only course recognised by SOLAS as equivalent to the SOLAS Safe Pass course i.e. CSR cards are equivalent to Safe Pass cards. Any person wishing to avail of this recognition must be in possession of a current CSR card. Acceptable CSR cards should have the words “Accredited Safety Training” written on the back of the card. There is currently no mutual recognition agreement with the Construction Skills Register in relation to SOLAS CSCS cards in the Republic of Ireland and therefore not acceptable on Uisce Éireann projects. (Advisable for contractors to keep informed of SOLAS requirements)
6.5.7.6	The Contractor shall satisfy themselves that all training that does NOT fall under Schedule 5 of the Construction Regulations 2013, but is required by other legislation or good practice, will be delivered by approved and certified training providers, to ensure the competency of their workforce. For the avoidance of confusion on projects, a procedure/policy shall be in place and held on site.

6.5.8 Permit to work

6.5.8.1	In addition to the Contractor’s own controls; Uisce Éireann requires that as a minimum the Contractor utilises a permit to work system for the following types of works: <ul style="list-style-type: none"> • Confined space entry • Hot works • Asbestos • Electrical works (LOTO) • Pressure Testing • Excavations (permit to excavate) • Works carried out in areas under the control of others. • Works carried out under Overhead Powerlines • Work at Height
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	The Contractor may utilise permits to work for such other activities as they deem necessary.
6.5.8.2	The permit to work system utilised for the project must be documented in the Construction Stage Safety and Health Plan.
6.5.8.3	A permit to work system is a formal procedure to ensure that the system of work is properly planned and implemented for jobs which have a significant risk.
6.5.8.4	Where such permits are in operation, they shall be signed off by the competent person who shall in turn ensure that all parties engaged in the works are familiar with the terms of the permit and that all control measures identified are in place and remain so until the works are completed, and the permit is closed.
6.5.8.5	Permits must only be issued by the Contractor/Entity in Control of the asset as relevant. Where permits are issued by the Entity in Control of the asset, the Contractor must be made aware of them.
6.5.8.6	All issued Permits will be returned/surrendered to the issuing entity upon inspection of the completed task/s and are available for inspection. A register of all permits should be maintained on site.

6.5.9 Welfare Facilities

6.5.9.1	The Contractor shall be responsible for the provision of an eating area, means of sheltering and drying clothing, hot and cold running water and WC facilities for all personnel. These facilities shall be in the immediate vicinity and/or in a convenient, readily accessible location. Where welfare facilities are not provided on site the travel distance is such that it does not act as a deterrent to its usage (non-drivers to be considered).
6.5.9.2	Where there are more than 5 persons at work welfare facilities shall be as required by Part 14 of the Safety Health and Welfare at Work (Construction) Regulations 2013 (SI 291).
6.5.9.3	Where there are 5 persons or less at work and the works are planned, at a minimum, Uisce Éireann requires that the Contractor shall provide a chemical toilet, hot and cold running water and an eating area at a distance no greater than a 10 minute journey from where the works are taking place, unless otherwise approved by the Employer.
6.5.9.4	Where, arrangements are in place to use shared WC facilities, the Contractor must demonstrate to the satisfaction of Uisce Éireann that arrangements have been agreed with the owner/operator for the shared usage of such facilities. Such arrangements must be documented in the construction stage health and safety plan.
6.5.9.5	Facilities must be readily accessible to the worksite, open at all relevant times, be at no cost to the workers and be of an acceptable standard in terms of cleanliness. The Contractors personnel (including subcontractors) should at all times be aware of the arrangements which have been made and be obliged to utilise them.

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6.5.10 Personal Protective Equipment (PPE)

6.5.10.1	<p>All persons engaged on Uisce Éireann sites shall as a minimum be required to wear</p> <ul style="list-style-type: none"> • High visibility clothing (minimum vest or jacket) • Hard hat, fitted with chin strap for working at height • Eye protection • Gloves (Type of gloves used should be based on risk assessment) • Safety boots with steel toe caps and mid sole.
6.5.10.2	<p>The Contractor must ensure all tasks completed are risk assessed and identifies the type and standard of PPE required.</p>
6.5.10.3	<p>All personal protective equipment shall be maintained in a clean and presentable manner at all times.</p>
6.5.10.4	<p>Where the Contractor has his own requirements for personal protective equipment which exceed the requirements of 6.5.10.1, they shall ensure that all persons entering the site are made aware of such additional requirements.</p>
6.5.10.5	<p>Where works involve saw cutting in the vicinity of underground services, all personnel engaged in such activities shall be required to wear dielectric footwear as a minimum for the duration of the activity.</p>
6.5.10.6	<p>In addition to the requirements of 6.5.10.1; suitable and sufficient personal protective equipment as determined by task specific risk assessments shall be available on site at all times and shall, where identified as a requirement, be utilised by persons engaged in such tasks.</p>
6.5.10.7	<p>The Contractor shall provide for a minimum of six (6) sets of PPE for use by visitors to the site. The minimum PPE requirements for visitors to the site shall be:</p> <ul style="list-style-type: none"> • High visibility vest or jacket • Hard hat fitted with chin strap for working at height • Eye protection • Gloves • Safety boots with steel toe caps and mid sole. <p>Additional PPE shall be worn where visitors are accessing areas governed by task specific risk assessment which determined such a requirement (e.g. hearing protection) or where such other items are reasonably directed by the Contractor to conform to his standards. Visitors shall not be allowed entry into areas where specialised training is required unless evidence is available that they possess the appropriate training.</p>
6.5.10.8	<p>Eye protection may only be removed where a signed risk assessment demonstrates that to not do so would, in the circumstances, present a greater risk. This risk assessment is required to be completed per task.</p> <p>Appropriate equipment for cleaning safety glasses (e.g. cleaning solution and tissues) shall always be available.</p>

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6.5.11 House keeping

6.5.11.1	<p>The Contractor must encourage a culture that eliminates untidy behaviour and poor storage standards.</p> <p>The Contractor must carry out routine checks to ensure that the required standards are being consistently met.</p>
6.5.11.2	<p>All items must be stored safely in accordance with Manufacturer's requirements.</p>
6.5.11.3	<p>Materials must not be stacked but where unavoidable be safely stacked/stored on sufficient footing so as to prevent risk of injury as a result of collapsing, toppling etc.</p>
6.5.11.4	<p>Materials must be stored so as not to cause slips/trips/falls.</p>
6.5.11.5	<p>There must always be safe access to and around materials.</p>
6.5.11.6	<p>Materials must be adequately secured against wind. (See Appendix 2 regarding guidance on pipe transport, handling and storage)</p>
6.5.11.7	<p>The Contractor must plan and co-ordinate deliveries in a sensible controlled manner as they are required to avoid large storage areas being needed. Multiple movements of materials & equipment can lead to damage or degradation of materials.</p>

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6.5.12 Prevention of damage to underground services.

6.5.12.1	The H.S.A Code of Practice for Avoiding Danger from Underground Services must be adhered to by all respective parties.
6.5.12.2	The Contractor must ensure that all works near services are planned and coordinated to prevent risk of injury to workers or others in the area & prevent damage to services.
6.5.12.3	Where required; contact must be made with the service owner/supplier and their recommendations must be taken into account to prevent risk of contact with services.
6.5.12.4	The Contractor must ensure competent Supervision and resources are available to carry out the task.
6.5.12.5	All service strikes or near misses must be reported to Uisce Éireann, outlined in section 6.5.28.1.

6.5.13 Working in the vicinity of an overhead powerline.

6.5.13.1	The ESB Code of Practice for Avoiding Danger from Overhead Electricity Lines must be adhered to by all respective parties.
6.5.13.2	Where works are to be completed in the hazard zone of an overhead powerlines a site-specific risk assessment and permit to work is required which covers and records the following as a minimum: The height of the line, (measured using a cable height meter reader) taking into account any possible sag; The serial number of the equipment used to measure. The voltage of the line and the exclusion zone (which must not be breached) required as outlined in the COP. The maximum potential height that the equipment can reach. Specify the limits to which the equipment can operate to. Restrictors must be fitted to all plant that has the potential to breach the exclusion zone. The possible effect of varying or changing ground levels within the hazard zone on the height of the line. The possible effect of works on support structures such as poles, towers, stay wires and other structures. All other protective controls that are required including barriers, goalposts, warning signs, bunting etc. (OHL inspections to be completed on these weekly)
6.5.13.3	The site specific risk assessment and method for working in the vicinity of the overhead powerline should be prepared in consultation with those completing the works.
6.5.13.4	Where there is a risk that works could accidentally breach the exclusion zone of an overhead powerline: <ul style="list-style-type: none"> • Ensure a documented risk assessment as outlined in section 6.5.13.3 is completed and communicated to those involved in the works. • Use only equipment that has certified operational limiters installed to prevent any part of the equipment breaching the exclusion zone. • Before work commences ensure only a competent person sets and fixes these limits and that the limits are verified by testing.

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	<ul style="list-style-type: none"> A Banksman/Signaller must be in place for each item of plant and equipment. The Banksman/Signaller must always be in communication with the machine operator and must not undertake any other work activity while work in the Hazard Zone is in progress.
6.5.13.5	All service strikes or near misses must be reported to Uisce Éireann, outlined in section 6.5.28.1.

