

4. CPH&S Plan

Documents:

1. Construction Health & Safety Phase Plan EEW Eco Energy
World Limited – Neath Port Talbot 13MW Ground Mount Solar
Array

Company Name	Aten Global
Description of project	Details
1. Project description and programme details including any important dates	Delivery and installation of a 13mw Solar PV System. Start date: tbc End date: tbc Delivery Materials
2. Details of the project team, including:	
a) Client	EEW Eco Energy World Limited
b) Principal designer	Aten Global
c) Designer(s)	Aten Global
d) Principal Contractor	Aten-Global
e) Contractor(s)	Aten Global
f) Other Consultants	
3. Extent and location of existing records and plans which are relevant to health and safety on site, including information on existing structures when appropriate.	Location: Project documentation and information, site investigations and plans will be held by the project and construction managers. A copy of the current issue of the Construction Phase Plan, drawings and sub-contractor method statements will be held by the Site manager/ Supervisor is available on request
Management of the work	
1. Management structure and responsibilities.	Project Manager: Nick Munns Senior Site Manager (SSM) - Steve Finch
2. Health and safety goals for the project and arrangements for monitoring and review of health and safety performance.	Comply with all current relevant health and safety laws, regulations and guidance (for example HSG 150 'Health and Safety in Construction' and HSG L144 'Managing Health and Safety in Construction CDM 2015') - Take all reasonable steps to ensure that only authorised persons are allowed into any areas of the construction work; - Ensure as far as reasonably practicable that every employee and sub-contractor working on this project is aware of and complies with all the guidelines contained in the Construction Phase Health and Safety Plan;

	Take reasonable steps to ensure that there is sufficient ongoing supervision and liaison with the client, and that any changes are brought to the attention of those employees and sub-contractors affected.
3. Health and safety arrangements for the construction phase.	The appointed Site manager/ Supervisor will monitor day to day site activities and carry out a formal weekly health and safety site inspection. The Health and Safety Advisor will carry out a programme of Health, Safety and Welfare tours of the site and a review will be carried out at health and safety meetings. Meetings will be held regularly, normally at monthly intervals or as agreed by the Client and the project management team, to review all aspects of the project including Health, Safety and Welfare matters. A diary/ log will be kept and updated throughout the contract period to give information on working activity movements and deliveries etcetera. During the presentation of our monthly Tool Box Talks everyone on site will be encouraged to raise their concerns with the arrangements for the Health, Safety and Welfare. Whilst carrying out the programme of site Health, Safety and Welfare tours the Health and Safety Advisor will consult with a random sample of those working on site. As part of the induction to the site, the Site manager/ Supervisor will remind everyone that they have a duty to raise their Health, Safety and Welfare concerns with the Site manager/ Supervisor. The Site manager/ Supervisor will be identified on the site Health and Safety Notice Boards located in the site office and canteen.
4. Site rules.	<u>Site rules for Drugs and Alcohol.</u> On induction to site a declaration of the use of 'prescription' drugs will be requested by the Site manager/ Supervisor. Alcoholic drinks and illicit drugs will be prohibited on site. Being under the influence of drugs or alcohol at any time whilst on site will be prohibited. Site rules for Personal Protection Equipment, PPE (Safety footwear, Hard Hats, High visibility clothing, etc). a. Site safety instructions, including the requirements for the wearing of PPE will be explained to all contractors, sub-contractors and visitors during site induction.

