



Keady Construction LTD

O'Brien House, 197-199 Garth Road, Morden, England, SM4 4NE



O'Halloran & O'Brien Ltd

197 – 199 GARTH ROAD, MORDEN, SURREY, SM4 4NE
TEL: 0208 337 5527 FAX:0208 330 7729 www.ohob.co.uk

Client:	OHOB Group Keady Construction Limited
Principal Contractor:	Keady Construction Limited
Contract:	Keady Offices and Storage Unit – Dalefield Way

REV	DATE	STATUS DESCRIPTION	PREPARER (H&S Department)	REVIEWER (Contracts Manager / Director)	APPROVER (Client's Representative)
01	23/02/24	For Construction	Alex Jalea	Aaron McConnell	John O'Donoghue

(Note: In the absence of Client's Representative's signature reference communication where OHOB were advised the CPP is suitably developed to commence the works)

**REVISION DETAILS**

REV	DATE	INFORMATION DETAIL	REVIEWER (Contracts Manager/Director)	APPROVER (Client's Representative)
00	08/02/24	Initial Issue	Aaron McConnell	John O'Donoghue
01	23/02/24	Minor adjustments	Alex Jalea	John O'Donoghue
03				
04				
05				
06				
07				
08				



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INTRODUCTION

The Construction Phase Plan (CPP) has been produced as part of the O'Halloran and O'Brien Group of Companies (OHOB) Safety Management System to comply with the Construction (Design and Management) Regulations 2015 (CDM 2015). This CPP is supported by the Group Safety Policy and Procedures Manual which is located on the shared drive of the OHOB computer network. Keady is the Main Contracting side of the OHOB Group of Companies.

The health and safety information relating to the management of this project shall be contained within this CPP. This document will be developed and implemented by the Company in order to comply with its duties as Principal Contractor in accordance with CDM 2015.

Contractors who work on behalf of OHOB/Keady on this project shall be made aware of the contents of the CPP and will, where required, receive parts of the CPP to assist them to reduce the risk associated with their work.

Access to this CPP will be available to the relevant parties by using the Online Document Management System called VIEWPOINT. All amendments to this file will be made via VIEWPOINT. Copies of this file can be downloaded and sent to 3rd parties if necessary. Once Keady completes the project the file will still be available on VIEWPOINT for handover to other parties.

The site manager shall review this CPP at least monthly and amend as necessary noting the amendments on the revision details sheet on page i. This shall ensure all statutory requirements, codes of practice, guidance notes and client specific requirements are met in addition to updating the arrangements in place to carry out the project with the lowest possible risk to anyone who may be affected by the works.

The project management give personal and full commitment to the safe fulfilment of the works.

The health and safety aims of this project are to carry out the works in a safe, efficient and responsible manner to work towards a project where no reportable accidents or incidents occur.

PROJECT STATEMENT OF INTENT

O'Halloran & O'Brien Group has a moral and legal obligation to safeguard, so far as is reasonably practicable, the health, safety and welfare of their employees and anyone who may be affected by the actions of the Company, its employees, or as a result of O'Halloran & O'Brien Group activities. The company fully accepts their obligations and responsibilities, which will be achieved by:

- Meeting its responsibilities as an employer and to do all that is reasonably practicable to prevent accidents, injuries and ill health and damage to property and the environment for which to work relates.
- Providing and maintaining safe working environments that are without risks to health, safety and welfare and by limiting adverse effects on and adjacent to the area in which those activities are carried out.
- Ensuring all employees play an active part in the health and safety of the Company and those neighbouring the development by consulting with them and providing them with adequate information, instruction.
- Providing where necessary any training and supervision for employees to understand their role within the Company.
- Setting standards that comply with the relevant statutory requirements relating to health, safety and welfare with regard to the effect on employees, contractors, visitors and members of the public.
- Safeguard employees and others from foreseeable hazards connected with work activities, processes and working systems.
- Ensuring that hazardous areas are kept secure from the public, employees or tenants, or contractors not required to enter them.
- Ensuring that when new substances, plant, machinery, equipment, processes or premises are introduced, adequate guidance and instruction is provided.
- Ensuring that all plant and equipment is maintained in a safe condition and is subject to routine and statutory inspections and examinations to minimise disruption to both the site and those persons surrounding the local area.
- Ensuring that contractors undertaking work on behalf of the Company are informed of the relevant standards required and are monitored to ensure compliance without detracting from the contractors' legal responsibilities to comply with statutory requirements.

Employees are required to co-operate with the Company, local authority and are to consider 3rd party needs relating to this development. Failure to comply may result in disciplinary action taken against them under the Terms and conditions of employment and contract.

The Company will communicate the contents of the statement to all its employees, and it will be made available to our customers, and members of the general public.



.....

Brian Bonnyman
Managing Director – O'Halloran & O'Brien Group

PROJECT DESCRIPTION

SITE ADDRESS

Dalefield Way, Gravesend, DA12 2FL

CURRENT SITE CONDITION:

The existing buildings have been previously constructed between 2017 and 2018 comprising of one fully dedicated office building, and office building merged with an workshop, an additional workshop plus other satellite temporary structures.



Isometric View of the site from West to East, with the North to the top left of the picture.



Location of the proposed buildings in context with existing.



Proposed building.

SCOPE OF WORKS

Construction of new 3 storey business office and storage unit at Dalefield Way along with additional parking spaces and a green recreational area, in the already finished development described above.

Currently, the project works to be undertaken by Keady comprises:

- Ground Investigation
- Site Clearance and Preparation
- Existing Structure Survey
- Roads and logistics

Followed later by

- Substructure works
- Superstructure works
- Stair construction and installation
- External walls
- Roof works
- Windows and External doors
- Internal walls
- Internal doors
- Floor finishes
- Wall finishes
- Ceiling finishes
- Decorations
- Fittings
- M&E
- Lifts
- External works (Ground, Roof)
- Drainage
- Incoming services

KEY DATES:

ELEMENT OF THE WORKS	START DATE
Pre-construction Period start:	01/02/2024
Set up on site:	27/05/2024
Enabling:	01/06/2024
Substructure:	17/06/2024
Superstructure:	05/08/2024
Metsec to Inner Leaf:	TBC
Scaffolding erection:	TBC
Windows and Cladding:	TBC
Scaffold removal:	TBC
M&E 1 st fix:	TBC
Carpentry 1 st fix:	TBC
M&E 2 nd fix:	TBC
Carpentry 2 nd fix:	TBC
Permanent power on test:	TBC
Painting and Decorating:	TBC
Flooring:	TBC
Hoist removal:	TBC
Internals completion adjacent hoists:	TBC
External Works:	TBC
Snagging, Commissioning and Handover start:	TBC
Snagging, Commissioning and Handover end:	TBC

The permitted working hours are:

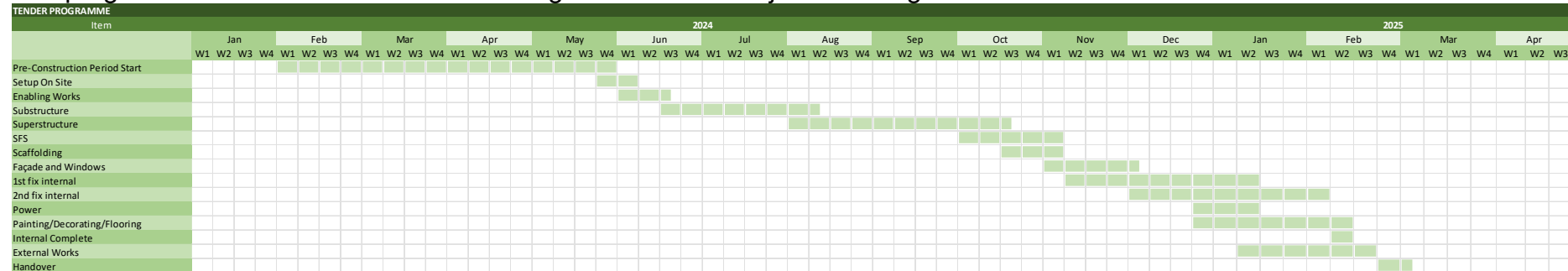
Mon - Friday 08:00 hrs until 18:00 hrs.