6.5.14 Excavations

6.5.14.1	<p>Planning:</p> <ul style="list-style-type: none"> All excavation works must be planned, organised, inspected and completed by competent persons. Planning should be in consultation with those undertaking the works. Plan ahead - Carry out a full review of the work area, access routes and consider public safety and emergency rescue before works commence. All excavations must be kept to a number, size, depth and length which can be safely managed, supervised and secured by the contractor at all times, both during and out of working hours. This shall include for the protection against unauthorised access, storage of materials, spoil, plant, equipment and deliveries. Where the excavation requires the use of traffic management, the contractor shall be cognisant of the risks associated to members of the public, and their workers, when planning, conducting, managing and completing the works. Reinstatements completed on National Roads shall comply with the TII publication, "Requirements for the Reinstatement of Openings in National Roads"
6.5.14.2	<p>Risk assessment:</p> <ul style="list-style-type: none"> A documented task specific risk assessment must be completed by a competent person before undertaking any excavation works including the contractor's inspection process for the excavation (throughout the duration of the works). Safe and unobstructed access and egress should be provided at all times. The size of the openings/access points should be adequate and free from obstruction to allow for safe access and egress for persons wearing the necessary PPE. Access/egress points should also be suitable to facilitate emergency rescue. The competent person completing the risk assessment must assess the need to install trench supports (or other alternative protective measures) even in relatively shallow excavations, particularly if ground conditions are particularly poor or the nature of the work requires workers to crouch or kneel in an excavation. The stability of nearby structures must be considered by the competent person risk assessing the excavation. Adequate control measures must be in place to avoid

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	<p>exposure to hazardous atmospheres. (Excavations can have very poor natural ventilation and therefore may fit criteria of a confined space.)</p> <ul style="list-style-type: none"> • Adequate controls must be in place to avoid accumulation of water in the excavation. Any dewatering should be completed in a controlled manner. • All excavations near to which persons are working and where persons could fall are either fenced or securely covered. The fencing or covers must only be removed to allow access of persons/equipment and reinstated immediately. • Where road plates are required to temporarily cover an excavation this activity must be risk assessed. Road plates are only to be used as a short-term temporary solution, i.e. for emergencies and not where live traffic will be crossing. Road plates are to be fixed in place. Use of these shall be supported by Temporary Works design. • A specific Emergency Rescue plan should be in place for all deep excavations, and all involved should be briefed so that they know what to do if an emergency occurs. • Ensure all required controls are implemented and communicated to those involved before works begin.
6.5.14.3	<p>Temporary Works in Excavations:</p> <ul style="list-style-type: none"> • Lower risk excavations (some, although low, degree of risk of harm to members as a result of the working environment determined by Contractor's Risk assessment), from 1.25m to 3m deep, a TWC should, using a design brief, assess the type of temporary works required (proprietary trench support system, battering, stepping of excavation sides etc.). • The use of any non-proprietary excavation supports including struts or bracing must be certified by a TWD. • Higher risk excavations of any depth (where the risk assessment determines that there poses a greater degree of risk of harm) and all excavations >3m deep, a TWD should, using a design brief, assess the type of temporary works required and issue a site-specific temporary work design, where required. • Temporary Works must be designed, co-ordinated, supervised and installed by competent personnel as outlined in appendix 5. • The Contractor must outline in their Construction stage Health and Safety Plan how temporary works will be designed, co-ordinated and supervised on site. The plan should name the TWD, TWC and TWS. • Access/Egress arrangements should be considered as part of the temporary works design.
6.5.14.4	Supervision:

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	<ul style="list-style-type: none"> Ensure adequate site supervision and resources are in place at all times. When this is not the case STOP and Do Not Proceed until both are available.
6.5.14.5	<p>During works:</p> <ul style="list-style-type: none"> Where personnel are required to work in excavations, it must be ensured that they are inspected by a competent person daily and that this is recorded on an AF3 form, regardless of their depth. Inspection of support systems should also be carried out and should be recorded. Ensure that plant, machinery, and excavated material are kept a suitable distance back from the edges of excavations to prevent surcharging and collapse of the excavation's sides. Suitable edge protection must be in place to prevent personnel from falling into excavation and plant from approaching the edge of the excavation. Services must be protected from damage and supported where necessary. Temporary Works may be required.
6.5.14.6	Please refer to Appendix 6 for Uisce Éireann's Excavation Safety guidance document

6.5.15 Confined Space

6.5.15.1	The Code of Practice for Working in Confined Spaces must be adhered to by all respective parties.
6.5.15.2	<p>The term Confined Space means any place, including any vessel, tank, container, vat, silo, hopper, pit, bund, trench, pipe, sewer, flue, well, chamber, compartment, cellar or other similar space which, by virtue of its enclosed nature creates conditions which give rise to a likelihood of accident, harm or injury of such a nature as to require emergency action due to:</p> <p>a) The presence or reasonably foreseeable presence of:</p> <ul style="list-style-type: none"> (i) flammable or explosive atmospheres, (ii) harmful gas, fume or vapour, (iii) free flowing solid or an increasing level of liquid, (iv) excess of oxygen, (v) excessively high temperature. <p>b) The lack or reasonably foreseeable lack of oxygen.</p>
6.5.15.3	Before carrying out work which involves entry into a confined space, the contractor shall ensure a site-specific risk assessment and permit to work is to be completed by a competent person to determine what measures need to be taken to ensure the safety and health of those entering and working in the confined space.
6.5.15.4	The Contractor shall ensure that confined space works are adequately planned, assessed, appropriately supervised.
6.5.15.5	All persons involved in confined space work, whether in supervising, planning or implementing the safe system of work or in participating in the rescue

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	arrangements should be adequately trained.
6.5.15.6	A specific Emergency Rescue plan should be in place for confined space entries, and all involved should take part in periodic rescue drills.

6.5.16 Asbestos

6.5.16.1	The Contractor must adhere to the HSA Practical Guidelines on ACM Management and Abatement and the Safety, Health and Welfare at Work (Exposure to Asbestos) Regulations, 2006 (S.I. No. 386 of 2006) as amended by Safety, Health and Welfare at Work (Exposure to Asbestos) Regulations 2010 (S.I. 589 of 2010)
6.5.16.2	The Contractor is to ensure an exposure limit value of 0.1 fibres per cm ³ is not exceeded for all types or mixtures of asbestos types. Exposure must be less than 0.1 fibres per cm ³ as an 8-hour time-weighted average (TWA).
6.5.16.3	Before carrying out work which involves asbestos, the contractor shall ensure a site-specific risk assessment and permit to work is to be completed by a competent person to ensure the safety and health of those working in the presence of asbestos-containing materials. This assessment should determine the nature and degree of exposure, type and condition of asbestos and identify the necessary measures to be taken.
6.5.16.4	Air monitoring (sampling) is required to be carried out by an independent competent analyst, where exposure limit value will be exceeded. It must be representative of personal exposure by means of measurements or time-weighted averages.
6.5.16.5	Where required, the Contractor is to notify the Authority of asbestos work activities, including the plan of work, 14 days in advance of the work starting.
6.5.16.6	Ensure that adequate information, instruction and training is given to all employees who are, or are liable to be, exposed to asbestos, and to those who supervise such employees.
6.5.16.7	Basic asbestos safety awareness training must be provided to all employees who are or are likely to be exposed to asbestos-containing dust. Lower risk asbestos work - In addition to the basic asbestos awareness training, persons who will intentionally disturb low risk ACMs, should receive additional training, specific to the risks associated with low risk asbestos work. An asbestos awareness course is not sufficient, as per the HSA Practical Guidelines on ACM Management and Abatement Document. Specialist asbestos abatement training must be carried out by a competent independent training body.

6.5.17 Work at Height

6.5.17.1	A task specific risk assessment and permit (where required) must be completed by a competent person before undertaking any work at height. All work at height must be planned, organised and completed by Competent persons.
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6.5.17.2	Contractors must follow the General Principles of Prevention for managing risks from work at height – take steps to avoid, prevent or reduce risks
6.5.17.3	A work at height permit is required where edge protection cannot be provided, is not viable or needs to be removed. A permit is also required for the use of ladders where 3 points of contact cannot be maintained.
6.5.17.4	The Contractor must ensure the risk assessment outlines the most suitable work equipment and select collective measures to prevent falls (such as guard rails and working platforms). Other measures which may only reduce the distance and consequences of a fall (such as nets or airbags) may only be used where the risk assessment determines that collective measures to prevent falls are not reasonably practicable. Fall-arrest through personal protection equipment should only be utilised when all other preventive measures have been exhausted. The risk assessment must consider adequate controls to prevent equipment/materials falling from height.
6.5.17.5	Contractors must ensure all equipment used for work at height is properly inspected and maintained. Systems and processes for inspecting and maintaining must be documented in the task specific risk assessment and Safety and Health plan for the project.

6.5.18 Use of Ladders

6.5.18.1	Ladders should be used only for access/egress where 3 points of contact can be maintained, where possible, or where a safer means has been eliminated using the Principles of Prevention. Where ladders are to be used, the contractor must adhere to the following as a minimum; <ul style="list-style-type: none"> • Plan and organise the work • Carry out a Task Specific Risk Assessment • Only use a ladder where a risk assessment shows the use of other work equipment is not practical and the work is low risk and of short duration. • Select and use the most appropriate work equipment • Ensure that equipment used for work at height is used correctly, inspected, and maintained. • Implement a work at height permit and additional controls where 3 points of contact cannot be adhered too.
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6.5.19 Site Vehicles, Plant and Machinery

6.5.19.1	All site vehicles or machinery shall comply with the requirements of the Safety Health and Welfare at Work (Construction) Regulations with respect to vehicles requiring auxiliary devices and visual aids, certification, etc. as well as complying with all statutory requirements such as licence plate, motor tax etc. where operating in a public place.
6.5.19.2	Contractors must have processes in place to ensure that any equipment selected is adequate for the activity, inspected prior to use, certified (where required under regulation – i.e. Lifting equipment, Portable Appliance

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	Testing), operated by a competent operator and maintained to ensure that it will not cause harm to personnel or the environment. Periodic inspections must be completed by a competent person, appropriate to the nature location and use of the equipment.
6.5.19.2	<p>Site Vehicles, Plant and Machinery movement must be risk assessed to ensure adequate control measures have been implemented to control interface between other vehicles/plant and pedestrians including but not limited to the following</p> <ul style="list-style-type: none"> • Traffic management/Site traffic management plans with division of pedestrian and machinery movements. • A Banksman should be in place for plant movement where required • 'Thumbs up' communication method or other suitable communication method in place. • Machinery fitted with audible and visual safety equipment. • Hi-Viz PPE being worn at all times.
6.5.19.3	There should also be an effective Preventative Maintenance Strategy in place for all equipment.
6.5.19.4	All plant which is being accepted onto an Uisce Éireann project must be accepted onto site by the contractor using the "Uisce Éireann Plant Acceptance Form" PS-HS-PR-029-FM-01 or contractor's own process which covers at a minimum the requirements of the Uisce Éireann form. This form should be available on site for review. (Refer to section 7 for link to document)
6.5.19.5	Where modifications are made to the design, function or safety of machinery (e.g. significant new hazards and risks are introduced) it may amount to being considered a "new" machine (or new assembly), for which you must undertake conformity assessment and meet all relevant requirements of any relevant product supply legislation before use on a UÉ projects.
6.5.19.6	As per H.S.A. guidance, semi-automatic quick hitches are not permitted on Uisce Éireann Projects.
6.5.19.7	<p>Where site dumpers are used on public roads; a task specific risk assessment must be completed which takes into account:</p> <ul style="list-style-type: none"> • Is the item of plant insured, registered and roadworthy for use on a public road. • Is the plant equipped with the appropriate lighting to comply with legislation. • Review the task to ensure that the dumper is the most suitable item of plant to safely complete the task. • Competency of the driver using this item of plant in close proximity to members of the public. • The category licence that the driver requires to operate the plant on a public road. • Loading procedure of the vehicle. • Assessment of the material being transported. • Sight lines of the operator.
6.5.19.8	Use of Cranes:

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	The Code of Practice for the safe use of cranes (I.S. 360:2019); specifies requirements for the safe use of cranes. Its provisions include the management, planning, and selection of competent people, associated with crane operations, erection and dismantling, maintenance, operating conditions, weather conditions and special applications with cranes. Where cranes are utilised on Uisce Éireann projects the requirements of this code of practice must be adhered to.
6.5.19.9	<p>Where towing is required a task specific risk assessment must be completed which takes into account but not limited to:</p> <ul style="list-style-type: none"> • The category licence that the driver involved in towing equipment is required to have, considering the vehicle being used and weights. • Training that may be required depending on type of trailer or equipment being towed. • The capacities of the towing vehicle and trailer/equipment being towed. • The type of brakes required on the trailer. Trailers with a MAM more than 750kg or half the laden weight of the towing vehicle to which they are attached require brakes. They must also be fitted with a parking brake and a breakaway cable. Older trailers that don't have a breakaway cable must have a secondary coupling (a chain or wire rope) fitted instead. • Safety chain/cables being used have correct safety ratings and training required for the correct attachment points. <p>* 'Road safety advice and driver licensing rules for drawing light trailers' document has further helpful information on towing requirements.</p>

6.5.20 Traffic Management

6.5.20.1	Where works are to be undertaken within an enclosed site area such as a treatment plant site, the Contractor shall carry out a risk assessment and implement a Construction Site Traffic Management Plan to ensure insofar as possible the clear division of pedestrian and machinery movements and shall also include methods for managing such items as site deliveries and speed restrictions for vehicle movements within the site.
6.5.20.2	Where a clear division of pedestrian and plant cannot be put in place (As per 6.5.20.1) the Contractor shall document in the Construction Stage Health and Safety plan how this risk will be managed and communicated during the project.
6.5.20.3	Where parking of contractors or contractor employees' vehicles is permitted on the site, this shall be in a controlled clearly delineated area and where possible, reverse only parking shall be utilised.
6.5.20.4	Where works are in roadways, the Contractor shall be required to consult with any statutory or other authority concerned. A TTM risk assessment must identify where a standard design from a suite of standard TTM layouts can be used, where that cannot be applied a site specific TTM plan must be in place and designed by a competent traffic management designer. The TM

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	design risk assessment must consider any construction activity which may affect the use of the public highways or roadways.
6.5.20.5	Where works are in roadways, the Contractor shall comply with the requirements of all relevant acts and regulations and recognised practices as defined in the Traffic Signs Manual – Chapter 8 – Temporary traffic measures and signs for Roadworks issued by the Department of Transport, and the Guidance for the Control and Management of Traffic at Roadworks – issued by the Department of Transport, NRA and Local Government Management Services Board and any other pertinent requirements.
6.5.20.6	Following consultation with the appropriate bodies, employer's representatives and in line with contract/agreement requirements the contractor shall submit to Uisce Éireann their proposals for traffic management which shall provide particular details as to proposals for pedestrian movements, laydown/site delivery locations, lane closures, road closures, associated diversions, etc. that may be required. These proposals will include plans to cater for the requirements of vulnerable road users, including but not limited to the requirements of pedestrians, cyclists, people with disabilities and parents with young children.
6.5.20.7	The Contractor shall not commence any work which affects the public highway until all necessary traffic safety measures are fully operational are inspected/signed off by a competent person.
6.5.20.8	The Contractor shall ensure that all traffic management on public roads shall be set up, managed and inspected by suitably trained personnel.
6.5.20.9	When working on public roads, the Contractor shall avoid unnecessary parking of Contractor's vehicles in the vicinity of the works and materials not for immediate use shall be stored in one of the designated areas. The Contractor is to ensure there is suitable & safe provision for materials to be stored within the works area or if space is limited stored off site & brought in when required.
6.5.20.10	The Contractor must take cognisance of the need for the emergency services access during or out of working hours. Access for the emergency services should be maintained or arrangements made for during the works. Where this need arises, the Contractor shall plan for this in advance, document the arrangements and communicate this to their personnel involved. If required consult with the emergency services. All equipment required to ensure for the safe and unhindered access of the emergency services shall be readily available during and out of working hours.
6.5.20.11	The contractor must ensure deliveries & collections are carried out safely. There must be effective co-operation and communication between the entity in control of the site and those completing the deliveries or collections. Loading, unloading, and securing risks must be assessed, including location of delivery, traffic, pedestrians, time of delivery (out of hours), exclusion zone etc. Safe systems of work must be planned, implemented, and supervised for all deliveries and collections to and from the site.

6.5.21 Lighting

6.5.21.1	When working in poorly illuminated work areas these tasks should be
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	<p>planned and risk assessed to ensure the general principles of prevention are applied – i.e. elimination, substitution etc. This will allow for a supply of adequate lighting and any temporary works design that may be required. The risk assessment should take into account:</p> <ul style="list-style-type: none">• The equipment being used to illuminate the area and any hazards associated with the same (Halogen lights can cause fires and this needs to be factored into any risk assessment – i.e. they should not be left on over long periods of time, they should not be set up near flammable materials etc.)• Location and inspection of the equipment being used (Where working in hours of darkness Shadows can cause blind spots and subsequent accidents/incidents. It is therefore critical that lighting be monitored on a continuous basis during use.)
6.5.21.2	All Access routes should be clearly lit.
6.5.21.3	Lights should be set up in such a way as to allow maximum lighting over the task.
6.5.21.4	Lighting must not be positioned where it can cause glare to oncoming traffic or residential areas.

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6.5.22 Taking into account inclement weather condition

6.5.22.1	A process must be in place between the PSCS and Contractor to ensure site is safe in inclement weather.
6.5.22.2	In cases of inclement weather, it may not be safe to work on site and the Contractor must have a policy addressing this issue as well as making the site safe for others who may be affected (nearby landowners, traffic, members of the public etc.)
6.5.22.3	<p>During windy weather the Contractor shall ensure the following is taken into account: <i>(Note: This list is non exhaustive and only indicative of the types of precautions that need to be taken)</i></p> <ul style="list-style-type: none"> • Ensure that fencing such as Heras Panels are secure. (double clipped as per manufacturers guidance) • Ensure that cones, where in use are sandbagged or similar to ensure safety. • Ensure that scaffold planks are secured – and that there is a check done that the scaffold is safe to use after any winds. • Ensure that there are no light materials on the scaffold, roofs or anywhere else around site that could become airborne in windy conditions. • Ensure that signage is secure. • Care to be taken when opening/closing container doors. • Frequently check public areas to ensure that items remain secure.
6.5.22.4	<p>During wet weather the Contractor shall ensure the following is taken into account: <i>(Note: This list is non exhaustive and only indicative of the types of precautions that need to be taken)</i></p> <ul style="list-style-type: none"> • Adequate Welfare Facilities must be provided and maintained as per legislative requirements. • Electrical equipment is minimised, and any equipment used is a suitable IP Rating. The site is monitored during periods of wet weather and areas may need to be closed off. • Method Statements may require “Hold Points” to address this issue. • Mud on roads from construction traffic – causing risks of collisions etc. There may be a requirement for a wheel wash or other means of cleaning machinery prior to entering public roads. Road sweeps should be used regularly to maintain the roads. Advance warning signage should be in place to advise motorists of hazard. Frequent monitoring required and this should be documented. • Poor visibility – It may be necessary to curtail operation of plant etc. • Siltation of streams and rivers – A detailed Construction Environmental Management Plan must be in place for the Project and each Method Statement should provide details of how silted water will be dealt with relevant to that specific element of works. The control measures must be monitored by competent personnel using structured processes that can be audited. There must also be provision for any emergency scenario.

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	<ul style="list-style-type: none"> • All spoil heaps should be sealed by battering or similar. • Stability of edges on excavations, trenches to be inspected after wet weather before any works commences within them.
6.5.22.5	<p>During Snow/ice conditions the Contractor shall consider the ensure the following is taken into account: <i>(Note: This list is non exhaustive and only indicative of the types of precautions that need to be taken)</i></p> <ul style="list-style-type: none"> • Arrangements should be made to minimise risks from snow and ice. This may involve gritting, snow clearing and closure of some routes, particularly outside stairs, ladders and walkways on roofs. • To highlight associated risk to all persons on site. (Increased risk of muscle cramps etc) – It may be necessary to warm up prior to task. • Service markings are reviewed as they may be covered.

6.5.23 Contamination of Water supplies

6.5.23.1	In coming into contact with potable water, numerous organic chemicals, notably phenols, react to give rise to unacceptable taste and odours in the water. The Contractor shall protect surfaces and of openings of pipelines and water retaining structures from contamination with phenolic compounds such as oil, petrol and bituminous products, other than those approved for use in the Works according to a specified working method.
6.5.23.2	The Contractor shall be responsible for decontaminating any area of accidental spillage and for any consequential costs of testing the effectiveness of remedial measures.
6.5.23.3	Any contamination of the water supplies could create dangers to public health and in this respect the Contractor is expected to take every precaution to prevent contamination.
6.5.23.4	Before any person engaged on an Uisce Éireann project commences work, they shall be notified of the need for personal hygiene and the dangers of contamination by the Contractor.
6.5.23.5	The Contractor's staff and any sub-contractors working on potable water systems shall have successfully a water hygiene course. The Contractor's staff and any sub-contractors must always carry their water hygiene card whilst on site and present it on request.
6.5.23.6	If any staff employed by the Contractor or sub-contractor contract illnesses, such as infective jaundice, gastro-enteritis, persistent diarrhoea or prolonged unexplained fevers, it must be reported through the Contractor to the Employers representative immediately. Medical advice must also be sought. Infected people will not be permitted to work on Uisce Éireann projects or to enter Uisce Éireann operational Sites without first obtaining authorisation from an appropriate medical authority. The Contractor shall have processes in place to manage the same.
6.5.23.7	The Contractor shall ensure that they has sufficient chlorines wipes available at all times to maintain an appropriate level of cleanliness for his tools, equipment, pipe & fittings.
6.5.23.8	All water fittings must be kept within sealed wrappings and must not be stored on the floor of vans or warehouses at any time

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6.5.23.9	All water pipe should be capped until it is being used.
6.5.23.10	Where the Contractor suspects that a contamination incident has occurred, the Contractor shall notify the Uisce Éireann immediately via the Employers representative or Uisce Éireann Programme Manager.
6.5.23.11	The Contractor shall ensure all employees working on Public Water Supply Sites complete a Health Questionnaire. The Contractor as the employer shall maintain such records for the duration of the project. The form is in Appendix 7 - Clean Water Worker Medical Certificate / Questionnaire.

