

What are the Hazards?	Who might be harmed and how?	Controls in place	Further Controls required	Action by Whom	Action by When	Done
Use of Excavators						
Overturning of machine	Operator	<ul style="list-style-type: none"> All operators will hold current and relevant CPC card or Company accepted equivalent. Management must ensure speed restrictions are enforced and travel and operations on a gradient must be controlled by site supervision to ensure machine stability. 				
Persons struck by machine/bucket/load	Site personnel	<ul style="list-style-type: none"> For 360 machines, 600mm clearance must be allowed for tail swing. A banksman is to be used where the operator's vision is impaired or the machine is operating in a congested area. During induction, all personnel to be warned to stay clear of all operational machines unless approach is absolutely necessary. Loads must not be slewed over personnel, vehicles or cabins. 				

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Quick Hitch attachment falls off	Site personnel	<ul style="list-style-type: none"> • All operators to be trained in the safe use of the quick hitch on their machine. Site Management to check this qualification for all hired in machines. 				
Burst hydraulic hose	Site personnel, operator	<ul style="list-style-type: none"> • All operators to include visual check of quick hitch during daily checks and record this on check sheet. • When changing attachment, operators to carry out physical check of attachment before use. 				
Machine overturning	Driver, other site personnel	<ul style="list-style-type: none"> • Planned maintenance programme adhered to for machine. • Operator to carry out daily checks and record results. • Spill skits maintained in plant • Spill kits available each side of river • Centre of gravity of loads must be kept as low as possible and on the centreline. 				

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Earth Moving Plant Injury to pedestrians	Site personnel	<ul style="list-style-type: none"> All drivers must hold current and relevant CPCS card or Company accepted equivalent for machine. A banksman is to be used when driver's vision is impaired or working in congested area. Drivers must adhere to site speed limit and keep to site traffic routes at all times. Audible reversing warnings or mirrors for all round visibility or a combination of the 2 will be fitted where appropriate. Drivers must adhere to site traffic routes. 				
Machine overturning	Driver, other site personnel	<ul style="list-style-type: none"> Centre of gravity of loads must be kept as low as possible and on the centreline. Operating and loading across slopes will be avoided where practicable. 				
Machine falling into excavations	Driver, site personnel in excavation	<ul style="list-style-type: none"> Stop logs or similar must be fitted at the edges where plant is operating Handbrake must be applied when loading, tipping or parked. 				

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Burst hydraulic hoses	Driver, site personnel	<ul style="list-style-type: none"> • Driver must carry out visual check of machine before the start of each shift. • Planned maintenance schedule to be adhered to. 				
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<p><u>Plant Movements</u> Collision with other plant on site</p> <p>Contact with pedestrians</p>	<p>Driver of either piece of plant</p> <p>Damage to person through impact forces</p> <p>Contact with part of the other plant during collision</p> <p>Pedestrians</p>	<ul style="list-style-type: none"> • Drivers will check visually that no other plant is in close proximity prior to movement. • Excavators are fitted, as a minimum, with mirrors for all round vision • Flashing beacons are fitted to all types of plant and will be used at all times whilst in the work areas. • Drivers are to be aware of all other plant within proximity of them. • All vehicles with restricted rear vision must be banked by a competent person when reversing. • Drivers will check using mirrors and rear view cameras (where fitted) to ensure that no pedestrians are in the area prior to movement. • Pedestrians will attract the attention of the driver and only after the plant comes to a complete halt will they enter the work area. 				

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		<ul style="list-style-type: none"> • Driver will cease work and all movement of plant prior to pedestrians entering the work area. • Pedestrians will wear high visibility clothing at all times when on site. • All vehicles with restricted rear vision must be banked by a competent person when reversing. 			
Loss of control of plant	Any personnel on site Contact with plant	<ul style="list-style-type: none"> • All plant must be regularly serviced and maintained with physical proof of this given to site staff prior to work commencement. • Driver will perform daily maintenance checks and will not commence work if fault is found. • All personnel will at all times remain outwith the working areas of plant unless the driver has acknowledged their presence and brought the plant to a complete standstill. 			
Overturning of plant	Driver of vehicle or any personnel in the vicinity	<ul style="list-style-type: none"> • Plant is not to traverse steep slopes. • All other personnel are to keep a safe distance from plant whilst it is in motion. • Driver will be made aware of stability of ground below machine working area. 			