Working hours will also be in line with these hours for any plant operations. For Delivery hours check the section below.

If agreed, works permitted during Saturday only and from 08:00 hrs until 13:00 hrs, there is no working during Sunday, public and Bank Holidays.

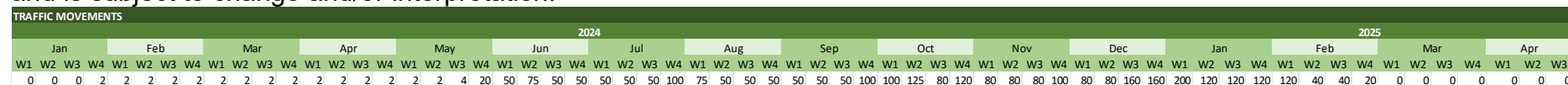
TARGET TENDER PROGRAMME:

The programme below is indicative at this stage and can be subject to change



ESTIMATED TRAFFIC MOVEMENTS:

Each traffic movement is considered to be a one-way vehicle movement. The below is based on the indicative programme above and is subject to change and/or interpretation.





1. **PROJECT RISK ANALYSIS**

(This Section MUST be updated regularly by the site manager (minimum monthly) throughout the duration of the project to assist in planning. As the project progresses, more hazard will need to be added. The initial list below should cover the works to be undertaken at the start of the project.)

HAZARD	CONTROL MEASURES REQUIRED	METHOD STATEMENT / RISK ASSESSMENT REFERENCE	RESPONSIBLE CONTRACTOR	RESIDUAL RISK RATING (L, M, H)
Existing Under-ground services running through site footprint Striking live services leading to Electrocution, Fire. Collapse of trenches	Non-use of steel road pins for setting out, NON-USE of mechanical plant for digging, hand digging only, temporary support works to excavations. Permit to work systems. Good personal hygiene due to ground conditions (ex-arable land etc.) mechanical lifting devices for lowering and lifting of pipes, shingle and coverings etc. Use of insulated tools, Detailed SSoW, daily briefings, Trained personnel, Competent operators	Digging around live services	Keady Ltd/OHOB Ltd	H
Stripping existing spoil using heavy mechanical plant Struck by heavy plant. Collision with other plant	Implement traffic management plan on site, traffic, plant banksman & marshals, Designated walkways and signage, Slow speed limits, beacons and flashing warning lights etc. Competent plant operators, trained marshals, Proximity sensors etc.	General Groundworks and Excavation	Keady Ltd/OHOB Ltd	H / M
Forming of roadways and pathways using masonry / asphalt-based materials Crushing from loose materials Collision with heavy plant & equipment COSHH from materials Contact with hot materials	Implement traffic management plan on site, traffic marshals and designated walkways and signage. Introduce designated storage areas for plant, use of mechanical, COSHH assessments for materials, designated supervisors for road finishes, non-use of steel road pins, minimise manual handling, SsoW, daily briefings, competent plant operators, trained personnel	Hard Landscaping works including laying asphalt	Keady Ltd/OHOB Ltd	H



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HAZARD	CONTROL MEASURES REQUIRED	METHOD STATEMENT / RISK ASSESSMENT REFERENCE	RESPONSIBLE CONTRACTOR	RESIDUAL RISK RATING (L, M, H)
S278 and S50 works Collision with other road users Stuck by moving vehicles Struck by operating plant & equipment Manual handling injuries	Implement traffic management plan & chapter 8, traffic light system where needed, traffic marshals, designated walkways and signage. Introduce designated storage areas for plant, use of mechanical lifting devices, COSHH for materials, designated supervisors for road finishes, non-use of steel road pins, minimise manual handling, diversion to existing underground services, permit to work systems, licence from the local council, Competent operators, trained personnel SsoW, daily briefings	Section 278 and Section 50 works	Keady Ltd/OHOB Ltd	H
Forming temporary hardstanding within work area Use of heavy plant & equipment Manual Handling	SsoW for forming temporary road & hardstanding area, competent plant operators, daily briefings, scan area, access/egress to area, barriers & signage, plant marshals, bucket changing areas, COSHH for materials, Manual handling, Trained personnel, competent operators	Site Setup	Keady Ltd/OHOB Ltd	M/H
Forming of temporary car park & pathways Collision with site operatives Inhalation of high of dust Mud on roads WBV from vehicles Manual handling injuries	Implement traffic management plan on site, traffic marshals and designated walkways and signage. Introduce designated storage areas, use of mechanical lifting devices, COSHH for materials, designated supervisors for road finishes, non-use of steel road pins, minimise manual handling.	Site Setup	Keady Ltd/OHOB Ltd	M/H
Set up welfare units in compound area Lifting of units collision with personnel and or vehicles, Falling from heights	Temporary works design for base, Lifting plan for units, segregation of personnel, Goal post for locating Working to HSE doc GS6, traffic marshal RAMS	Site Setup	Keady Ltd/OHOB Ltd	H



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HAZARD	CONTROL MEASURES REQUIRED	METHOD STATEMENT / RISK ASSESSMENT REFERENCE	RESPONSIBLE CONTRACTOR	RESIDUAL RISK RATING (L, M, H)
Forming of excavation for drainage, and road gullies Collision with heavy plant, Falls from height, Collision with delivery lorries, Falling materials, Collapse of excavation,	Use of mechanical plant for digging, hand digging, temporary support works to excavations or battering, Permit to work system, good personal hygiene, mechanical devices for lifting in pipes and manholes (lifting plans), erect signs& provide good access points, COSHH, excavation marshals	Drainage installation	Keady Ltd/OHOB Ltd	H
Installation of streetlight's & bollard's Falling materials Collision with plant	Use of mechanical plant for digging pit, hand digging, Permit to work system, good personal hygiene, mechanical devices for lifting in lights (lifting plans), erect signs& provide good access points, COSHH, excavation / plant marshals, safety barriers, SsoW, Daily briefings	Hard Landscaping works including laying asphalt	Keady Ltd/OHOB Ltd	M
Installation of wheel wash facility Lifting of units collision with personnel and or vehicles, Falling from heights	Temporary works design, Lifting plan for unit(s), segregation of personnel, Goal post for travel under overhead power lines, Working to HSE doc GS6, traffic marshal, RAMS	Site Setup	Keady Ltd/OHOB Ltd	H
Erection of perimeter Fence Panels (Heras or similar) Collision with heavy plant Manual handling	Implement traffic management plan on site, traffic marshals and designated walkways and signage. Introduce designated storage areas for plant and fence panels, minimise manual handling, SsoW, daily briefings, competent plant operators, trained personnel, follow manufacturers erection details	Site Setup	Keady Ltd/OHOB Ltd	M
Setting up short works compound area, including refuelling area Lifting of units collision with personnel and or vehicles, Falling from heights	Temporary works design for base of "Oasis" unit, Lifting plan for unit(s), Segregation of personnel, traffic marshal, SsoW, COSHH, Spill Kits	Site Setup	Keady Ltd/OHOB Ltd	M/H



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HAZARD	CONTROL MEASURES REQUIRED	METHOD STATEMENT / RISK ASSESSMENT REFERENCE	RESPONSIBLE CONTRACTOR	RESIDUAL RISK RATING (L, M, H)
Asbestos Removal Operatives coming in contact with asbestos and breathing it in. This hazard needs to be confirmed.	Potential Fly Tipping and Soil investigation to identify on plan location of potential asbestos contamination and analysis. Specialist Sub-Contractor will remove asbestos containing material from site, until the area is deemed safe for other trades. Closed/Sealed Skips, Coveralls and other TSPPE	N/A	N/A	H
Contaminated Land Land contamination may be present.	There is no indication of contamination. PRA (Preliminary Risk Assessment) to be completed prior to works commencing. Identification of contamination hotspots. Trial holes and identification. Segregation and removal.	General Excavation	Keady Ltd/OHOB Ltd	M
HAVS Vibration white finger	HAVS - Vibration/Usage Records to be completed on a daily basis. All hand tools to comply with BS&CE minimum standards, PUWER Records, Reduced vibration Tool use	Power Tools (Electrical) Power Tools (Diesel and Petrol) Power Tools (Compressed air and hydraulics)	Keady Ltd/OHOB Ltd	M
NOISE Permanent hearing loss	Where noise levels exceed 80db then all personnel working in the area to be supplied with hearing protection that complies with NAWR 2005. This will be worn if levels exceed 85db. If required noise barriers to be in place	Power Tools (Electrical) Power Tools (Diesel and Petrol) Power Tools (Compressed air and hydraulics) Concrete Pumping Abrasive Wheels	Keady Ltd/OHOB Ltd	M
DUST Inhalation of Construction Dust. Clogging other plant and equipment.	Roads: dampen roads / Misting, especially during the summer Drilling and Abrasive Wheels: Vacuum extraction or water suppression Breaking: Water Suppression / Misting RPE only used as last line of defence.	Site Setup Making Good Concrete Hard Landscaping	Keady Ltd/OHOB Ltd	M