6.5.24 Waste Management

6.5.24.1	The Employer requires that as a minimum the Contractor must adhere to the requirements of the Waste Management Act 1996 Revised Updated to 14 April 2020, all relevant waste management regulations, acts, standard and Uisce Éireann Waste Management Policy AMS-AMT-POL-026. In addition, the Contractor must comply with any additional measures required for any hazardous wastes produced by his activities
6.5.24.2	Uisce Éireann requires that the principals of the waste hierarchy are considered for all waste generated at the site, and that waste is managed in a way to protect and enhance the environment.
6.5.24.3	The contractor shall implement a Construction and Demolition Waste Management Plan (WMP) for the site in accordance with Uisce Éireann and DOHLGH Guidance The Contractor must implement a Construction and Demolition Waste Management Plan (WMP) for the site in accordance with Uisce Éireann and DOHLGH Guidance <i>As a minimum, the WMP must include;</i> <ul style="list-style-type: none"> • Waste streams including LoW code • Waste description • Source of waste • Carrier details with licence number and address • Disposal locations details with licence number and address • Transfer station details with licence number and address • Docket number from Waste Transfer Notes assigned to each waste stream removed from site • Waste quantities given in Tonnes The WMP must be updated on site by the contractor and retained on site for inspection and compliance purposes and included in the safety file. All associated waste transfer notes/dockets must be retained on site for inspection and compliance purposes. The WMP must also include any hazardous waste material.
6.5.24.4	The Contractor shall ensure that all persons engaged in the project are

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	aware of their responsibilities in relation to the waste management plan and that that all waste management activities are undertaken in accordance with the relevant regulations.
6.5.24.5	<p>All by product arising from construction works must be considered as early as possible. Uisce Éireann encourages the Article 27 approach for the reuse of material within the site boundary. The Uisce Éireann preferred approach is for Article 27 notifications to be conducted by contractors. Since responsibility for the appropriate management of the material remains with Uisce Éireann as the ultimate producer, appropriate governance by Uisce Éireann of the process is required. Uisce Éireann therefore requires:</p> <ul style="list-style-type: none"> • To be informed of Article 27 notifications proposed and being developed for materials managed on its behalf. • Article 27 notifications must not be submitted without Uisce Éireann having provided a letter of declaration. • The contractor must follow EPA guidance on Article 27 requirements

6.5.25 Monthly Report

6.5.25.1	<p>Uisce Éireann requires the Contractor to provide information relating to quality health, safety and environmental issues. Where the task duration is less than one (1) month they shall submit a single set of task data or where the task duration exceeds one (1) month, they shall report on a monthly basis. By not later than the seventh working day of the month following: The Contractor shall Submit:</p> <p>Health & Safety Information</p> <ol style="list-style-type: none"> a) Number of man hours completed during the Task or month including those of sub-contractors. b) Number of inductions for the month c) Number of safety observations for the month d) Number of TBT or safety initiatives completed on site during the month e) Accident / Incidents / Dangerous Occurrences <ul style="list-style-type: none"> • <i>Number of lost time injuries (> 3-day HSA. reportable).</i> • <i>Number of lost time injuries (< 3 -day non-reportable).</i> • <i>Number of non-lost time injuries (e.g. first aid only).</i> • <i>Number of injuries to members of the public (regardless of whether liability is accepted).</i> • <i>Number of reportable dangerous occurrences.</i> • <i>Number and information on ESB services strikes (Depth of Service/What it was struck by/cause of damage or injury/Voltage of service.</i> • <i>Number and information on gas service strikes (Depth of Service/What it was struck by/cause of damage or injury/pressure of service.</i> • <i>No. of other strikes: Eir/Duct/Water</i> f) Details of Inspections / Audits
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	<ul style="list-style-type: none"> • <i>Uisce Éireann HSQE inspection score</i> • <i>Contractor HSQE inspection score</i> • <i>Number of Contractor HSQE inspections planned for the month ahead</i> <p>g) Details of Site visits:</p> <ul style="list-style-type: none"> • <i>Number of visits H.S.A (Finding from visits/inspections/ enforcements and correspondences)</i> • <i>Contractors Senior Management Site Leadership visits</i> <p>Environmental Information</p> <p>a) Environmental Incidents and Information</p> <p>b) Waste records</p> <ul style="list-style-type: none"> • <i>Quantities and types of materials used (Tonnage of various waste streams generated, and treatment /disposal routes implemented for all wastes generated.)</i>
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6.5.26 Site Supervisory Inspections

6.5.26.1	The Contractor shall make themselves available to meet with the Employers Representative to review the findings of his/her weekly HSQE Inspection PS-HS-FM-095. Where issues are identified the Contractor shall be required to remedy same within an agreed timeframe.
6.5.26.2	The Contractor shall carry out HSQE inspections fortnightly at a minimum. Where the Contractor identifies high risk items or Serious issues these must be notified to the Employers Representative immediately and suitable controls measures implemented.

6.5.27 HSQE inspections & Audits

6.5.27.1	Uisce Éireann recognises that it is in a position to influence safety standards on sites. Uisce Éireann may carry out health, safety, quality and environmental related inspections of the site.
6.5.27.2	The Contractor shall be required to facilitate and co-operate with such inspections. The frequency of such inspection will be dependent on no. of factors including but not limited to: Where the score obtained in the last inspection is less than the required percentage to achieve a pass rate Where specific HSQE concerns are raised by a stakeholder.
6.5.27.3	Where issues are identified the Contractor shall be required to remedy those issues within an agreed timeframe
6.5.27.4	The Uisce Éireann inspector may be on site for up to 5 hours to undertake such inspections, depending on the conditions found and the nature and

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	<p>extent of the works. The Contractor is not required to accompany the inspector on such inspections but should make themselves or a representative available if possible. Further information may be requested by the inspector to support the inspection which the contractor must make available for review prior to the inspector leaving site. The Contractor must be available at the end of the inspection to enable the inspector to convey his/her findings.</p>
6.5.27.5	<p>Uisce Éireann Construction Specialist may complete Quality inspections on projects, the Contractor shall be required to facilitate and co-operate with such inspections.</p>
6.5.27.6	<p>Uisce Éireann may carry out audits from time to time (usually 1 per year). The Contractor shall be required to facilitate and co-operate with such audits. Where issues are identified, the Contractor shall be required to remedy those issues within an agreed timeframe.</p>
6.5.27.7	<p>The Contractor is required to carry out HSQE Audits on management systems to ensure that they are being adhered to.</p>

6.5.28 Incident Reporting

6.5.28.1	<p>In addition to the Contractors own procedures, the Contractor shall comply with the Uisce Éireann requirements with regards to the reporting of accidents, incidents, dangerous occurrences and near misses* in accordance with the Uisce Éireann incident process maps: (Please refer to section 7 for links to the process maps): HSQE-SOP-024-PRO-023 – Low Level Incident HSQE-SOP-024-PRO-024 – High Level Incident HSQE-SOP-024-PRO-025 – HiPO Level Incident</p> <p>All Incidents are to be submitted using the IDD UÉ PIR Template PS-HSQE-SOP-024-FM-012.</p> <p>UÉ Delivery Partner Accident/Incident Guidance document PS-HSQE-SOP-024-GL-01 aids in understanding the reporting and investigation processes for incidents and to ensure a consistent approach is maintained so that lessons can be learnt to prevent reoccurrence.</p> <p>* Uisce Éireann define near misses as “Unsafe act, condition, unplanned event or non -compliance with the potential to cause injury or damage to plant people or the environment.” these must be reported as per Uisce Éireann’s incident process regardless of contractor’s own definition within their safety management system if the criteria align with Uisce Éireann definition of a near miss.</p>
6.5.28.2	<p>Uisce Éireann have placed additional emphasis on any “event that, under different circumstances, could have resulted in catastrophic loss, serious injury or fatality”- referred to as high Potential Incidents (HiPO’s). Where</p>

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	incidents occur on Uisce Éireann projects which Uisce Éireann deem as HiPO's additional information and investigation will be requested to prevent re occurrence and to share learnings with all stakeholders and business partners
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6.5.29 Safety file

6.5.29.1	The PSDP shall develop the Safety File in accordance with Uisce Éireann requirements as set out in PS-HS-PR-064-FM-01 (Refer to Section 7 for link to document),
6.5.29.2	The safety file must be issued to the employer's representative in line with the project Contract requirements.
6.5.29.3	Where the Contractor assumes the role of the operator of the works, the Contractor shall ensure that the Safety File is kept up to date throughout the operational phase.