	b. Site signage will be used to reinforce the mandatory use of PPE. c. Safety footwear must be worn at all times. d. High Visibility clothing worn, will be worn as directed by site signage, risk assessment, method statements and the Site manager/ Supervisor. e. The site is designated a 'HARD HAT' area. Safety helmets will be worn when passing through the site and when working in areas where there is a risk of FALLING OBJECTS or impacts to the head (for example with scaffolding, on or near hoists, or mechanical plant). f. Other PPE, which must be worn, will be specified in relevant Method Statements, by Risk Assessment, and as directed by the Site Manager/ Supervisor. The Site manager/ Supervisor is authorised to take whatever action deemed necessary to enforce the wearing of PPE. <u>Site rules for access and parking (site traffic management):</u> a. Contractors and sub-contractors will be advised to access the site from the Premises Main Access: b. The site traffic management plan, including the arrangements for access and parking, will be explained to all contractors, sub-contractors and visitors during site induction. b. Other than where indicated by site signage, or briefed by the Site manager/ Supervisor, the speed limit for all vehicles and plant on site will be limited to Walking Speed (5mph). c. At all times unobstructed access for emergency vehicles to the site and to nearby buildings must be maintained, traffic routes must be kept clear. d. Roads and footpaths within and adjacent to the site will be maintained as clear as is reasonably practicable of mud and debris. Should it be necessary vehicle wheels will be washed prior to leaving site.
5. Arrangements for:	
a) Co-operation between the project team on site and co-ordination of their work.	Meetings will be held regularly, normally at monthly intervals or as agreed by the Client and the project management team, to review all aspects of the project including health, safety and welfare matters. A diary/ log will be kept and updated throughout the contract period to give information on working activity movements and deliveries etcetera.

	Site rules for plant, tools and equipment: a. The Site manager/ Supervisor will monitor the suitability of work equipment brought onto the site. b. Contractors and sub-contractors will be required to ensure that the periodic servicing and inspection of mobile operating plant, tools and equipment will be carried out in accordance with current regulatory requirements and the manufactures' instructions. Records of daily and weekly inspections will be retained on site. c. All operators of plant and equipment will be trained, competent and be appropriately authorised. The Site manager/ Supervisor will note the Serial Numbers of any relevant competency card schemes on the individuals sit induction training record and monitor the behaviours of operators. d. A pre-use inspection of all Mobile Operating Plant, Tools and Equipment will be carried out. e. Electrical equipment will be rated at 110volts, or battery operated. The prior permission of the Site manager/ Supervisor must be given for the use of 240volt powered equipment. A residual circuit breaker (RCD) must be fitted at the point of connection to any 230-volt supply. Trailing leads will be kept as short as possible. f. Cartridge operated tools will not be used on site unless specifically authorised by the Site manager/ Supervisor. g. Plant, tools and equipment will be secured/ immobilised when not in use and/ or put away at the end of each working day. <u>Site Rules, Burning.</u> There will be no burning of materials on site. <u>Site Rules, Smoking.</u> Smoking will only be allowed in the area(s) designated by the Site manager/ Supervisor. Smoking within any enclosed/ substantially enclosed space will be PROHIBITED.
b) Consultation with the Workforce	Daily work schedule briefings will take place.
c) The exchange of the Design Information between the Client, Designers, Principal Designers and Contractors on site	<u>Pre-Start Meeting, and Weekly Updates.</u> 1. On site meeting prior to installation 2. During the Contract Works the Principal Contractor will liaise, communicate and exchange any relevant information with all duty holders by for example: Day-to-day site briefings by the Site manager/Supervisor and site meetings convened for this purpose.

d) Handling design changes during the project	Changes will be marked up on 'as-built' drawings; and information on hazards: For example: Services, and Hazardous Materials or condition of the building found during construction work passed to the CDM co-ordinator for inclusion in the Health and Safety File. As far as reasonably practicable every contractor will be provided with comprehensive information on any known risks to the health and safety of persons under their control.
e) The selection and control of contractors	As far as is reasonably practicable competent contractors and sub-contractors with adequate health and safety resources, information, training, and where required the capacity for competent persons to supervise employees, will be appointed early enough for the work they have to do. The Site manager/ Supervisor will note the serial number of any relevant competency card schemes on the individuals site induction training record, and monitor the compliance of all contractors and sub-contractors with the site health and safety rules and good practice
f) The exchange of health and safety information between contractors	The Site manager/ Supervisor will exchange relevant Health and Safety information with contractors and sub-contractors.