

# Uisce Éireann

## Contractor Induction

## Speakers Guidance

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Approved by: Lisa Garrett

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1	Guidance Notes for the speaker delivering the UÉ contractor induction	Lisa Garrett	Alan Morrissey	26/06/2025

### **1. INTRODUCTION**

*This guidance outlines Uisce Éireann's speakers notes that should be used by the speaker while communicating the UÉ Contractor Induction Slides.*

### **2. PURPOSE**

*To ensure consistency on the delivery of the UÉ contractor induction.*

### **3. GUIDANCE**

**USE THE WORDING BELOW WHILE COMMUNICATING EACH SLIDE OF THE POWERPOINT PRESENTATION**

#### **Slide 1:**

You are now on or will shortly be working on an Uisce Éireann site.

Uisce Éireann as a business, our Contractors, those around you and you all have an obligation to provide a safe working environment and work in a safe manner in order to ensure we all go home safe at the end of the day. As part of this Uisce Éireann has produced this short induction to proceed your site-specific induction. The aim is to raise awareness for those working on both construction and operational sites. We thank you for your time and attention.

#### **Slide 2**

Uisce Éireann has developed the safety brand Work Safe Home Safe to help provide greater unity, visibility and personal ownership of the safety value 'We keep each other Safe' right across the Uisce Éireann business.

What does Work Safe, Home Safe mean? At its most basic, means "work safely, in order to get home safely".

UÉ's top priority is ensuring everyone who contributes to delivering water and wastewater services across the country goes home safely every day. No activity is so important or urgent that it cannot be done safely. Making WorkSafe HomeSafe a reality in our daily lives is a collective and individual responsibility that requires consistent, incremental effort from everyone.

There are 5 pillar that are focused on achieving this:

- Leadership and Safety Culture,

- Safe Assets and Workplaces,
- Safe Ways of Working,
- Safe Delivery Partners,
- Health & Wellbeing.

### Slide 3:

The *Am I SAFE?* campaign is one of several initiatives that fall under UÉ's H&S Framework. The campaign was co-designed with our delivery partners and launched in 2023 so all of our engagement with our delivery partners is done through *Am I SAFE?* and our delivery partners are empowered to use this brand and feed into this campaign.

Play *Am I SAFE?* Campaign video.

### Slide 4:

At the heart of *Am I SAFE?*, is the vital advice:

'Stop and Think. Ask *Am I SAFE?* before completing a task or requesting a task to be completed,

Assess your work area,

Follow procedures, and

Engage with your supervisor if anything changes'.

Use that advice yourself before completing a task, before instructing someone else to do something, when assessing the risk of a task. Lead out and instil this advice to your fellow colleagues. Be empowered to speak up where you don't feel something can be carried out safely, create an environment that people feel they can speak to you freely.

The *Am I SAFE?* website was then launched in August 24 and is an essential safety resource for Ireland's water industry.

It offers:

- Safety videos including close call videos, safety videos by theme, knowledge shares and conversation starters,
- Obligations on site including Pr029, Golden Rules and Supervision requirements,
- Safety Excellence awards,
- Safety calendar of events.

What is the ask from you on the website:

- Check out and share the website,
- Use the conversation starters and Close Calls videos,
- Record a close call or good catch video from site and share with amisafe@water.ie,
- Give us your feedback if there is anything you would like to see.

### **Slide 5:**

***Additional information to be given while talking through the points already on the powerpoint slide;***

**Point 1** – which must include any site-specific hazards associated with the specific site/project. Remain vigilant and aware of potential hazards or changes in the work environment.

**Point 2** – other documentation will also require to be briefed and signed include Daily Briefings (SSWP), Permits, Procedures etc in accordance with UÉ's minimum requirements and the main contractor's procedures. These documents must be followed at all times, if works cannot be carried out safely in accordance with the agreed processes you must stop the work and contact your supervisor

**Point 3** - i.e operational/maintenance works, various different works in the same location, multiple contractors. You must comply with any controls introduced.

**Point 4** - and report any non-compliance, unsafe condition or incident and engage with your supervisor for immediate action. Be aware of the emergency contacts and the site-specific emergency procedure.

### **Slide 6:**

Critical risks are activities undertaken frequently that, if not controlled, could lead to significant injury or fatality.

The Golden Rules were developed to ensure consistency on how critical risks are being controlled on our UÉ projects and programmes. This is an example of how they look on the screen.

UÉ's critical risks on our works include Excavations, Confined Space, Work at Height, Mobile Plant, Lifting Operations, Overhead Service, Underground Services, Electrical Energy, Traffic Management, Pipe Deliveries and Pressure Energy.

These Golden Rules highlight the key controls required to be implemented as a minimum for

each critical risk. If you require a copy, please request one from the main contractor.

### Slide 7:

The site access permit will need to be submitted and approved a minimum of 2 days in advance of works commencing.

The site operator will identify any particular site risks during the site induction, including if any other work activities are ongoing.

Depending on the level of interface required, the interface plan, can be a regular discussion with operations or if there is more than one contractor and/or several interface points, the structured interface process needs to be applied.

The site-specific RAMS need to take account of site conditions and interface requirements.

### Slide 8:

UÉ are aware of a number of significant hazards on our operational assets, some of these are on the screen including:

**Defective assets** - Some of our assets are defective or in need of repair. The condition of assets should be discussed as part of the on-site induction and any additional risks incorporated into the RAMS for your work. Please observe warning signage and locked out systems, do not enter restricted areas or interfere with locked out systems unless authorised to do so.

**Confined Spaces** – Confined space situations exist and can arise in both water and wastewater assets e.g. chambers and tanks. It is essential that all warning and prohibition signage is adhered to.

**Biological Hazards** - Possible contact with foul water and/or grey water when working at wastewater assets. For example, Splashes from open treatment tanks, grey water being used for washing down walkways, handrails etc.

**ATEX awareness** - the hazard of explosive atmospheres occurring in the workplace due to the presence of flammable gasses or combustible dust mixed in air, which can give rise to the risk of explosion. These areas may exist in both water and wastewater assets and are identified by signage. Do not work in these areas, unless specifically trained and authorised to do so.

**Toxic Gas** – these are gases with hazardous physiological effects when inhaled.

### Slide 9:

**Hazardous Chemicals** – These are any chemical, in either gaseous, liquid or solid form, that has the potential to cause harm. If working with or near chemicals, make yourself aware of the emergency arrangements e.g. emergency shower and eye wash locations.

**Pressure Systems** – Pressure pipelines, e.g. pumped mains, air systems, chemical systems. Never work on pressure systems until it is confirmed that they have been de-pressurised.

**Open Tanks & Channels** – The risk of falling from height or drowning exists when working on or adjacent to open tanks and channels.

**Lifting Equipment** – Some assets have in-situ lifting equipment, this equipment can only be used if authorised to do so.

**Noise, slips trips and falls** – Some noise generating equipment (such as pumps) may automatically switch on. Uneven surfaces, overlaid piping and cables can lead to slips and trips. Therefore, always adhere to warning signage.

**Drinking Water Quality** – When working at water treatment facilities, remember that works may jeopardise the drinking water production quality of the plant, if not managed properly.

For your safety, the safety of all our contractors and all UÉ staff, where Contractors will be working on any existing UÉ assets there will be an interface plan developed and agreed by all parties involved, to eliminate or reduce the risk from these hazards, i.e. segregation of works, permits etc. This plan and its controls must be adhered to. The contractor must include any hazards on site within their RAMS.

### Slide 10:

*Do you understand each of these key takeaways listed on the slide?*