6.5.30 Operation and Maintenance Manual

6.5.30.1	The contents of the Operation and Maintenance Manual shall be in accordance with the Uisce Éireann requirements PS-HS-FM-107 as set out in the contract documents.
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6.5.31 Security of the Works area & Entrance Gate Requirements

6.5.31.1	<p>The Contractor shall be responsible for the security of the site and ensure that the surroundings and the perimeter are laid out so as to be clearly visible and identifiable and have appropriate signboards.</p> <p>Uisce Éireann requires that all of its construction sites are clearly delineated and secured from the surrounding uses and that access is restricted to those who are permitted to be on the site only.</p>
6.5.31.2	<p>The contractor should ensure adequate controls are in place at the main access gates to permit unauthorised access.</p> <p>The methodology for such control shall be either closed gate with contact numbers displayed for obtaining access, no direct access to the works area with access being through a controlled area such as the Contractors' compound or by fulltime security guard at the access gate.</p> <p>The chosen method for access control should be set out in the construction stage safety and health plan.</p>
6.5.31.3	Where work is being competed on a live operational site and the contractor has not responsibility for the security of the complete site, arrangements shall be made with the entity in control of the site to manage access and egress. Such arrangements shall be documented in the project Safety and Health

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	Plan.
6.5.31.4	<p>At each entrance gate(s) to the site the Contractor shall display signage clearly indicating the minimum requirements for PPE for the site together with such other signage as may be required to suitably inform those entering the site of the anticipated risks contained therein.</p> <p>They shall also display such items as emergency contact details, site rules, etc as they may require. All signage shall be in accordance with the Safety, Health and Welfare at Work (General Application) Regulations 2007 and any amendments thereof.</p>
6.5.31.5	<p>Sign in requirements: The Contractor shall ensure that they keeps a record of all persons entering and exiting the site daily.</p> <p>This record shall include as a minimum the name of the entrant to site as well as the time of entry and exit and shall be retained for inspection if sought.</p>

6.5.32 Pressure testing (and/or activities which include water to be under pressure)

6.5.32.1	Testing shall be carried out in accordance with the Uisce Éireann requirements set out in the contract documents.
6.5.32.2	Temporary work designs (designed by a competent Designer) are required for the testing equipment (sizing and assembly and specification of the equipment) and also for any restraints proposed. The Installation of temporary works should be carried out by competent personnel under the supervision of a Temporary Works Supervisor.
6.5.32.3	The contractor shall ensure prior to any pressure testing and/or pressure activity taking place that those involved in the task are competent in the type of activity that is being completed.
6.5.32.4	Pneumatic testing shall not be used as an alternative to hydraulic testing, unless under exceptional circumstances with adequate controls in place and agreed with the Employer's Representative.
6.5.32.5	The Contractor must complete the Uisce Éireann "Proof of Readiness Form TEC-600-05-FM-01 for each specific pressure test completed on an Uisce Éireann Project, and issue to the Uisce Éireann Resident Engineer/Field Engineer in the timeframes required.
6.5.32.6	<p>Prior to any pressure testing (and/or activities which include water to be under pressure), the PSDP/PSCS must confirm the following is in place for the apparatus being tested:</p> <ul style="list-style-type: none"> • Design risk assessment for the apparatus that is being tested. • The apparatus to be tested was constructed to an approved design and construction drawings. • Approved materials were used to construct the apparatus. • Where concrete was used; it must be demonstrated to have met the required strength for testing. • Valves etc been identified, checked & secured. • Pipe or apparatus been safely isolated for testing. • Fitting/s for the permanent apparatus have been inspected,

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	assembled, torqued & checked by the Contractor's competent appointed person.
6.5.32.7	<p>Where pressure testing is to be undertaken, Uisce Éireann requires the following measures to be considered and in place prior to any works testing being undertake</p> <ul style="list-style-type: none"> • Water Mains shall be tested after they are jointed and before full backfilling commences in as far as practicable. During testing, sufficient backfilling material shall be provided above the pipe crown to resist uplift or buckling movement of the pipe and all joints shall be exposed. • Where pipes or end sections are exposed the Contractor shall be required to clearly identify these and ensure that adequate measures are in place to prevent access by unauthorised persons. • Where tests are being conducted in an enclosed location (e.g. pumping station or treatment plant site), all fittings, connections and restraints shall be visually inspected prior to testing and any defects noted and repaired prior to the commencement of the test or prior to any further increase in pressure.
6.5.32.8	<p>Pressure testing (and/or activities which include water to be under pressure) Risk Assessment, Method Statement (RAMS) & Temporary Works</p> <ul style="list-style-type: none"> • Prepare a detailed Method Statement and Risk Assessment for the proposed pressure testing works and the controls to be adhered to. • RAMS shall include drawings/sketches clearly demonstrating the extent of the works, the various locations of testing and the parameters of the exclusion zone. • RAMS shall be supported by Temporary Works design and appropriate temporary works design certificates in place. • RAMS shall ensure the emergency procedures for the testing. • Ensure that all persons engaged in the works and others who may be affected by the works shall be briefed on the testing works to be undertaken and the locations of the testing works. This shall be undertaken by means of toolbox talk which shall be recorded and signed off by all participants. • Ensure personnel engaged in the testing process shall be fully briefed on the content of the RAMS and shall all be required to sign it to confirm their understanding. • Determine an appropriate means of communication between parties engaged in the testing process. • Ensure there is a plan in place for safe depressurisation of the apparatus being tested.
6.5.32.9	<p>Pressure Testing-Traffic & Pedestrian Management</p> <ul style="list-style-type: none"> • Traffic management plans, including those associated with the movement of pedestrians shall be prepared, issued to the PSDP, PSCS and the Employers representative and set up in full accordance with the approved plan. • Where tests are being conducted in an enclosed location (e.g.

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	pumping station or treatment plant site), alternative routes shall be identified where such testing shall be in proximity to traffic movements. All plans to be communicated to the entity in control of the works
6.5.32.10	<p>Pressure Testing-Exclusion Zones / Access and Egress</p> <ul style="list-style-type: none"> • A clearly defined work zone shall be established which shall be adequately segregated from the surrounding area. • Appropriate signage shall be erected to restrict access by personnel and to suitably advise the risks associated with entry. The type of signage required during pressure testing should be documented in the Construction stage Health and Safety plan. • Where works are in enclosed locations such as pumping station or treatment plants, the Contractor shall, by means of a risk assessment, determine a suitable exclusion zone and such zones are physically enclosed & monitored to prevent access to unauthorised personnel. • Exclusion zones shall remain in place and monitored until completion of the testing. • Access to the work area shall be restricted to designated personnel as identified in the Contractors Method Statement. • Evacuation plans and assembly points shall be clearly identified.
6.5.32.11	<p>Pressure testing-Emergency plans / evacuation procedures</p> <ul style="list-style-type: none"> • An emergency plan shall be developed; the details of which shall be communicated to all personnel engaged in the task.
6.5.32.12	<p>Pressure testing-Plant & Equipment</p> <ul style="list-style-type: none"> • The Contractor shall determine the plant and equipment required to safely undertake the testing works and ensure it is available on site. The contractor shall ensure that all equipment is appropriately rated, calibrated and in good working order. • All plant and equipment shall be correctly positioned to ensure the safety of the personnel involved in the task. • The contractor shall ensure any thrust blocks or other anchorages used are sufficient to withstand the forces generated by the pressure test.(Any concrete used has been adequately cured)
6.5.32.12	<p>Pressure testing-Personnel & PPE</p> <ul style="list-style-type: none"> • By means of a risk assessment, the Contractor shall determine the personnel required to undertake and monitor the testing works and shall ensure that any task specific personal protective equipment required is available. • All PPE shall be assessed to ensure it is in good condition/working order in advance of the commencement of the works.
6.5.32.13	<p>Pressure testing-Permit to work</p> <p>The Contractor shall utilise a Permit to Work system for the whole of the testing period. The permit shall be issued to the person in charge of the testing process and shall be closed off by means of 2 signatures; one being the person in charge of the test and the other being the Contractor's Site Supervisor</p>

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6.5.32.14	<p>Pressure testing-Discharged Waters</p> <ul style="list-style-type: none"> • Where, following completion of the testing, disposal of waters is required, the discharge points shall be agreed in advance of the works with the Contractor and the Employers representative. • Where it is proposed to discharge such waters to a public sewer prior approval shall be sought from Employers Representative. • Where discharges are proposed to other locations, the Contractor shall ensure that appropriate licences shall be in place in advance of any works. • Where testing prior to discharge is to be undertaken, the Contractor shall ensure arrangements are in place in advance with an appropriately accredited laboratory and that the testing requirements are adhered to in advance of discharge.
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6.5.33 Lifting Operations

6.5.33.1	<ul style="list-style-type: none"> • The Contractor is to ensure that all lifting equipment provided for use, on Uisce Éireann Projects, complies with EU requirements, for example CE marking, declaration of conformity. Safety, Health and Welfare at Work (general Application) Regulations 2007 – Use of Work equipment. • The Contractor shall ensure that all lifting operations are adequately planned, assessed, appropriately supervised by competent personnel, and carried out to protect the safety of employees. • Lifting operations should be planned and executed by competent personnel with the practical and theoretical knowledge and experience of carrying out lifting operations. The relevant training requirements for the Appointed person, Crane Supervisors, Crane operators and slinger/signallers for lifting operations is outlined in the NSAI standards I.S 360:2019 Code of practice: Safe use of Cranes, Annex A and B and must be adhered to For further information on this, the CIF have a Safe lifting operations Document that provides guidance of key roles, responsibilities and training required.(Refer to Section 7 for link to document)
6.5.33.2	<p>A lift plan should be developed by a competent person for all mechanical lifts from basic lifts i.e. where the load characteristics are considered straightforward and there are no significant hazards, to more complex lifts i.e. where significant hazards have been identified. This plan should be reviewed continuously to ensure it remains valid. The plan should include, but not limited to:</p> <ul style="list-style-type: none"> ➤ Site Conditions/Ground Conditions for crane set up. Where there are concerns on ground conditions, a plate bearing test should be completed. ➤ Weather conditions ➤ Margin of safety ➤ Size and Type of lifting equipment ➤ Type of lifting attachments required, e.g. chains, slings, spreader beam

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	<ul style="list-style-type: none">➤ SWL of all lifting equipment (should never be exceeded)➤ Load weight, dimensions, swing radius➤ Methodology of the lift➤ Risk assessment➤ Thorough examination certificates of lifting equipment. Lifting points are certified ensuring the angle of force is considered as part of the rigging methodology.➤ Training➤ Inspections of equipment➤ Details of personal involved in lift, including names, roles etc <p>The lift plan must be communicated to all parties concerned and signed in acknowledgement that it is understood.</p>
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6.6 HANDOVER STAGE

6.6.1 HSQE Pre- Handover Inspection

6.6.1.1	Uisce Éireann shall undertake an operational based safety inspection of the works not later than one (1) month prior to the issue of the Completion Certificate
6.6.1.2	Should the operational based safety inspection identify issues which are as a consequence of poor design or maintenance by the Contractor, the Contractor shall be required to remedy such items without delay. The Completion Certificate may be withheld in circumstances where the Contractor fails to remedy such items.
6.6.1.3	The Contractor shall provide appropriate training to personal who will be operating the asset.