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All previous	Any person on site	<ul style="list-style-type: none"> • Plant will not work in close proximity to excavated drainage tracks, vertical drops or unstable edges. • Only trained and competent personnel will be permitted to operate any type of plant on site (physical proof required prior to work commencement). • All personnel will receive the appropriate induction prior to work commencement. 				
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Use of small dumpers						
Injury to pedestrians	Site personnel	<ul style="list-style-type: none"> All drivers must hold current and relevant CPC card or Company accepted equivalent for machine. A banksman is to be used when driver's vision is impaired or working in congested area. Drivers must adhere to site speed limit. 				
Person falling from machine	Driver, other site personnel	<ul style="list-style-type: none"> Driver must wear seatbelt. Passengers must not be carried. Driver must dismount during loading. Handbrake must be applied when loading, tipping or parked. 				
Machine overturning	Driver, site personnel	<ul style="list-style-type: none"> Driver must adhere to site speed limit. Extra care to be taken when working on slopes, especially when crossing the gradient. 				

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Machine falling into excavations	Driver, personnel in excavation	<ul style="list-style-type: none"> • Stop logs or similar required at excavation edges where dumpers are working. • Handbrake to be applied when loading or parked. 				
Burst hydraulic hoses	Driver, site personnel	<ul style="list-style-type: none"> • Driver must carry out visual check of machine before the start of each shift. • Planned maintenance schedule to be adhered to. 				

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<p>Buried Services</p> <p>Hitting a service</p>	<p>All personnel involved</p>	<ul style="list-style-type: none"> • Full details and plans of services in vicinity to be obtained from service providers/local authorities. • Permit to <i>break ground</i> to be issued by site management. • Area to be CAT scanned to identify electrical services and any services within metal pipes. CAT operators to be trained in use of CAT. • Trial hole(s) to be dug to confirm locations and route of service to be marked on ground. This route also to be transposed onto drawings on PTD. • Assume all services are live until proven otherwise. • All involved to be briefed on permit to dig before work starts. • Any service crossing an excavation will be supported. 	<p>Known services will be located as per RAMS.03 'Trial Holes' prior to any excavation works commencing in works area</p>			

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Excavations						
Collapse of sides	Personnel working in excavation Site personnel	<ul style="list-style-type: none"> • If excavation deeper than 1.2m, sides to be stepped, battered or supported. Where required, supporting system must be designed. Personnel erecting any shoring system must be trained in its use. • Spoil and materials to be stacked back a minimum of 1.5m from edge. • Excavations will be inspected daily and the results of this inspection recorded. Excavations which are supported will be inspected before each shift. 				
Persons falling into excavation	Personnel working in excavation Site personnel	<ul style="list-style-type: none"> • Suitable access/egress arrangements must be in place before work starts. Ladders must be fully secure and properly footed. • Stop logs or similar must be placed at edges of excavation to prevent plant over run. • Where the possibility of falling into excavation exists, substantial barriers must be erected to give edge protection. • For deep excavations, an emergency plan must be drawn up to include a rescue plan. 				

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<p>Flooding/hazardous atmosphere/contamination</p>	<p>Personnel working in excavation</p>	<ul style="list-style-type: none"> Where the possibility of flooding, hazardous atmosphere etc exists, the rules for a confined space will also apply. 				
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<p>Access/Egress</p> <p>Suitable Access</p>	<p>Pedestrians – falls, struck by plant etc</p>	<ul style="list-style-type: none"> • Pedestrian access routes to be formed to access each side of the burn with suitable gradient and surface • Banksman to be at work face and monitor/ approve access/ egress from work area • Access to main work area to be assessed at time of works and type 1 placed if required for machine/ pedestrian access. 				
<p>Interaction with public</p>	<p>Public/ Pedestrians – Unauthorised access to work area, struck by plant etc</p>	<ul style="list-style-type: none"> • Designated access point to works • Banksman to monitor/ allow access/ egress at point of entry and ensure public can pass safely 				