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HAZARD	CONTROL MEASURES REQUIRED	METHOD STATEMENT / RISK ASSESSMENT REFERENCE	RESPONSIBLE CONTRACTOR	RESIDUAL RISK RATING (L, M, H)
Adverse Weather (including UV Radiation) UV – cancer Freezing temp – slips trips and falls Rain/Cold – circulation/shivering Heat Wave – dehydration	UV – apply cream as indicated in the welfare area Freezing temp – spreading salt Rain/Cold – adequate PPE to maintain warmth. Heat Wave – providing water and shade	Working in the sun Working in the rain Working in cold weather	Keady Ltd/OHOB Ltd	M



Risks shall be managed in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management

Part 9 - Control of Substances Hazardous to Health

Part 17 – Groundworks

Part 19 – Lifting Operations

Part 20 – Working at Height

Part 21 – Work Equipment

Part 22 – Temporary Works

Part 23 – Scaffolding

Part 25 – Noise at Work

Part 26 - HAVS

Part 30 - Streets and Road Works

Part 33 – Loading and Offloading Vehicles

Part 35 – Contaminated Ground

NB: Part 21 covers the maintenance of work equipment (including PUWER)

**2. KEY MEMBERS OF THE PROJECT TEAM**

CLIENT	
Keady Construction Limited	Contact name: Kieran Duggan (T): 01322423100 (E): Kieran.d@keadyconstruction.co.uk
PRINCIPAL DESIGNER	
Keady Construction Limited	Contact name: Aaron McConnell (T): 01322423100 (E): Aaron.m@keadyconstruction.co.uk
ARCHITECT	
Leach Rhodes Walker	Contact name: Ka Yin Man (T): 0161 833 0211 (E): kayin.Man@lrw.co.uk
TECHNICAL MANAGER	
Keady	Contact name: Alex Jalea (T): 01322 423 100 (E): alexj@ohob.co.uk
LANDSCAPE DESIGN	
TBC	Contact name: TBC (T): TBC (E): TBC
STRUCTURAL ENGINEER	
Manhire	Contact name: James Dale (T): 0208 390 9097 (E): jdale@manhireassociates.co.uk
MECHANICAL & ELECTRICAL ENGINEER	
TBC	Contact name: TBC (T): TBC (E): TBC



CLIENT CONSULTANT/PROJECT MANAGER	
TBC	Contact name: TBC (T): TBC (E): TBC
LOCAL AUTHORITY	
Gravesham Borough Council	Contact name: Katherine Parkin (T): 01474 337000 (E): Katherine.Parkin@gravesham.gov.uk
BUILDING CONTROL	
	Contact name: TBC (T): TBC (E): TBC
TBC	
	Contact name: TBC (T): TBC (E): TBC
PRINCIPAL CONTRACTOR	
Keady Construction	Contact name: Kieran Duggan (T): 01322423100 (E): Kieran.d@keadyconstruction.co.uk

3. PRINCIPAL CONTRACTOR'S TEAM

Group CEO	
Keady	Contact name: Kieran Duggan (T): 07734 045252 (E): kieran.d@keadyconstruction.co.uk (E): kierand@ohob.co.uk
HEALTH AND SAFETY	
OHOB Group of Companies	Contact name: Martin Francis (T): 07590 445031 (E): Martin@ohob.co.uk
CONSTRUCTION DIRECTOR	
Keady	Contact name: John O'Donoghue (T): 07720 593418 (E): John.O@keadyconstruction.co.uk
PROJECT MANAGER	
Keady	Contact name: TBC (T): TBC (E): TBC
TECHNICAL MANAGER	
Keady	Contact name: Aaron McConnell / Alex Jalea (T): 07515 326571 / 07877208058 (E): aaron.m@keadyconstruction.co.uk (E): alexj@ohob.co.uk
HEALTH AND SAFETY MANAGER	
OHOB Group of Companies	Contact name: Justin Blaker (T): 07880 494335 (E): justinb@ohob.co.uk



SITE MANAGER	
OHOB	Contact name: TBC (T): TBC (E): TBC
FOREMAN	
OHOB	Contact name: TBC (T): TBC (E): TBC
COMMERCIAL MANAGER	
Keady	Contact name: Ricky Halpin (T): 07943 519 962 (E): ricky.h@keadyconstruction.co.uk
ESTIMATOR	
Keady	Contact name: Andy O'Donnell (T): 07734045260 (E): andy.odonnell@keadyconstruction.co.uk
SURVEYOR:	
Keady	Contact name: Jonathan O'Donnell (T): 07734 045 216 (E): jonathan.odonnell@keadyconstruction.co.uk
	Contact name: (T): (E):



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4. SUB CONTRACTORS

(This Section MUST be updated regularly by the site manager (minimum monthly) throughout the duration of the project to assist in planning)

Sub Contractors are managed in accordance with our Health and Safety Manual, in particular reference Part 11: The Management of Sub Contractors. Sub Contractors are expected to apply the same H&S standards as the OHOB Group of Companies or higher.

ELEMENT OF WORKS	SUB CONTRACTOR	DATE SERVICES REQUIRED	ON APPROVED LIST? Y/N (if no; note date questionnaire sent / received)	PRE-START MEETING DATE:	DATE RAMS REQUIRED BY:	DATE RAMS RECEIVED:
Site Setup and Enabling Works	OHOB – Structures Division	20/05/2024	Y	06/03/2023	13/03/2023	
Ground Works	OHOB – Structures Division	27/05/2024	Y	24/03/2023	08/04/2023	
Superstructure	OHOB – Structures Division	06/2024	Y			

5. CO-OPERATION AND CO-ORDINATION

Cooperation and coordination shall be carried out in accordance with the following procedures from our Health and Safety Manual:

Part 7 - Training, Information and Consultation

Part 10 - Construction (Design and Management)

Part 11 - Management of Sub Contractors

Part 14 - Site Set Up

Progress meetings shall be held at the following durations (state weeks or months):
Once a month.

Title / Name

The following persons shall be invited to attend: **OHOB Group/Keady Construction Limited – Client**
Lead / Aaron McConnell
CEO / Kieran Duggan
Keady – Principal Contractor
Construction Director / John O'Donoghue
Technical Manager / Alex Jalea

The following person shall record and distribute minutes: P. Manager – Paul Munday

The following person(s) are required to carry out tool box talks on a weekly basis:

S. Manager – Titus Romeo Vodnar

The following person(s) are required to carry out daily briefings (Include Sub Contractors):

S. Manager – Titus Romeo Vodnar

It is the responsibility of the Project Manager – Paul Munday to notify the Principal Designer of any temporary works issues or design issues that may have an affect of the safe implementation of the project.

James Herley – OHOB Group of Companies TW designer shall attend design team meetings if invited to do so.

The site team overall responsibilities will be as follows:

Kieran Duggan – CEO: Oversees general direction of the project. Liaises with the Client and the rest of the Project Team at high level. Responsible for all aspects of the project.

John O'Donoghue – Construction Director: Oversees overall construction of the project. Deals with subcontractors, the client and the project team.

Paul Munday – Project Manager: Oversees day to day site and construction activities. Deals with the subcontractors, the client and the project team. Oversees implementation of QA systems, H&S systems, and any other such pertinent systems.