7. REFERENCED DOCUMENTS

Document Name	Document Number	Location
Low level incident process map	PS-HSQE-SOP-024-PRO-023	Standards and Specifications Website
High Level incident process map	PS-HSQE-SOP-024-PRO-024	Standards and Specifications Website
HiPO Level incident process map	PS-HSQE-SOP-024-PRO-025	Standards and Specifications Website
UÉ Accident/Incident PIR Template	PS-HSQE-SOP-024-FM-012	Standards and Specifications Website
UÉ Delivery Partner Accident/Incident Guidance	PS-HSQE-SOP-024-GL-01	Standards and Specifications Website
Safety file requirements Capital Projects	PS-HS-PR-064-FM-01	Standards and Specifications Website
Management of Safety Files	PS-HS-PR-064	Standards and Specifications Website
Design Risk Assessment Form	PS-HS-FM-037	Standards and Specifications Website
Weekly Site Supervisor HSQE Inspection Form	PS-HS-FM-095	Standards and Specifications Website
Operation and Maintenance Manual Requirement	PS-HS-FM-107	Standards and Specifications Website
UÉ HAZOP Procedure	PS-HS-PR-001	Standards and Specifications Website
UÉ Design Standard for Explosive Atmosphere Compliance	TEC-600-08	Standards and Specifications Website
Access at Height, Edge Protection and Grid Flooring Specification	TEC-600-10	Standards and Specifications Website
Commissioning, testing and	TEC-600-05	Standards and Specifications Website

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handover		
UÉ Waste Management Policy	AMS-SI-POL-026	Standards and Specifications Website
Termination of Project Supervisor	PS-HS-FM-115	Standards and Specifications Website
Preliminary Health and Safety plan content list	ID-PO-GL-008	Standards and Specifications Website
Pressure Testing Proof of Readiness Form	TEC-600-05-FM-01	Standards and Specifications Website
Mobile plant Acceptance to Site Form	PS-HS-PR-029-FM-01	Standards and Specifications Website
Notification of Asset Delivery Business Partner accessing Uisce Éireann Asset	PS-HS-PR-029-FM-02	Standards and Specifications Website
Appointment Form for the Role of Person in Charge of Works (PICW)	PS-HS-PR-029-FM-03	Standards and Specifications Website
Appointment Form for the Work Supervisor (WS)	PS-HS-PR-029-FM-04	Standards and Specifications Website
Safety, Health and Welfare at Work (construction) regs 2013		https://www.irishstatutebook.ie/eli/2013/si/291/
Safety, Health and Welfare at Work (Extractive Industries) Regs 1997		https://www.irishstatutebook.ie/eli/1997/si/467/made/en/print
Reg (EC) No 1272/2008 – classification, labelling and packaging of substances and mixtures (CLP)		https://osha.europa.eu/en/legislation/directives/regulation-ec-no-1272-2008-classification-labelling-and-packaging-of-substances-and-mixtures
European communities (classification, packaging and labelling of Dangerous preparations) regs 2004		https://www.irishstatutebook.ie/eli/2004/si/62/made/en/print
Clients in Construction Best Practice Guidance 2009		https://www.hsa.ie/eng/publications_and_forms/publications/construction/clients_in_construction_best_practice_guidance.pdf
Safety, Health and Welfare at Work (General Application) Regs 2007		https://www.irishstatutebook.ie/eli/2007/si/299/made/en/print
Safety, Health and Welfare at Work (Chemical Agents) Regs 2001		https://www.irishstatutebook.ie/eli/2001/si/619/made/en/print
ESB Code of Practice for Avoiding Danger from		https://www.esbnetworks.ie/docs/default-source/publications/code-of-

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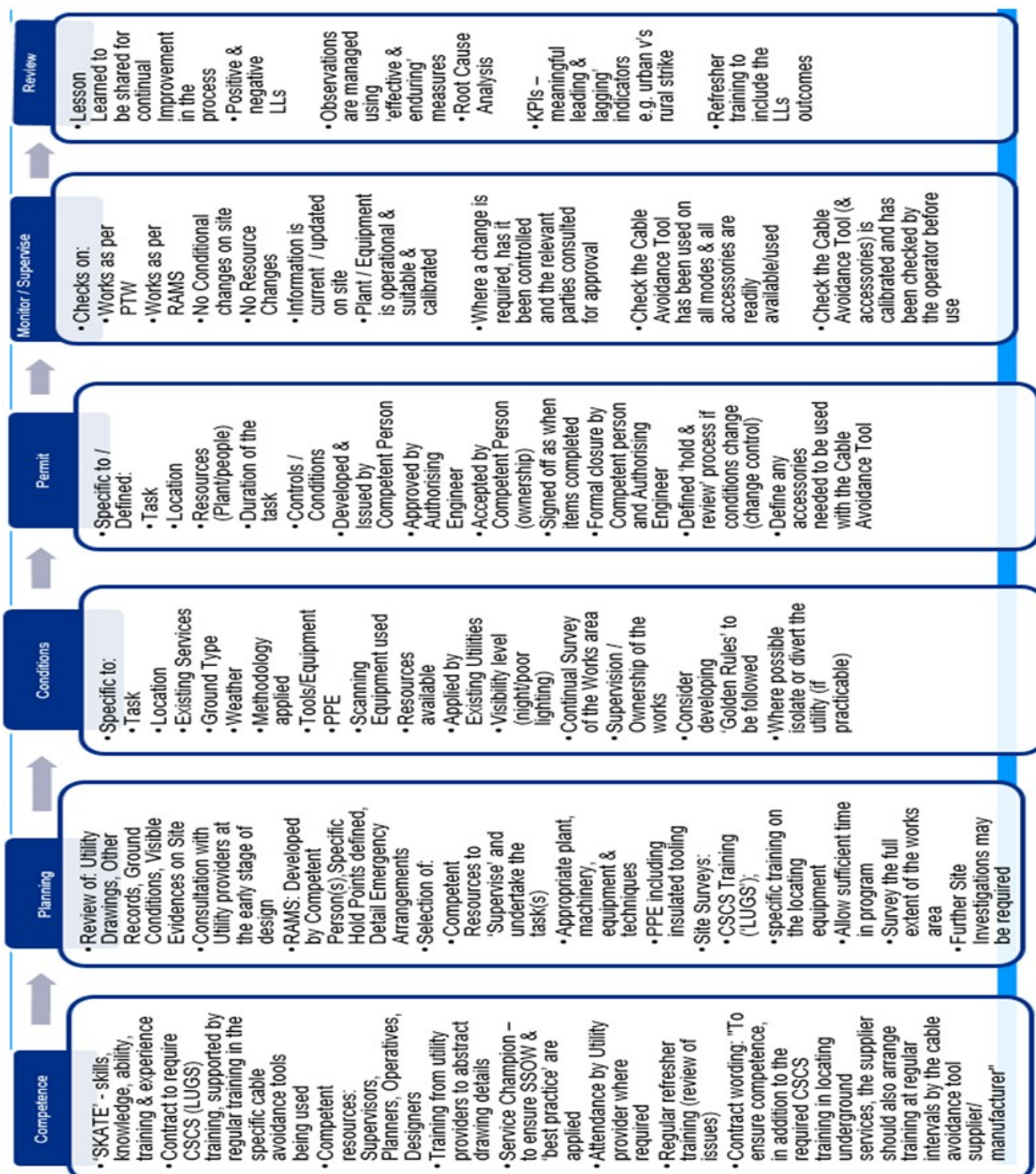
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Overhead Electricity Lines		practice-for-avoiding-danger-from-overhead-electricity-lines.pdf?sfvrsn=15dde44_10
Code of Practice for Avoiding Danger from Underground Services		https://www.hsa.ie/eng/publications_and_forms/publications/construction/cop_avoiding_danger_from_underground_services.pdf
Code of Practice: Safe use of Cranes		https://www.nsai.ie/about/news/public-consultation-on-the-revision-of-is-360-code-of-practice-safe-use-of/
Temporary traffic measures and signs for Roadworks		https://assets.gov.ie/34731/20abae155ee5458993122838cb317ca9.pdf
Waste Management Act 1996		https://www.irishstatutebook.ie/eli/1996/act/10/enacted/en/html

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8. APPENDIX

8.1.1 Appendix 1: Guidance on working in the vicinity of Underground services.



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8.1.2 Appendix 2: Pipe Transport, Handling and Storage Guide

1. Route Selection / suitability / design stage

- During design stage a design safety review to be carried out and include consideration for the safe transportation of pipes. This includes all means of transport, such as road, rail, and water etc.
- Gradient of roads.
- Considerations in relation to local premises, including businesses, schools, hospitals and local events.
- Road structure and restrictions to be considered.
- Layby requirements - Identification of suitable laybys and suitable sequencing of vehicles.
- Site accessibility and offload capacity.
- Height restriction - Bridges, tunnels, overhead lines, underpasses and overpasses, railway lines, trees etc.
- Weight restriction /surveys (for examples bridge structural surveys).

6. Abnormal Loads

- Dimensions and weight of load.
- Rigidity and characteristics of load.
- Authorisation, escorts, Gardaí presence etc.
- Review suitability of route selection.
- Environmental elements



2. Competent haulage firm – driver training / service checks

- Assess/procure a competent transporter/contractor to undertake works.

7. Risk Assessment

- Review of all associated risk assessments including design stage risk assessment.
- Prepare specific risk assessment for transporting of pipe.
- Dynamic risk assessment to be carried out in addition prior to undertaking task.

3. Vehicle Selection / Suitability

- Selection of most appropriate vehicle considering end to end process.
- Consider the parameters of the pipe, such as weight, length, quantity per load, etc.

8. Site Survey / Visit by Haulage Company

- Record of survey to be included in the transport plan



4. Load Security

- Adhere to Safe Working load and suitability of equipment for securing the load.

9. Parking

- Loading and unloading

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5. Time of delivery	10. Transport Plan
<ul style="list-style-type: none"> Frequency of loads. Arrangements of local premises, including businesses, schools, hospitals, churches, parks, local events etc. Familiarity of local traffic movements, including peak times and any temporary traffic management arrangements. 	<ul style="list-style-type: none"> All the above must be taken into consideration as part of suitable and sufficient transport plan.