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<p><u>Environmental Sensitivity</u></p> <p>Polluting the environment</p>	<p>The Environment – Oil spills, discoloration in watercourse</p>	<ul style="list-style-type: none"> • Spill kits sized for the pumps to be in place before works commence • Pumps on drip trays • Daily monitoring to be undertaken and recorded 				
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<p><u>Pedestrians on site</u></p> <p>Contact with vehicles or plant</p>	<p>Any pedestrian on site</p> <p>Pedestrian injury or fatality</p>	<ul style="list-style-type: none"> • Stop unauthorised entry with secure boundaries. • Pedestrian routes will be segregated from vehicles. • Pedestrian access to and through the work areas can be segregated but not at the workface. Here we are reliant upon effective inductions and monitoring compliance with site procedures. • Pedestrians are not to enter working areas of plant whilst the plant is in motion. • All personnel required to work on site will be inducted on the traffic and pedestrian management plan for site. • All pedestrian routes will where practical be signposted/made visible. • Restrict pedestrian access to site to only those who absolutely require that access. • All delivery drivers to be made aware of traffic routes and pedestrian presence on arrival and prior to delivery to site if access requires crossing an area where members of the public may be present. 				

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<p>Slips, trips and falls</p>	<p>Any pedestrian on site</p> <p>Minor injury, major injury or death</p>	<ul style="list-style-type: none"> • All vehicles with restricted rear vision must be banked by a competent person when reversing. • All areas of site to be kept free of debris that might create a trip hazard. • Ground used by pedestrians to be kept reasonably level where practicable. • All excavations are to be backfilled as soon as reasonably practicable and where this is not possible then either suitable edge protection will be provided or edges to be battered back to a suitable gradient. • All manholes, gulley pots etc will be covered immediately using materials capable of supporting a person's weight. • All protruding bars, kerb pins etc will be protected sufficiently to protect a person falling on or tripping over them and also to highlight their presence. • All access and egress to work areas to be suitable, sufficient and secure (i.e. ladders etc. 				
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<p><u>Working Near Water</u></p> <p>Falls of persons into water</p> <p>Drowning</p>	<p>All personnel involved with the works</p>	<ul style="list-style-type: none"> • Edge protection will be used where practicable. • Safety lines where edge protection cannot be provided. • Buoyancy/Life jackets worn by all persons working at waters edge. • Sufficient lifebuoys and rescue lines will be available and checked daily. • Where there is fast flowing water, consideration will be given to the provisions of grab lines downstream. • Gangways and areas near water will be kept clear of obstructions. • Suitable lighting will be provided at edges adjacent to water. • Managers will check method statements supplied by sub-contractors and others, to ensure that the proposed work methods area safe also provisions of first-aid equipment and the presence of a trained first-aider. 				

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		<ul style="list-style-type: none"> • Supervision will ensure all persons required to wear safety equipment are doing so. • All operatives must be given instructions on the systems of work to be undertaken. 				
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<p>Unauthorised personnel gaining access</p> <p>Injury to public</p>	<p>Public</p> <p>Children</p>	<ul style="list-style-type: none"> • All reasonable and practicable steps will be taken to ensure safety of members of public and children who may have lawfully or unlawfully gained access to premises. Steps will be taken to guard or protect obvious hazards. • Where reasonably practicable a suitable 2 metre high enclosure with gates for access, will be erected around a site. • Notices will be prominently displayed at gates requiring a) all visitors to report to Site Manager before proceeding further onto site, b) advising parents that building sites are hazardous play areas for children. • All access gates will be kept closed when not in use and locked in absence of workforce. • All vehicles and plant will be effectively immobilised after work ends and tools kept in locked containers. • All holes and excavations will either be securely covered or securely fenced. 				

