



Unexploded Ordnance (UXO) Risk Management Plan

Project Name	
Site Address	
Client	
Date	

1st Line Defence

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Notes for the reader:

- To be filled in by site health and safety manager or equivalent competent person.
- The template below is designed to be completed by the client or a representative of the client who is responsible for the management or health and safety of a project site¹.
- It is designed to be site specific and once completed, it acts as an Unexploded Ordnance (UXO) Risk Management Plan to stay on site for the duration of the project.
- The template takes the user through the recommended steps and considerations that should be taken into account or actioned in order to effectively deal with potential UXO risk during a construction project.
- This template should be completed with reference to 1st Line Defence UXO Risk Management Guidelines Sections 1-6.
- It should be noted that 1st Line Defence are not responsible for the completion of this document or the accuracy of information with which it is populated. The steps within this plan are considered to be a minimum (but not limited) 'best practice' set of considerations for the management of UXO risk, but may not apply to every site and every situation. Contact 1st Line Defence for more information or if assistance/advice is required.

Project/Site Information	
Client Name	
Contractor Name	
Project Name	
Project Reference (if applicable)	
Site Address	
Name of Client Representative completing UXO Plan	
Site Opening Hours	
Approx. max number of people on site	
What is the nature of the proposed development/works	

¹ If required, 1st Line Defence can complete the form on behalf of the client.

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Section 1 – UXO Risk Assessment			
Has a UXO Risk Assessment been undertaken for this project?		Yes	No
<i>If 'No', it is recommended that an assessment is undertaken before continuing. In certain circumstances, this may not be essential (such as where UXO has already been encountered on a site, or where there is empirical evidence of UXO risk). However, even in these cases, it is recommended that the risk to works be assessed by a UXO specialist – contact 1st Line Defence for more information.</i>			
Who undertook UXO Risk Assessment			
What risk from UXO was assessed? <i>Generally, UXO risk assessments will rate the risk on site low, low-medium, medium, medium-high, high or very high (or a combination of these if the site is 'zoned' into different risk areas). If a risk map has been created, add this as an attachment to this plan and reference the report.</i> <i>List the nature of the threat identified – German bombs, British land service ammunition (grenades, mortars, mines etc.) anti-aircraft projectiles.</i>			
Outline the key points of the risk assessment/summary of findings <i>Summarise the main points of the assessment – history of the site (especially any military history) whether it is bombed, bomb damage, frequency of access, ground cover etc.</i>			

Section 2 – UXO Risk Mitigation Measures				
What UXO risk mitigation measures have been or will be put in place? (please outline) <i>A UXO Specialist can recommend and provide various types of risk mitigation measures, both proactive and reactive which can be undertaken to reduce the risk from UXO to as low as reasonably practicable (ALARP)</i>				
Name of UXO Consultant				
Contact Details of UXO Consultant				
Verification report provided following on-site support?	Yes		No	
<i>Verification that UXO risk mitigation measures have been undertaken, including details of the methodology used, should be attached with this plan. This can be provided by the UXO specialist who undertook the support. This is often only provided following Intrusive or Non-intrusive UXO Survey.</i>				
Has UXO been encountered on site? (provide details)				

Section 3 - Site UXO Coordinator(s)				
Has a site UXO Coordinator(s) been identified and trained?	Yes		No	
<i>In the event that a UXO Specialist is not present on site or is unavailable, a suitable person (or ideally multiple nominated persons) should be identified to act as a "UXO Coordinator". This will often be the person(s) responsible for management or health & safety of the site. If a suspect item is encountered, the UXO Coordinator should be informed.</i>				
Primary UXO Coordinator	Name			
	Primary Contact No.			
	Secondary Contact No.			
	Email address			
Secondary UXO Coordinator	Name			
	Primary Contact No.			
	Secondary Contact No.			
	Email address			

Section 4 - Worker/Visitor/Sub-contractor UXO Awareness				
Is UXO Awareness incorporated into site visitor induction?	Yes		No	
"Actions on Discovery of Suspect Item" poster displayed on-site?	Yes		No	
Do ground workers receive a UXO safety and awareness briefing?	Yes		No	
<i>If the answer to any of the above is 'no', it is recommended that these points be reviewed and actioned where possible.</i>				

Section 5 – Lines of Communication		
Communications Protocol <i>Summarise the means of communicating/raising alarm in the event that a suspect item is encountered – mobile phone, radio, PA system, runners etc.</i>		
Local Emergency Contact Details	Police Station No. <i>In event of emergency, always dial 999</i>	
	Hospital No.	
	Hospital Address	
	1st Line Defence	01992 245020
	Site Manager No.	
	Client Contact No.	
	Site emergency/out of hours contact number	

Section 6 – Evacuation Planning				
Is there a plan for evacuating the site in place – e.g. in the event of fire?	Yes		No	
<i>If 'Yes', attach evacuation plan and evacuation routes to this document. The plan should show emergency muster points off site. Ideally, plan should also show location of site office, welfare units, toilets, fuel dumps etc. If 'No', develop a plan for evacuating the site showing alternative exit routes.</i>				
Are workers/visitors/sub-contractors made aware of evacuation plan?	Yes		No	
How are visitors made aware of evacuation plan?				
Summarise means of raising alarm on site/evacuation plan				
Detail arrangements for checking off and accounting for all workers/visitors				