HANDLING

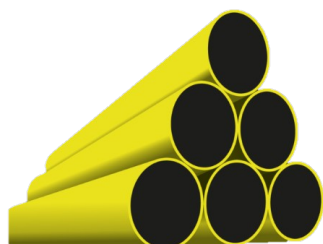
1. Risk Assessment	6. Access to Trailer - considerations
<ul style="list-style-type: none"> Review of all associated risk assessments including design stage risk assessment. Risk assessment specifically for the safe handling of pipe (including safe removal of timber and banding). Risk assessment of tasks involving manual handling - Lifting aids and trained personnel to operate. Dynamic risk assessment to be carried out in addition prior to undertaking task to cover specific elements on the day such as severe weather conditions. Temporary works design to be carried out where required. 	<ul style="list-style-type: none"> Work at height, personnel suitability, defined procedure. 
2. Suitable equipment / machinery	7. Working Space
<ul style="list-style-type: none"> Size / Weight of pipe. Safe working loads. Suitable selection process. Certification of equipment. Statutory Inspections and equipment clearly identified. Site considerations/controls required. Defined blind spots for machinery/vehicles. Specialist Equipment for example, vacuum lifting equipment. Training specific to machinery in use (CSCS etc.) 	<ul style="list-style-type: none"> Operational requirements. Site constraints including access/egress. Ground conditions including environmental considerations.
3. Lift Plan	8. Overhead Lines
<ul style="list-style-type: none"> Specific to the load, associated lift accessories 	<ul style="list-style-type: none"> Remove/isolate/control/communicate - Liaise

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<p>associated with the task.</p> <ul style="list-style-type: none"> ▪ Loadbearing requirements for lifting equipment positions. ▪ Site restrictions. 	<p>with ESB</p> <ul style="list-style-type: none"> ▪
4. Loading and unloading areas	9. Ground Conditions and Underground Services
<ul style="list-style-type: none"> ▪ Suitable working space for all equipment/ machinery involved. ▪ Exclusion zones for machinery and pedestrians. ▪ Confined/restricted space considerations. 	<ul style="list-style-type: none"> ▪ Unstable ground, voids, chambers ▪ Underground Utilities - contact with Supplier, isolation, protection etc. ▪ Manhole covers – loadbearing capacity.
5. Competent Personnel	10. Method Statement.
<ul style="list-style-type: none"> ▪ Operative's competency (knowledge, training, experience) and suitability. ▪ Supervision competency (knowledge, training, experience) 	<ul style="list-style-type: none"> ▪ All above points to be considered when developing the Method Statement (See Appendix 1). ▪

STORAGE

- Selection of storage area
 - o Space requirements.
 - o Access/egress, emergency routes/evacuation, pedestrian and vehicular movement.
 - o Ground conditions, underground structures and utilities, gradient, structural and load bearing considerations.
 - o Overhead lines – Avoid storing near overhead lines.
- Risk Assessment
 - o Review of all associated risk assessments including design stage risk assessment.
 - o Temporary and permanent works design to be carried out where required.
- Stacking Arrangements
 - o Temporary and permanent works design.
 - o Manufacturer's instructions.
 - o Defined methodology and stacking arrangements.

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- o Suitably stacked, secured and restrained.
- Design of hardstand
 - o Temporary works design.
 - o Structural and load bearing considerations.
- Minimise storage – “As Needs”
- Storage environment to prevent degradation
 - o Weather conditions (sun, rain, hot/cold).
 - o Water ingress.
 - o Separation from other materials and chemicals.
 - o Capping of stored pipe.
 - o Pest control.

- Security – Site Boundary
 - o Consideration of local surroundings.
 - o Prevention of unauthorised entry including animals.
 - o Threat assessments and associated control.
 - o Suitable fencing and access arrangements.

- Access / Egress routes
 - o Clearly defined access routes.
 - o Overhead lines, structures, gradients etc.
 - o Local traffic/restrictions.
 - o Access during inclement weather.
 - o Emergency situations.
- Lighting (indoor and outdoor)
 - o Suitable power source.
- Working Area
 - o Traffic Management Plan - Vehicle and pedestrian management plan within site boundary. Also taking into account site entry/exist and existing infrastructure and environment.
 - o Segregation of items.
 - o All the points above must be considered, and the location of the pipe storage on site to ensure no additional risks introduced due to the work activities.
- Temporary Storage / onsite (pipe strings)
 - o Temporary works design.
 - o Sufficient area.
 - o Ground conditions.
 - o Access, delivery and work requirements.
 - o Interaction with third parties.

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8.1.3 Appendix 3 - Minimum requirements for Project Supervisor Design Process - Monthly Project Review

Project:	
PSDP:	
PSCS:	
PSDP Representative:	
Site Manager:	
Resident Engineer	
Date of Last inspection:	
Date of Inspection:	

Please use the comment section for additional information

√ = Satisfactory

X = Unsatisfactory

N/A= Not Applicable

1	Temporary Works Design Process	
1.1	Is there a Temporary Works Design Process in operation?	
1.2	Are Temporary works currently being undertaken on site	
1.3	Has the Temporary Works Design Certificate been completed, and the general principles of prevention been applied	
1.4	Will any of the current Temporary works impacts a permanent structure, has design coordination takes place between the TW designer and permanent works designer.	
1.5	The PSDP should have an up to date register of temp works available throughout the life cycle of the project.	
1.6	Has the PSDP coordinated (coordinating the design of temporary works) putting up barriers, bunting, height-restricting goalposts, warning signs and lighting etc where plant and machinery or vehicles may cross under overhead powerlines.	
NOTE: Please list the Temporary works being undertaken at the time of the review or planned for the coming month in the comments section below		

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2	Design	
2.1	Where design changes were required on site, did the PSCS inform the designer and PSDP.	
2.2	Where design changes were made; did the designer provide the PSDP with the required information using the Uisce Éireann design risk assessments format PS-HS-FM-037(or the Designer(s) own approved design risk assessment sheet which shall include at a minimum the requirements of PS-HS-FM-037	
2.3	Are Design meetings occurring on site and being attended by all of the design team?	
2.4	Is there a Permanent Works Design Process in place and are Permanent Works Certificates in place for complete works to date?	
NOTE: Please list the Permanent works being undertaken at the time of the review and planned for in the coming month in the comments section below.		

3	Safety File	
3.1	Has Information been gathered for the Safety File in an agreed format?	
3.2	Any change to information for inclusion in the safety file?	

4	Particular Risks	
4.1	Are the control measures being addressed for the particular risks identified in the Preliminary Health & Safety Plan?	
4.2	Are there other hazards on site that require attention?	

5	Structure & Organisation	
5.1	Has the PSDP made any personnel changes to their management teams from the personnel that were outlined at tender stage? (Where changes were made were such changes notified in writing to the employer representative to seek approval and written confirmation of acceptance of such changes.)	
6	Directions Issued	

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6.1	Has the PSDP or PSCS issued any directions on the site to date as per Regulation 14 and 20 of the Construction Regulations 2013?	
6.2	If Yes have these directions been complied with and have the Authority and Client been informed as required?	
Comments		
Ref No.		

8.1.4 Appendix 4: Minimum requirements for Uisce Éireann Projects POST COMMENCEMENT H&S Meeting

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Project Post Commencement H&S Kick Off Meeting		
Location: To be determined by Employers Rep and PSCS		Duration: 2hrs
Scope/Objectives: To review that UÉ H&S Requirements have been implemented, communicated and are being managed during live construction works.		
<p>Meeting Agenda:</p> <ul style="list-style-type: none"> Employers' representative to provide overview of the project- 5 mins PSDP/PSCS presentation on HSQE- 1hr 15 mins Q&A on H&S matters – 20 mins Agreement on timescale of any actions and outputs of the Meeting- 15 mins Meeting close out- 5mins 	<p>Meeting Agenda:</p> <p><i>Have the project team been provided with and have access to:</i></p> <ul style="list-style-type: none"> Minimum Health, Safety, Quality and Environment Requirements for UÉ Capital Projects - UÉ-HSQE-PR-029 H&S requirements as per contract document UÉ Design Safely Handbook Copy of UÉ incident process maps: HIPO (SOP-024-PRO-25), High level Incident (SOP-024-PRO-24), Low Level Incident (SOP-024-PRO-23) and associated documents, Incident PIR Template (PS-HSQE-SOP-024-FM012) and Accident/Incident Guidance (PS-HSQE-SOP-024-GL01) UÉ Design risk assessment 	<p>PSCS Supervision on Site:</p> <ul style="list-style-type: none"> Is there full time PSCS supervision on site? Are all supervisors competent and adequately trained as per UÉ requirements? Is there a deputy in place where Site Supervisor has to leave site? Has a full/part time H&S Representative been allocated to this project? Overview of the PSCS H&S inspection regime <p>Sub-contractor management: Discuss how the PSCS/contractor manage sub-contractors on site taking into account the following:</p> <ul style="list-style-type: none"> Adequate communication and consultation Induction Site Supervision/Changes to personnel Development/Review/Approval and periodic review of RAMS Plant Acceptance and deliveries to site Accident/Incident Reporting <p>Specific Risk: PSCS to outline how they manage preliminary, identified and potential risks relevant to the project. This may include;</p> <ul style="list-style-type: none"> People/Plant interface Lifting Operations Excavation Safety Working at height Confined Space Loading and unloading of materials Management of services Traffic Management Temporary works Environmental constraints <p>Safety culture</p> <ul style="list-style-type: none"> What process does the PSCS have in place for positive recognition of safe working practices? How does the PSCS and their subcontractors manage the reporting of accident/incidents, near misses, good catches etc on the project? How are lessons learnt recorded and shared with the wider business and UÉ?
<p>Attendees :</p> <p>Uisce Éireann Project Mgr Rep Programme Mgr Rep H&S Rep Resident Engineer (where applicable)</p> <p>Delivery Partner H&S Rep Senior Management Rep Employer rep (where applicable)</p>	<p>Requirements in advance of Meeting: Delivery Partner to provide the most up to date version of the project Construction Stage Health and Safety Plan to UÉ – At least 6 working days in advance of the meeting.</p>	<p>PSCS Presentation to include:</p> <p>Project Overview:</p> <ul style="list-style-type: none"> PSCS to provide overview of project; including project scope, key personnel, milestones, key risks etc Management of the progression of works & additional resource requirements. H&S Leading Indicators – Hours works to date, accident/ Incidents, near misses, good catches reported etc <p>Communications between PSDP and PSCS</p> <ul style="list-style-type: none"> Is there a named representative for the role of PSDP/PSCS/Designer? Outline the process for co-ordination/communication of Design meetings Is there a clear process for managing design changes on site and how is this documented/recorded? Is the PSDP project execution plan in place? <p>Interface with the entity in control of the site (when working on live UÉ Assets or in a location that has one or more PSCS/PSDP):</p> <ul style="list-style-type: none"> Outline what system is currently in place for the co-ordination of works? Is there a means of recording the interface agreement? Does the interface agreement provide details of key contacts for the relevant stakeholders? How have the works been delineated (if required) from other works taking place in the same/nearby locations?