Paul Munday – Site Manager: Oversees a section of the site regarding construction. Also deals with part of the project team. Responsible for the day to day implementation of quality systems, H&S systems and so on.

Justin Blaker – H&S Manager: Responsible with periodic safety inspections and implementation of H&S systems.

Alex Jalea – Technical Manager: Oversees the design and communication of the project team. The following neighbours or stake holders may be affected by our works. The Site Manager is required to keep them informed or any activities that may affect them. (If group communications are required (eg. letter drops etc) state on the following page how this is managed and by who).



Residents between Dalefield Way and Saltun Close	
Address: Dalefield Way, Gravesend, DA12 2 JD	Contact name: TBC (T): TBC (E): TBC
	Contact name: TBC (T): TBC (E): TBC
	Contact name: TBC (T): TBC (E): TBC
	Contact name: TBC (T): TBC (E): TBC

Communication with the above, will be done initially via letter drop.

In order to maintain transparency and trust with the local community, a notice board will be installed close to the site entrance where the Statement of Construction Practice will be made publicly available. Within will also be regular updates with progress and planned works, along with site contact details.



6. ARRANGEMENTS FOR INVOLVING WORKERS

The site manager shall seek the experience and expertise of operatives when producing task specific risk assessments and safe methods of work.

If operatives have any health and safety concerns, they shall be encouraged to notify:
S. Manager –Paul Munday immediately.

All personnel are able to seek advice from the OH&OB Group Health & Safety department without prejudice. Any issues causing concern can be raised directly. In addition, the Health & Safety Department are supported the Construction Health and Safety Group, who can be contacted for further Health & Safety advice.

All personnel are encouraged to make suggestions as to how to make the workplace safer and to point out any unsafe working practices. All suggestions will be recorded and communicated appropriately.

Tool-box talks may also be used for operatives to raise concerns or give suggestions regarding safe methods of work and safe working conditions.

In addition, briefings regarding safe methods of work shall be carried out at the following duration: Daily for all activities

By: Titus Romeo Vodnar

Job Title: Foreman

SITE INDUCTION

The site induction process shall be carried out in accordance with the following procedure from our Health and Safety Manual:

Part 11 - Training, Information & Consultation

Key elements covered in induction will include:

- Company Policy on Health, Safety and Welfare
- Health & Safety Plan content
- Management Team and their responsibilities
- Site Specific Safety Rules
- Specific hazards on site
- Site lay-out: Welfare, First Aid, Fire Points and Fire Assembly Area
- Training
- Means of Communication on Health & Safety
- P.P.E.
- Drugs and Alcohol policy
- Disciplinary Procedure
- Emergency / fire Procedure
- Method statements & Risk Assessments
- Local residents and impacts from our works

In addition to the above the following site rules are also to be implemented

- Safety helmets to BS EN 397, Safety footwear to BS EN 345 and High Visibility vests (or polo shirts) must be worn at all times.
- Hand and Eye Protection must be worn in accordance with Risk Assessment requirements.
- Noise to be kept to a minimum and in particular during early hours
- No playing of radios or any other mobile equipment such as walkmans etc.
- No reversing on site unless under the direction of a banks man.
- All personnel to be inducted by Keady and not to start work unless inducted.
- All personnel presenting themselves for induction must produce a CSCS card for verification. This applies to any sub-contract personnel as well as directly employed personnel.
- All accidents must be entered in the site accident book. Copies of accident book entries must be submitted to the OHOB Ltd H&S Department immediately.
- Permits to work are required for excavations, confined space working, hot working, and use of ladders.
- Access for emergency services vehicles must be maintained at all times.
- Smoking, eating and drinking is only permitted in welfare area, none on site.
- Anyone under influence of drugs or alcohol will be removed from site instantly and may not return.
- All personnel employed on site must be able to comprehend basic English.
- No classified oxidising products to be used on site.
- No outside personnel are allowed to wander around the site, and visitors to be accompanied by an inducted person, regular visitors must be inducted.
- All personnel to be properly dressed for the task. No wearing of singlet's, shorts or other items likely to cause offence by way of writing on them.
- All machinery and operators to be fully trained and they must carry current certificates for inspection upon request.



- No fires are permitted on site.
- Lone working is not permitted.
- Hearing protection and respiratory protection must be worn when required as stated in the attached risk and COSHH assessments.
- High impact fully enclosed goggles & hearing protection must be worn for use with all disc cutters/grinders. Dust suppression measures will be enforced.

Non-compliance in any safety rules will result in disciplinary action that may lead to summary dismissal from site.

A copy of the site induction specific to this site (using form SF 07-01b-03 is located in appendix A of this document.

7. WELFARE FACILITIES

Welfare facilities shall be planned in accordance with the following procedure from our Health and Safety Manual:

Part 14 - Site Set Up

For the period of time this CPP is currently valid for the maximum amount of operatives on site at any one time is: 35No

There are sanitary conveniences already provided on site:

Description	Number	Location
Men's Cubicles	4	Site toilet cubicle
Men's Urinals	4	Site toilet cubicle
Women's Cubicles	1	Site toilet cubicle
Portable toilet	0	N/A

The following washing facilities shall be provided:

Description	Yes (number of) / No	Location
Hot and cold running water	Y	Site toilet cubicle
Warm running water	Y	Site toilet cubicle
Soap	Y	Site toilet cubicle
Hand towels	Y	Site toilet cubicle
Air dryers	Y	Site toilet cubicle
Showers	N	N/A

The following numbers of tables and chairs (with backs shall be provided):

Tables: 12 No

Chairs: 24 No

Drinking water shall be provided by the following means: Containerised fresh water

The following appliances shall be provided:

Description	Yes (number of) / No	Location
Kettle	Y – 2	Canteen
Heating Urn	Y – 1	Canteen
Fridge	Y – 2	Canteen
Microwave	Y – 2	Canteen

Power shall be provided by: Generated electricity / internal

Cleaning of the welfare facilities shall be provided by: S. Manager – Paul Munday

Temperature of the welfare facilities in maintained by means of: Radiator via electricity



Changing rooms are provided in the following location: Drying Room and are available for 35No operatives.

It should be noted that an oasis unit may be used as part of the on-going works relating to the forming of the compound and welfare areas.

**8. FIRE AND EMERGENCY PROCEDURES**

The following procedures from our Health and Safety Manual shall be implemented on site:

Part 13 - Accident Reporting Investigation

Part 15 - Fire Precautions

The First Aider(s) is / are:

NAME	PHONE NUMBER
S. Manager – Paul Munday	01322423100
Foreman – Titus Romeo Vodnar	01322423100

The Appointed Person(s) is / are:

NAME	PHONE NUMBER
Mariusz Sienicki	01322423100

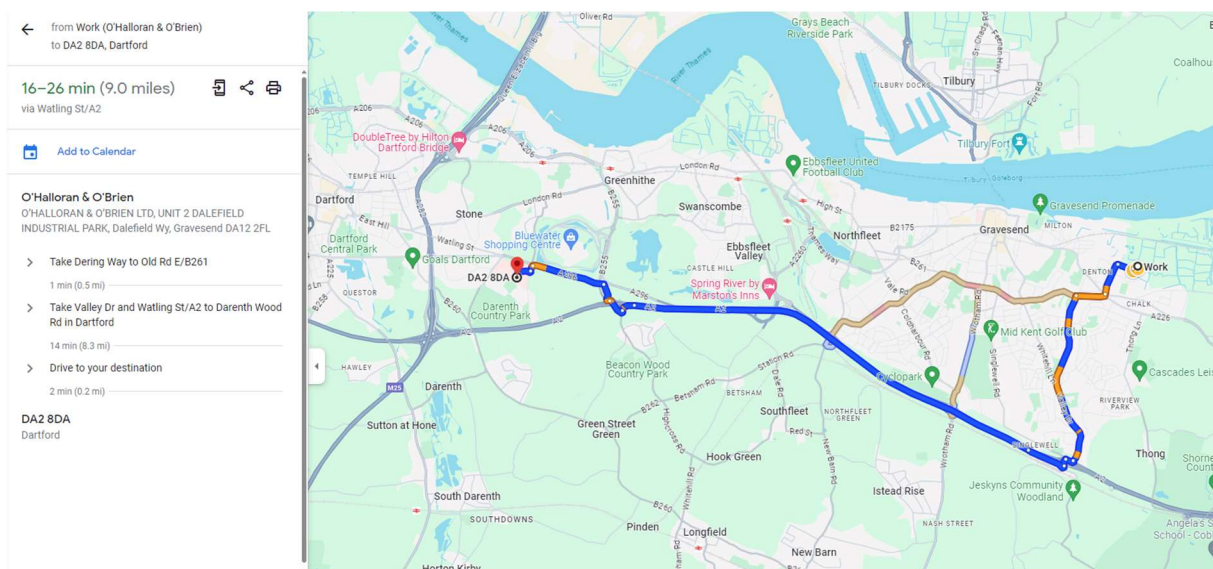
The emergency muster point is located at: other side of the road/ main gate in the green area.