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		<p>Those containing water which is more than 0.25m deep will be treated the same.</p> <ul style="list-style-type: none"> • Materials will be stacked in such a manner that they cannot be dislodged or easily moved. • spoil heaps must be kept to lowest reasonable levels and battered to safe angle of repose. • Hazardous substances will be kept under lock and key in enclosures or containers when site is unoccupied. • Electricity supplies will be isolated in locked buildings or compounds and locked off at the end of each day. 				
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<p>COVID 19</p> <p>Persons could be more susceptible to contracting COVID-19 and symptoms are more likely to be more severe or even fatal.</p>	<p>I&H Brown personnel with existing health related issues / weakened immune system.</p>	<ul style="list-style-type: none"> Persons with existing underlying health conditions are to notify their Line Manager HR Dept are recording persons with existing underlying health conditions so that I&H Brown can act accordingly within Scottish/UK Governments advice i.e. Instructed to self-isolate or work from home. I&H Brown will regularly contact the person and review the individual case 				
<p>Spreading of COVID-19</p>	<p>Site operatives, visitors and general public.</p>	<ul style="list-style-type: none"> Any person displaying symptoms of Covid19, however mild are to self-isolate for the period of time advised by Scottish/UK Governments. I&H Brown Site Management are to be notified as soon as is possible. I&H Brown Site Management are to notify relevant Senior Manager. Individual is to Call 111 if symptoms worsen during the isolation period. I&H Brown are to be notified when the individual plans to return to work. 				
<p>Persons whom and came into contact with infected person may spread COVID-19 to others.</p>	<p>Site operatives, visitors and general public.</p>	<ul style="list-style-type: none"> Anyone who has come into contact with affected person/s at their place of residence are to self-isolate, notify Line Manager and follow information given by Scottish/UK Governments. I&H Brown Site Management are to be notified as soon as is possible. I&H Brown Site Management are to notify relevant Senior Manager 				

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<p>Spreading of COVID-19.</p>	<p>Site operatives, sub-contractors, visitors and general public.</p>	<ul style="list-style-type: none"> • I&H Brown are to be notified when the individual plans to return to work. • Avoid all personal contact which includes the custom of shaking hands. • All persons to wash hands / sanitize hands on entering site before and after signing in and out. • All persons are to maintain high levels of personal hygiene, the process is to regularly wash / sanitise hands with soap and water for at least 20 seconds throughout the day. • COVID-19 posters and bulletins are to be displayed and toolbox talked to the team regarding control measures. • Persons are to maintain social distance of a least 2 metres (when and where possible). When reasonable measures are not possible suitable control measures should be implemented such as additional PPE and a minimised period of contact. Absolutely no skin to skin contact is permitted. • I&H Brown Site Management must ensure resources are put in place to disinfect toilets/ canteens/ desks/ chairs/ door handles/ light switches/ tables/ chairs as laid out in the I&H Brown COVID-19 Management Plan. • Cover coughs and sneezes, dispose of used tissues (use your sleeve or elbow rather than your hands to cover a sneeze/ cough if no tissues are available • Wash / Sterilise hands after coughing or sneezing. • Avoid touching your face, nose and mouth with unclean hands. • All persons on site to attend briefing and have opportunity to report whether they fall into the vulnerable groups category. • Site Management to limit number of visitors to site (essential visits only). 				
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		<ul style="list-style-type: none"> • All meetings and /or training are only to be held if essential. • Call and video conference calls / meetings to be held where possible. • I&H Brown Head Office will have notified Sub-contractors of the I&H Brown COVID-19 Management Plan • Sub-contractors must notify I&H Brown Site Management if any of their persons have fallen ill on a site which is suspected to be COVID-19. • Sub-contractors must notify I&H Brown Site Management if any of their persons have been isolated due to Covid19. • All small tools must be wiped clean after each use. • The emergency evacuation point must be sited in a place that allows social distancing for all on site. • Sufficient numbers of first aiders must be on site at all times. The first aid kit must be enhanced with face masks, gloves and hand sanitiser. 				
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