



Safety Health and Environmental Requirements for Sub-Contractors

SAFETY HEALTH AND ENVIRONMENTAL REQUIREMENTS FOR SUB-CONTRACTORS

The Sub-Contractor will adhere to the requirements of the Health and Safety at Work Act 1974, Environmental Protection Act 1990, and all relevant Acts, Regulations, Codes of Practice, current industry best practice and the Safety, Health and Environmental Policies of Oakland Construction Ltd.

The Sub-Contractor shall complete a Pre-Qualification Questionnaire providing the information as requested and note following general requirements -

1. Organisation and Arrangements

Provide:

- a) The name, qualifications and contact details of the person/organisation providing safety, health and environmental advice to the Sub-Contractor
- b) Confirmation that the above named will be undertaking a risk based programme of inspection of works covered by the Sub-Contract
- c) The name and contact details of their Director directly responsible for safety, health and environmental matters covered by the Sub-Contract
- d) The name of their Manager/Supervisor on site responsible for safety, health and environment
- e) A copy of the Sub-Contractors' Safety, Health and Environmental policy together with insurance certificates

2. Risk Assessments, Method Statements and Safe Systems of Work

- a) Identify the hazards associated with their work, assess the risks arising from these hazards and advise how those risks are to be controlled. This includes any actual or potential environmental impact
- b) Establish safe systems of work and document them as appropriate as identified by the Sub-Contractor, the Principal Contractor or the Company. The means of addressing an environmental impact can be part of the safe system of work produced by the Sub-Contractor for a specific activity
- c) Where temporary works, both below or above ground form part of the Sub-Contract, provide the Company with a copy of the temporary works proposals and design calculations where necessary

3. Competence and Training

- a) Provide evidence of the competence and training for all managers, supervisors, tradesmen and operatives under the control of the Company's site. Examples will include CSCS, PASMA, NICEIC etc., but this is not exhaustive
- b) Where project specific training and competence are required, the Sub-Contractor shall provide sufficient evidence of training and competence in the form of CDM compliant stage 2 assessment

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4. Plant and Equipment

Comply with the following:

- a) All Sub-Contractor's plant/equipment is to be thoroughly inspected before put to work on site and the relevant certificate provided
- b) All plant/equipment will be operated, serviced and maintained in accordance with manufacturer's instructions
- c) Engine compartment doors will be kept closed and plant switched off when not in use with key removed when unattended
- d) All electrically operated portable tools will be restricted to battery powered or 110 volts. 110 volt portable equipment shall be tested every 3 months, and testing evidence made available
- e) The Sub-Contractor shall take full note of their responsibility under the PUWER Regulations in respect of all plant and equipment brought onto site for their use

5. Access

- a) Scaffolding shall only be erected, altered or dismantled by competent CISRS scaffolders. All scaffolding shall be provided with a properly completed handover certificate. S
- b) Scaffolding shall be designed for the task in hand, and where necessary calculations provided
- c) Proprietary access systems are only to be erected altered and dismantled by competent, trained personnel
- d) Mobile towers shall only be erected, altered or dismantled by competent trained personnel
- e) Use of ladders/step ladders must be authorised by the Company

6. Co-operation, Co-ordination and Communication

- a) Comply with all directions given by the Company or Principal Contractor with regard to co-operation, co-ordination and communication
- b) Ensure that all operatives under the Sub-Contractor's control receives a safety, health and environmental induction before commencing work, directly relevant to the site on which they will work
- c) Be aware of the number of personnel under their control who are on site at any time
- d) Provide adequate and appropriate information to those under their control in respect of safety, health and environment
- e) Ensure that all those under their control comply with all "Site Rules"
- f) Immediately inform the Company of any accident, injury, ill health, dangerous occurrence or incident affecting safety, health or the environment, including any unsafe act, condition or near miss
- g) Provide the Company with relevant information for inclusion in the Health and Safety File
- h) Take the necessary disciplinary action against any employee who fails to comply with safety, health or environmental requirements. This includes removal from site if directed by the Company

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- i) Ensure that all risks associated with any design, design changes are communicated to the Company

7. Health and Welfare

- a) Ensure provision of adequate and suitable welfare facilities for all persons under their control. This includes, but is not limited to toilets, drying, messing facilities

8. Drugs and Alcohol Policy

- a) Oakland Construction operate such a policy and the Company document is shown on the website
- b) It is expected that the Sub-Contractor operate a similar policy

9. Young Persons

- a) Ensure that no young person under 16 years of age is allowed on site without permission of the Company

10. Notifications

- a) Obtain permission from the Company for any work to be undertaken outside normal working hours, including weekends

11. Waste Management

- a) Be aware of the contents of the Site Waste Management Plan (SWMP) précised version, which highlights means to reduce or divert waste from landfill
- b) An authenticated copy of the Waste Carrier Registration Certificate of the company removing the waste is to be retained on site
- c) The waste transfer note providing name, address and licence or permit number of the site where the waste is to be taken, is to be retained on site
- d) Clear away all waste as work proceeds, ensure that it is stored in a safe and secure manner and, where provision is made for on-site segregation of waste, place it in the appropriate skip/container

12. Pollution Prevention

- a) Take all appropriate steps to prevent anything which may cause pollution, including soil or washout from concrete mixers, from entering foul and/or storm drains or watercourse
- b) Report immediately to the Company any oil or chemical spill or unauthorised discharge into foul and/or storm drains or watercourse