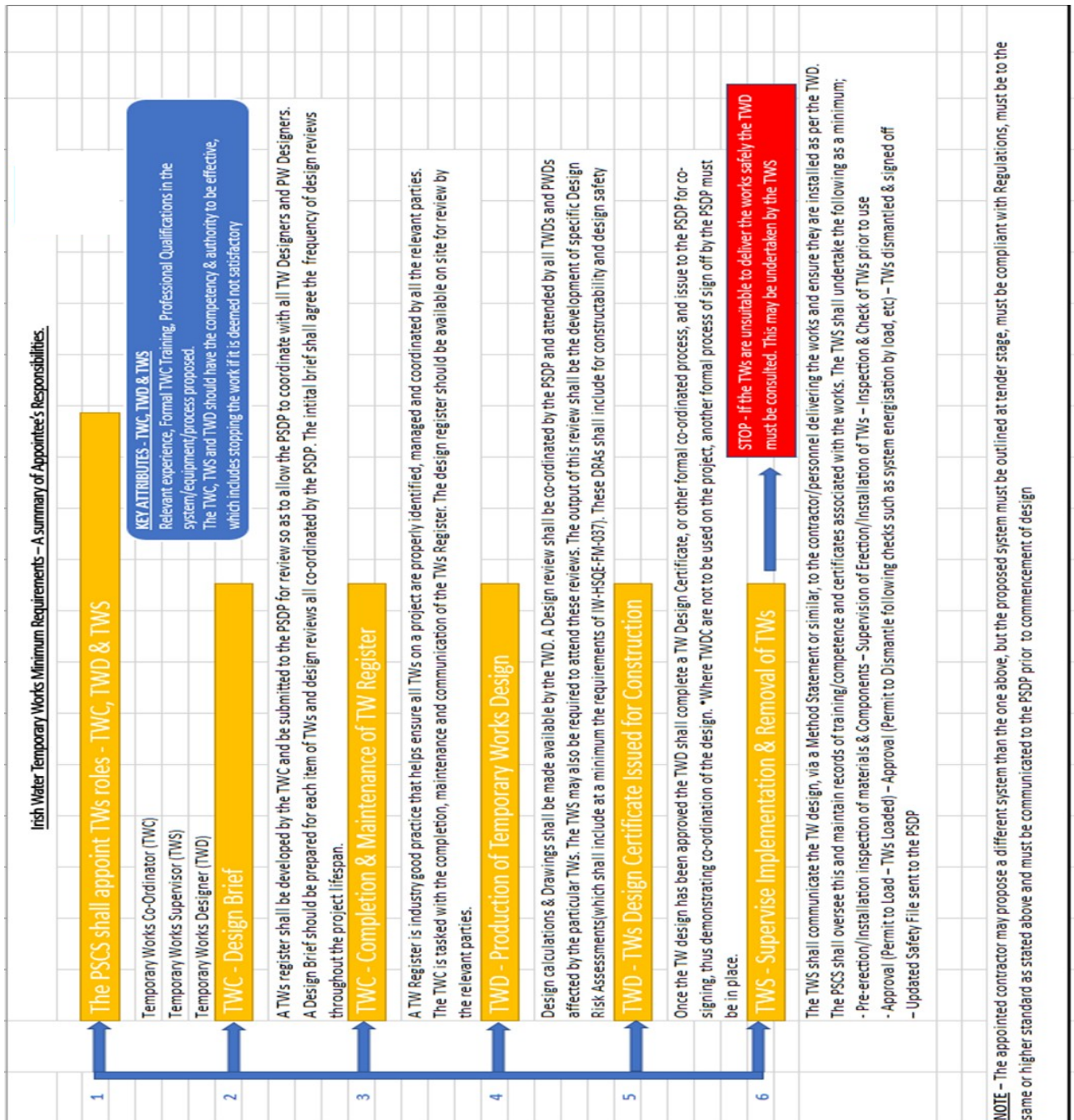
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8.1.5 Appendix 5: Uisce Éireann Temporary Works Minimum Requirements – A summary of Appointee’s Responsibilities.



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8.1.6 Appendix 6: Excavation Safety

Excavation Safety

While you are reading this many of our colleagues are working in or around excavations across the country which are of various sizes, depth, ground conditions & environments. As with any work it is our goal that our activities or assets shall not cause harm to anyone so that everyone can go home safely without injury everyday.

The reality is that incidents are happening and people we work with are getting hurt or putting themselves at risk.

These are some examples of incidents that we have had on our sites relating to excavations.

What should we do?

Prior to Excavation entry

- * Temporary Works must be designed by a competent designer and be installed by competent personnel.
- * In addition to supporting the banks of the trench, temporary works may also be required to support services or structures in the vicinity.
- * Risk Assessment of all excavations prior to entry to ensure that there are adequate control measures in place to prevent collapse and also that there are measures in place for safe entry and exit.
 - * Risk Assessment of the activity that is being carried out in or around the excavation.
- * Inspection - ensure that an inspection has been carried out (AF3) and ensure that temporary works are inspected.
 - * Protection of banks must be in place prior to entry - trench box or battering back to safe angle.
 - * Ensure that trench boxes are installed correctly i.e. that the gap between the trench box and the bank is packed .
 - * Ensure protection of services against damage.
- * Ensure protection of edge of excavation from personnel falling in, from objects falling in from bank and to prevent plant from driving too near the bank.
- * Safe access and egress should be in place - such as a suitably sloped and surfaced ramp or a ladder securely tied on both stiles, at 75 degrees extending 1m above the landing point.
 - * Be familiar with emergency procedures.
 - * Ensure approval to enter the excavation.

While in Excavation

- * Use safe means of access and egress.
- * Have a safe means of getting tools in and out of the excavation and never throw items down to people.
- * Stay within the confines of the trench box or shoring - install physical barrier to restrict access, if needed.
- * Do not stand/work under suspended loads - this means that you may need to leave the excavation when loads are being lifted.
 - * Plant and machinery must always be kept a safe distance away from the edge of the trench.
 - * Spoil must always be stored a safe distance away from the edge of the trench.
- * Report any change in conditions - such as those caused by weather, bank conditions/ movements and work practices.
 - * Beware of risks posed by other activities outside of the excavation.
 - * Avoid use of combustion engines in or near the excavation as these are a source of Carbon Monoxide.
 - * Keep the floor of the excavation tidy to prevent slips/trips/falls.

When Leaving Excavation

- * Leave the excavation via the safe access/ egress provided.
- * If excavation is to be left open - ensure that it is adequately barriered off and secured against unauthorised access.
- * Make sure that the area is left in a safe condition for both site users and the public and report any issues to the Site Manager.



Unprotected 2.7m deep excavation collapsed on operative causing multiple broken bones and a punctured lung.



Operative stepped outside the protection of the trench box. A soil collapse resulted in his leg being fractured.

Don't Walk by... If you see something that is wrong highlight it to your colleagues, it may save their life. Watch out for the balance between time and risk. Taking a short cut today may save 5 minutes but could cost you or your colleague their life if things go wrong. Ask the question what could happen to you today if the correct controls are not applied?

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8.1.7 Appendix 7: Clean Water Worker Medical Certificate / Questionnaire

Preventing Transmission of Diseases through Water by Infected Employees

This is to certify that:

Name	
Address	
Date of Birth	

- 1 Has completed the Clean Water Worker Questionnaire and is not today suffering from any impediment to employment as a water worker on public health grounds.
- 2 Has been informed of the need for good hygiene practice to prevent the transmission of waterborne disease.
- 3 Has been informed of the need to report conditions that might pose a risk to public health through water contact.

Signed:	Date:
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Name/Stamp of Certifying
Health Professional:

--

I understand the advice given to me during this consultation.

Signed:	Date:
---------	-------

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CLEAN WATER WORKER QUESTIONNAIRE

Preventing the Spread of Diseases through Water Contamination

The purpose of this questionnaire is to ensure that employees advise the person-in-charge of relevant medical conditions so that appropriate steps can be taken, if necessary, to prevent the spread of diseases through water contact.

Applicant/Employee Name	
Address	
Contact Number	
Date of Birth	
Place of Birth	
Name & address of GP	
Name & address of Employer	
Contact name	
Contact Number	
Employee Number	

Currently

1 Are you suffering now, or within the last seven days, from any of the following:

a)	Diarrhoea?	Yes	No
b)	Vomiting?	Yes	No
c)	Jaundice?	Yes	No

2 Are you suffering from:

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a)	A skin infection or sore affecting the hands or arms	Yes	No
b)	Discharge from the eye, ear, nose, mouth or gums	Yes	No

Ongoing

3 Do you suffer from::

a)	A recurring bowel problem	Yes	No
b)	Recurring skin trouble (such as eczema or psoriasis)	Yes	No

Past

4	Have you ever been diagnosed as being ill, with or to be a carrier of, typhoid or paratyphoid?
5	In the last 21 days have you been in contact with anyone, at home or abroad, who may have been suffering typhoid or paratyphoid?
6	In the last 10 days have you been in contact with anyone in your household who may have been suffering from an infectious disease?

7	Have you ever been vaccinated against:		
Typhoid	Yes	No	Don't know
Paratyphoid	Yes	No	Don't know
Cholera	Yes	No	Don't know

I declare that all the information I have given is true to the best of my knowledge.

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Signature of Employee:	Date:
------------------------	-------

8 Model Agreement for Water Workers to Report Illness

Please read this agreement carefully, sign it, and return it to your manager or supervisor.

I agree to report to my employer if I suffer an illness involving any of the following:

- Infectious Hepatitis (viral Hepatitis A)
- Diarrhoea
- Vomiting
- Fever
- Discharge from ear, eye or nose
- Broken skin or infected skin affecting the hands or arms

I agree to report to my employer before commencing work if I have suffered from any of the above conditions while on holiday.

I understand that failure to comply with this agreement could lead to disciplinary action.

Signature of Employee:	Date:
------------------------	-------