The S. Manager –Paul Munday is responsible for calling the emergency services if required, in his absence this duty will be delegated to Titus Romeo Vodnar.

The nearest hospital with A&E facilities is:

Darrent Valley Dartford	
Darent Valley Hospital, Darent Wood Road, Dartford, Kent DA2 8DA	(T): 01322 428100 (E): generalenquiries@dvh.nhs.uk

A map similar to the below shall be displayed on the site notice board.



All accidents, incidents and near misses must be reported to the S. Manager – Paul Munday immediately it is safe to do so. The S. Manager is then required to inform a member of the H&S Department before the end of the working day. If the above person is not readily available the 1st aider needs to be notified immediately: Any Keady Manager is a trained 1st aider.

A minimum of 2 first aiders will be on site at all time so that in the event that one is missing the other should cover. There will be at a minimum one 1st aider for 100 people. In practice, minimum 2 1st aiders for 100 men, 3 for 200, 4 for 300.

1st Aid supplies will be kept in the Site Office.

Fire detection is provided by means of: Air horn

Fire points are located at the following locations and comprise the following equipment:

Location Description	Equipment Provided (eg air horn, fire bell 1 x CO ₂ , 1 no. Foam etc)
Welfare	1no Air Horn, 1 no Foam, 1 no Water

The Fire Marshal(s) is / are:

NAME	PHONE NUMBER
S. Manager – Paul Munday	01322423100



If additional emergency arrangements are required for this site note the hazard and control measures below (if none, state 'none'):

Emergency	Control / Procedure
Fire	Evacuate and call emergency services. Notify the Management.
Police	Call the police. Follow their advice.
Environment Agency	Contain if possible, notify the OHOB Group of Companies Technical Director: Steve Burke and follow the advice given. SteveB@ohob.co.uk 07734 045236 Environmental Agency National Hotline: 0800 807060 (24 Hour) – To report an environmental incident
Health & Safety Executive	Provide 1 st aid where required. Call the emergency services if required. Call the H&S Department and follow the advice given.



9. SECURITY ARRANGEMENTS

Security Arrangements shall be planned in accordance with the following procedure from our Health and Safety Manual:

Part 14 - Site Set Up

Security and CCTV to the site can be provided by: Caliber Security.

There are already security measures in place and this is regularly reviewed and depending upon the outcome of the assessment security system updates are implemented.

Individual work areas shall be kept secure by the use of physical edge protection systems for excavations by way of steel crowd barriers.

All barrier systems shall be of a singular type and safety signs will be erected to provide information.

Access to welfare facilities will be via the safe routes within the larger compound area. Note that there are areas within the overall compound where as a minimum Hi-Viz vests must be worn.

All plant and refuelling areas are secured within the compound.

**MONITORING ARRANGEMENTS**

Monitoring arrangements shall be carried out in accordance with the following procedures from our Health and Safety Manual;

Part 12 - Performance Monitoring

Part 21 - Work Equipment

The Health and Safety Manager shall visit the site at 4 weekly durations to carry out a H&S Inspection. This shall be issued to the site manager, managing director and the director of H&S. OHOB Group expect a minimum score of 90% to be achieved.

The following persons are required to carry out an inspection weekly and maintain within the site filing. Contractors may use their own inspection forms or use OHOB's SF-12-01-01.

Name / Contractor / Job Title	Work area to inspect
Paul Munday / Keady / Project Manager	Whole Site
Titus Romeo Vodnar / OHOB Structures / Site Manager	Work areas covered by OHOB Structures

A tool-box talk shall be carried out by the site manager by using weekly extracts from the CITB -GT700 tool box talk manual to remind all operatives of their individual responsibility to report unsafe actions or situations. Daily monitoring shall be carried out informally all persons on site daily.

Daily task briefings are to be carried out with every site operative in attendance. These briefings will outline how the works are to be conducted during the coming day and will also focus on any issues raised from the previous day's work. These daily task briefings are to be recorded on the appropriate company form as outlined within the procedures manual.

10. TRAFFIC MANAGEMENT

Traffic shall be managed in accordance with the following procedures from our H&S Manual: Part 18 - Transport Safety

Vehicular access to the site will be via site access road off Dalefield Way, both vehicle and pedestrian access is provided via main access road, pedestrian and vehicle access to be segregated by use of suitable barrier.

The Vehicle and pedestrian routes will be marked visibly on the ground and the segregation will be achieved by using pedestrian barriers. Crossing points will be signalled and used with the red gated hoops. The TMP will be updated to suit site conditions and will be reflected on site with every change.

There are 2 laydown areas, one for vans that do quick drop offs and collections, and one for lorry loading and unloading. These will be marked on site as per the TMP.

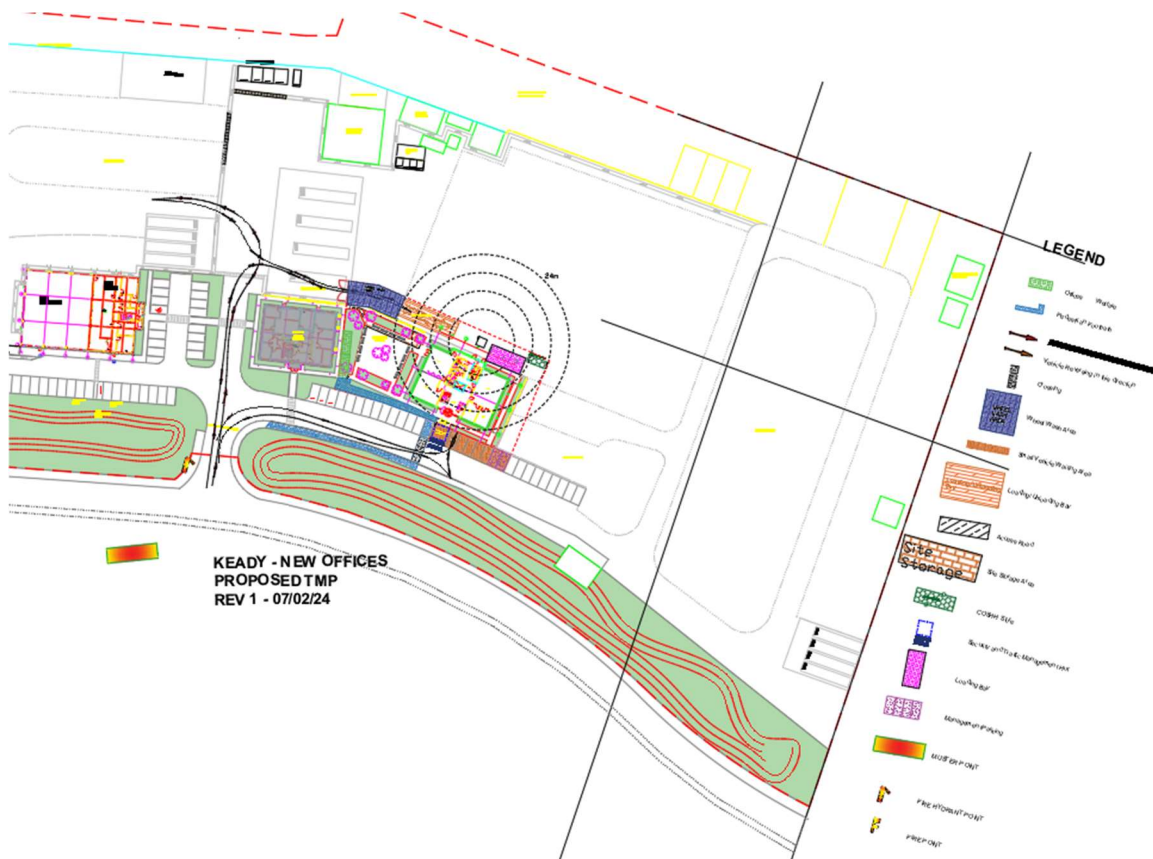
All deliveries and collections will be booked in with the site management.

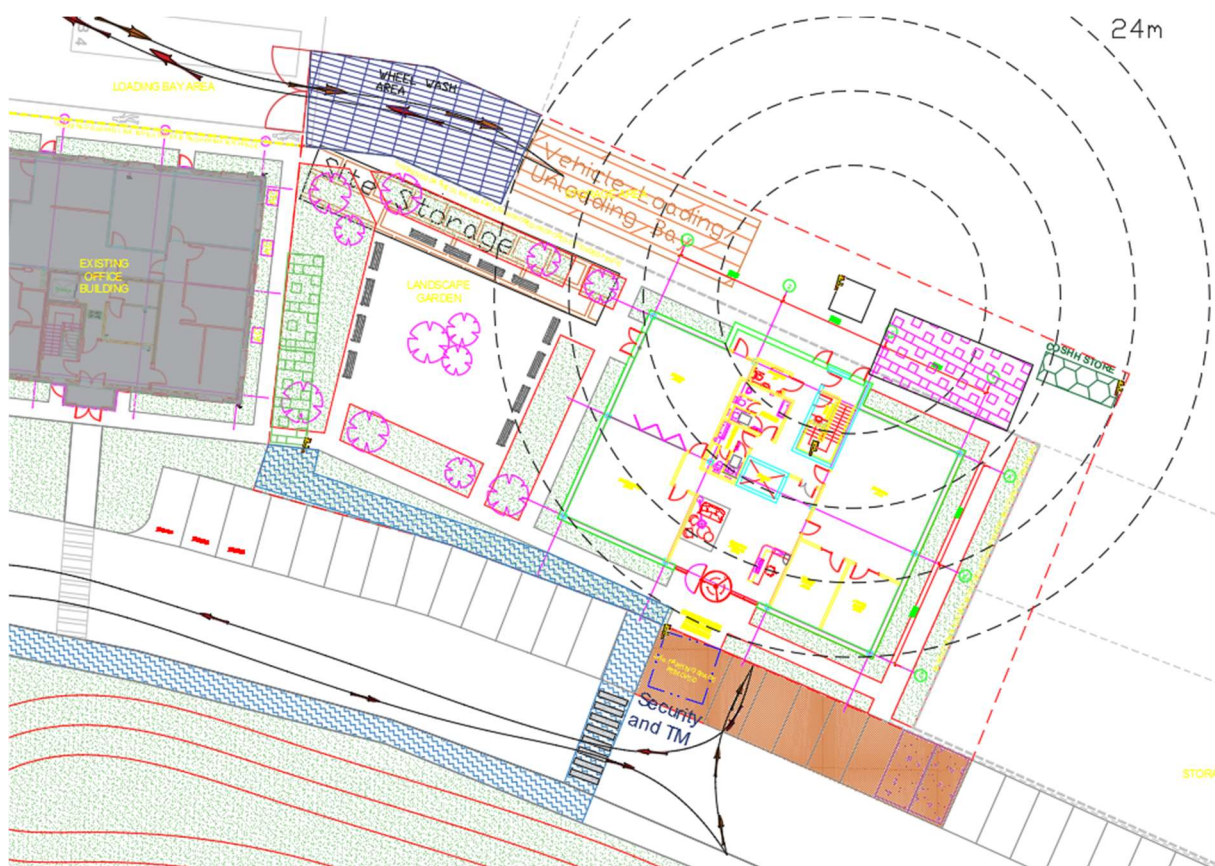
Loading and unloading will be mainly done by crane or forklift. Please check Appendix B for crange.

The speed limit of the site is: 5 Mph.

The S. Manager is responsible for ensuring all signage is appropriate and kept in a clean and visible condition.

The main storage area is located on the N elevation of the temporary site, between the new building footprint and the yard area. The secondary loading area is situated on the S elevation of the site compound: please see the designated storage area as outlined on the logistics plan and in accordance with the fuelling storage facility layout - see appendix D





We encourage all the personnel to make use of public transport as long as this is practical, reasonable and safe to do so.

Parking of contractor's vehicles for loading and unloading will be at the designated location on the TMP and this will be limited within the site boundary; parking on surrounding local roads by contractors will NOT be permitted.

All large deliveries are within enclosed vehicles or sheeted / netted.

Deliveries will be accepted as below during hours of work:

Mon - Friday – **Delivery** times within 08:00 am and 17:30 pm

Saturday – 08:00 Hrs – 12:30 Hrs

Sundays and Bank holidays - No deliveries permitted

All site personnel and haulage contractor's will be made aware of peak traffic times around the site so as to avoid movements onto and within the highway network which may affect members of the local community, this will be confirmed during all procurement processes and site inductions.

The following conditions on site / within the surrounding area are applicable to this site:

Hazard	Control Measure(s)
Gate, Footpath, Public Road: Running over pedestrians	Barriers at the gate and Traffic Marshal active during vehicle movements
Gate, Footpath, Public Road: Collision with oncoming traffic	Traffic Marshal active during vehicle movements

Within site boundary: Running over site operatives – routes	Segregated access routes for pedestrians and site traffic. Marked Crossing Points.
Within site boundary: Running over site operatives – work areas	Banked movement of plant and machinery outside of designated routes. “Thumbs Up!” system in place between operatives and plant/vehicle operators

16. CONTROL OF SPECIFIC RISKS

This CPP must document control measures for reducing the specific risks noted below, if they are relevant to this project. The specified risks noted below are required to be addressed within this CPP (if relevant to this project) to comply with CDM 2015.

If the specific risks noted below are not relevant to the project the CPP is for state “not applicable” in the control measures section.

All site surveys, including services and other drawings and information to health and safety, such as soil reports, existing structures and other such pertinent information shall be kept digitally on the document management system (VIEWPOINT) and hard copy for ease of access on site.

RISK OF BURIAL UNDER EARTH FALLS:

Control Measures:

Permit to work systems to be implemented, trained operatives to be utilised, detailed RAMS to be produced and communicated, temporary works to be designed and introduced

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management

Part 17- Excavations and Drainage

Part 22- Temporary Works

RISK FROM CHEMICAL OR BIOLOGICAL SUBSTANCES:

Control Measures:

Permit to work systems to be implemented, trained operatives to be utilised, detailed RAMS to be produced and communicated, plan to be made available with the potential hazardous areas. Decontamination (if confirmed) to be executed by specialist subcontractor.

WORK NEAR HIGH VOLTAGE UNDERGROUND SERVICES:

Control Measures:

Permit to work systems to be implemented, use of utility drawings, trained operatives to be utilised, detailed RAMS to be produced and communicated

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management

Part 17 - Excavations and Drainage

Part 19 – Lifting Operations

WORK NEAR PUBLIC HIGHWAYS:**Control Measures:**

Working in accordance with NRASWA, obtain licences for road closures, traffic management plans to be in place, diversion of all utilities above and below ground

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management

Part 17 – Excavations and Drainage

Part 18 – Transport Safety

Part 19 – Lifting Operations

Part 22 – Temporary works

Part 30 – Streets & road works

WORK NEAR LIVE OVERHEAD UTILITY SERVICES:**Control Measures:**

Permit to work systems to be implemented, use of utility drawings, trained operatives to be utilised, detailed RAMS to be produced and communicated, work to GS6, obtain advice from utility company

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management

Part 17 – supplemental - A guide to working near overhead power lines

Part 18 – Transport Safety

Part 19 – Lifting Operations

Part 22 – Temporary works

Part 30 – Street and Road works

INSTALLATION & SITING OF WELFARE UNITS**Control Measures**

Trained plant operators for all driven/lifting plant, trained operatives to be utilised, detailed RAMS to be produced and communicated

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management

Part 18 – Transport Safety

Part 19 – Lifting Operations

COLLISION WITH HEAVY PLANT & EQUIPMENT**Control Measures:**

Trained plant operators for all driven/lifting plant, trained operatives to be utilised, detailed RAMS to be produced and communicated

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management

Part 18 – Transport Safety

Part 21 – Work Equipment

WORKING IN EXCAVATIONS**Control Measures:**

Trained plant operators for all excavator operations, trained operatives to be utilised for pipe laying, detailed RAMS to be produced and communicated, Permit to Work systems to be implemented daily. Lifting and Lowering operations to be planned. Temporary works to be considered and designed.

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management

Part 17 – Excavations and Drainage

Part 18 – Transport Safety

Part 19 – Lifting Operations

Part 22 – Temporary works



FORMING OR SWALES AND INFILTRATION PONDS

Control Measures:

Not applicable

FORMING OF HAUL ROADS

Control Measures:

Trained plant operators for all driven plant, trained operatives to be utilised, detailed RAMS to be produced and communicated, traffic marshals

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management

Part 18 – Transport Safety

Part 21 – Work Equipment

TEMPORARY DRAINAGE STRATEGY

NOTE: The site works are close to the water table.

Control Measures:

Existing Surfaces (ie welfare, access road) will have debris netting at gullies to prevent solid materials from entering or blocking surface water drainage.

Wheel wash facilities will make use of current yard infrastructure – due to proposed segregation implementation mud is not expected to be carried to the rest of the yard or the public roads.

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 6 – Environment

Part 9 – Control of Substances Hazardous to Health

MUD AND GRIT TRANSFER TO PUBLIC HIGHWAY

Clarification:

Out of the 2 traffic routes on site, one will have no access to mud or grit and no risk of transfer to public roads. The other route will have traffic travelling up to the actual building site but will be segregated from site works – so no mud should come into contact with delivery vehicles.

Control Measures:

Use of existing concrete hard standing. Use of Wheel Wash at exit, on Hard Standing. Use of existing site drainage arrangements and sump for water collection. When and if necessary, road sweepers can be called in to maintain a clean public highway around the site vicinity.

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management

Part 18 – Transport Safety

Part 21 – Work Equipment

DUST AND DIRT CONTROL MEASURES

Control Measures:

Use of mist machines (similar in function to Inmalo's Dust-Boss DB60) whenever dust risk is increased.

Use of crushed site routes (reduces mud levels to washout area).

We shall also work in accordance with the following procedures from our Health and Safety Manual:

Part 8 – Risk Management



Part 6 – Environment
Part 18 – Transport Safety
Part 21 – Work Equipment



APPENDIX A – SITE INDUCTION

HEALTH & SAFETY PROCEDURES		OHOB-SF10-01-03
SAFETY INDUCTION		September 2018
Site:	Contract No.:	
You are required to work with maximum care of your own health and safety and to ensure that you do not put the health or safety of any other person at risk.		
The Board of OHOB and its members recognise that maximum safety is the most important factor in the design, construction, operation, maintenance and use of any structure and that the health, safety and welfare of all employees, persons in training, apprentices, temporary workers and other persons who may be affected by their activities and conduct of business.		
The scope of the project includes:		
The Principal Contractor is:		
The OHOB/Principal Site Manager is:		
The OHOB/Principal Site Foreman is:		
Your Supervisor is:		
The Plant Areas are:		
The mobile plant is located at:		
Your office is located at:		
Your break times are:		
Required / Not Required / Given as appropriate		
Notes: OHOB/SF10-01-03 is compulsory for this site. If you have produced the safety induction you have passed the test. You must have a valid OHOB Card Number.		
Please describe any OHOB issues you have with the site management at this time and what you will do to control the risk.		
SITE WIDE HAZARDS:		MEASURES TO CONTROL THE RISK:
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HEALTH & SAFETY PROCEDURES		OHOB-SF10-01-03
SAFETY INDUCTION		September 2018
YOU MUST		YOU MUST NOT
- Wear a safety helmet - Wear a protective footwear - Wear a hi-visibility vest or jacket - Wear eye protection when required - Wear gloves as specified or as required by the task - Wear other protective clothing (PPE & RPE) provided for the task - Wear seat belts and always use a life line - Wear earplugs or ear muffs when working near noisy equipment - Obey all warning and restriction signs - Comply with all temporary works - Follow procedures or permit to work system - Remember extensive caution when digging near buried services - Report all injuries, incidents and dangerous occurrences - Inform the Site Manager / Supervisor if you are under 18 - Advise your supervisor if you are under medication - Report unsafe acts or conditions		- Alter or adjust any safety systems unless trained and authorised to do so - Use damaged equipment or tools - Remove guards from tools or machinery - Throw anything from a height - Change electrical systems unless trained to do so - Operate any plant unless trained to do so - Work on any plant not properly equipped for the purpose - Leave vehicles unattended or left with the engine running - Leave tools in the vicinity of any plant unattended - Work with electricity - Enter confined spaces without proper authority - Enter underground excavations without proper authority - Work on roofs without proper authority - Use power tools or heavy machinery without proper instruction - Smoke or use open flames on site - Smoke or use mobile telephones on site - Alter any temporary works unless under a T10 permit
Notes: The above rules are not exhaustive. They have been selected from the Health & Safety and Environmental Plan and are to be completed with all other OHOB rules.		
WARNING: ALL WORKERS MUST WEAR A T10 PERMIT TO WORK		
TO BE COMPLETED BY THE OPERATOR		
VERIFICATION LIMITATIONS		
(NOTE: It is the operator's responsibility to inform OHOB/Principal of any pre-identified risk they may be taking or residual condition that may affect their safety or that of others)		
I confirm that to the best of my knowledge I am not aware of any residual condition that may affect my safety or that of others while I am working on site.		
Alcohol and Drugs: I have confirmed that I am not under the influence of alcohol or drugs and agree to abide by the site rules regarding the taking of alcohol or drugs.		
Signature:		WITNESS OF K10
DATE OF BIRTH:		WITNESS OF K10 TELEPHONE NUMBER:
TELEPHONE NUMBER:		DATE:
FOR SIGNATURE		
Any person who shows a lack of safety understanding or who fails to apply a safe system of work will be asked to stop work and remove them self from the site with immediate effect. This will not be allowed to return to work on the day of the offence and you will NOT receive that day's wages. If you are found breaching more than 3 offences you will NOT be permitted back to the site for 14 days and a record of your safety performance will be placed on file for employment in other OHOB Group companies.		
To be completed by person undertaking the induction		
I confirm that the above person has received the induction briefing and is authorised to enter the site for the purpose of performing their duties.		
Name:		Signature:
Position:		DATE:
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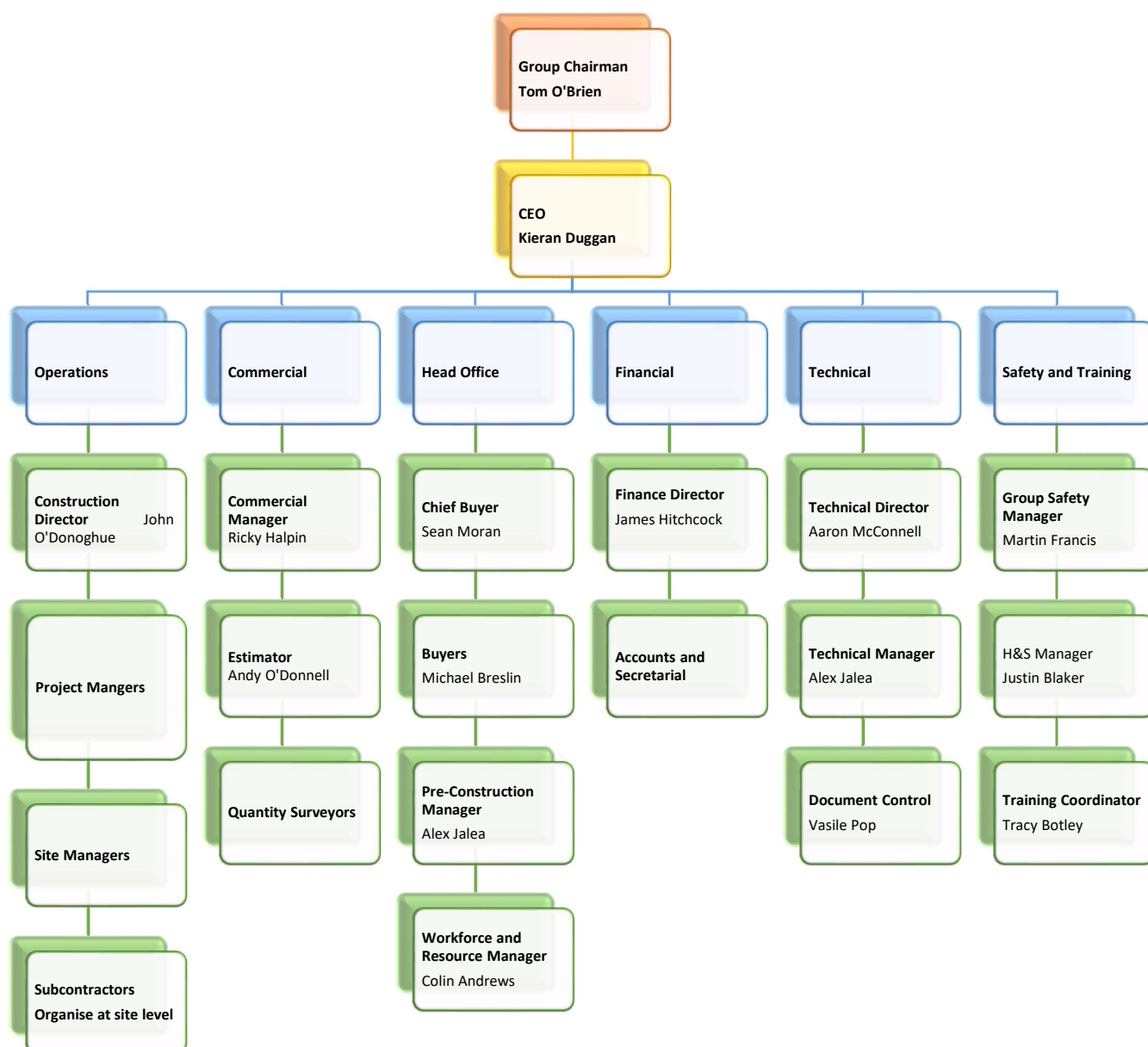


APPENDIX B - TRAFFIC MANAGEMENT PLAN

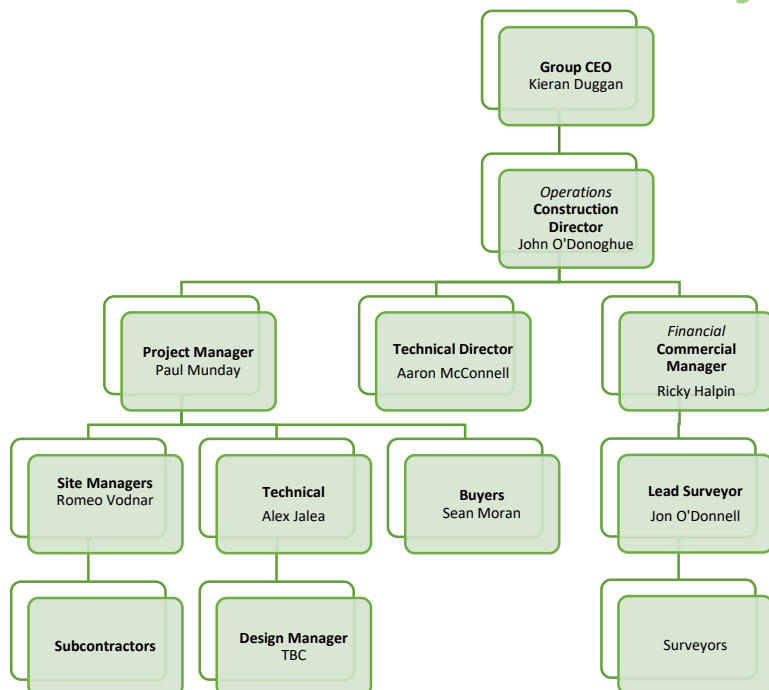


APPENDIX C – PROJECT and ORGANISATION CHART

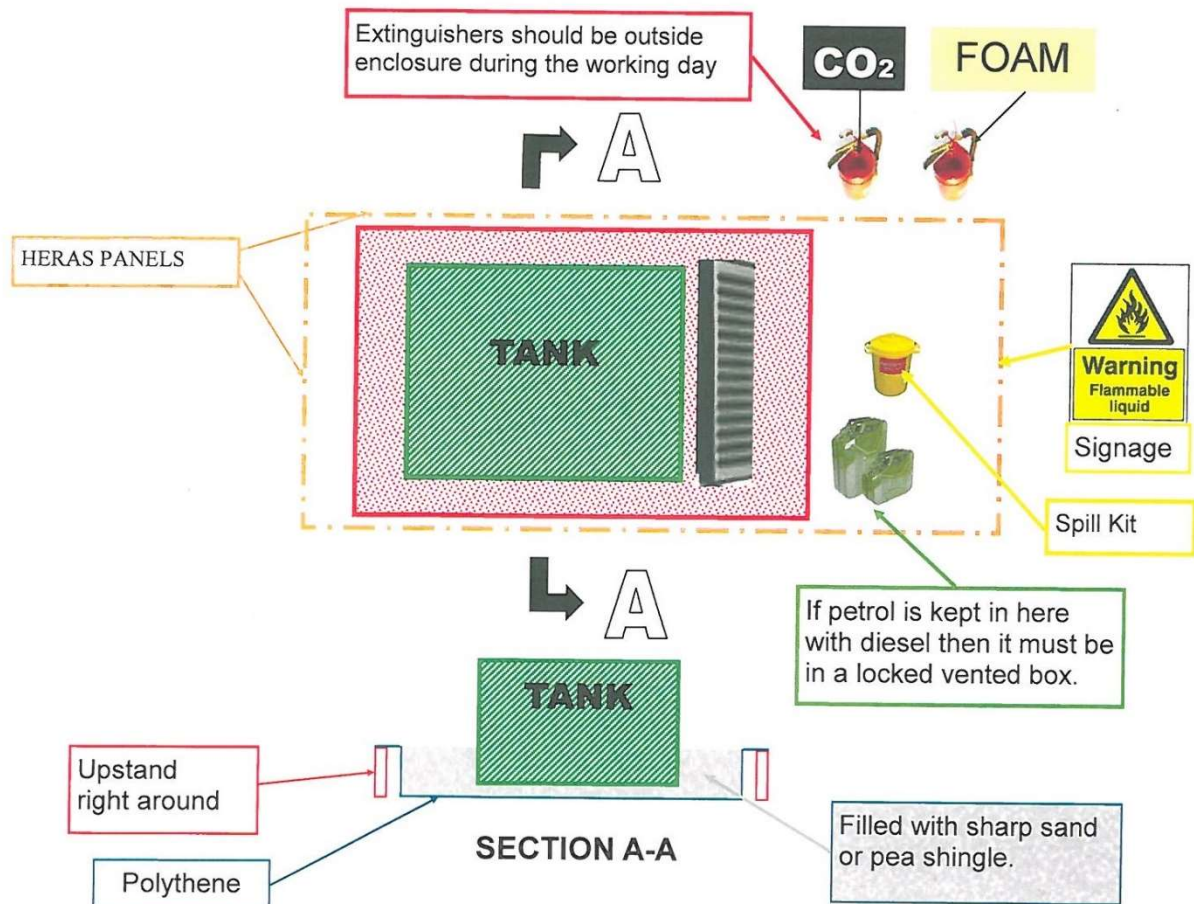
Organisational Chart



Organisational Project Chart – Dalefield Way



APPENDIX D – PROJECT FUEL STORAGE FACILITY





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