

SAFETY STATEMENT

ABC Company

Address Line 1
Address Line 2

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PART 1

1.1 APPLICATION

This Safety Statement has been developed to assist ABC Company comply with relevant H&S standards and to ensure that clients are fully aware of ABC Company' commitment to high standards in H&S.

1.2 OBJECTIVES OF THE SAFETY STATEMENT

To provide a reference for the policies and procedures used in house and at any Client sites. It is also used to assess and audit the levels of health and safety being achieved.

To provide evidence that the policies and procedures to ensure health and safety objectives are met and have been thought out and documented in order to help those who must execute them.

To provide a control document to record the pertinent changes to the Company Safety Statement, which become necessary due to the changing business environment.

To provide assurance that compliance with legal requirements for health and safety are being met or exceeded.

1.3 SAFETY STATEMENT

It is my intention that all work will be carried out in accordance with the relevant statutory provisions of the Safety, Health & Welfare at Work Act 2005, the Safety, Health & Welfare at Work (General Application) Regulations, the Construction Regulations and any other applicable regulations from those implemented in 2007. All reasonable practicable measures will be taken to minimise risk to any person who may be affected by my activities.

The Success of the policy will depend on the co-operation of all affected by the business. It is therefore important to communicate the statement to all those affected by the business.

Signed: _____
Manager 1,

Date: _____

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PART 2 – Duties and Responsibilities

2.1 Manager 1 (Assisted by the others as required)

- ❑ Manager 1 will be responsible for implementation of the procedures within the Safety Statement.
- ❑ Review all safety rules bi-annually and, when necessary, recommend suitable changes.
- ❑ Investigate all major accidents and damage to Company property and recommend action.
- ❑ Ensure that accident records are maintained.
- ❑ Ensure that records of hazards/near miss reports are maintained.

PART 3 Arrangements for Safe Working

3.1 RESOURCES

Manager 1 recognises that for the effective implementation of the safety procedures and policies laid down in this Safety Statement, adequate resources and funding must be made available.

Manager 1 undertakes:

- To include health and safety considerations into all annual estimates for the running of the company.
- Undertake that in so far as is reasonably practicable resources shall be made available for any upgrading, maintenance, replacement and repair of facilities
- Undertake to provide resources for the ongoing monitoring of health and safety and for the provision of training in health and safety.

3.2 TRAINING

As Manager 1 will not be employing any staff, Manager 1 will ensure that his own training and records of same are kept up to date.

3.3 SAFETY CONSULTATION

Section 13 of the 2005 Act places a general obligation on Manager 1 as employer to consult with and to take account of any representations made by the employees for the purpose of giving effect to its statutory duties.

As Manager 1 does not have employees at present a process for consultation will not be necessary.

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3.4 SAFETY REPRESENTATION

As Manager 1 does not employ staff, this is not directly applicable. However, where appropriate, Manager 1 will provide relevant information to the duly elected Safety Rep for any Client.

3.5 FIRST AID

As a self employed person Manager 1 does not need to be First Aid trained as it not possible to administer much of the treatment to oneself.

However Manager 1 will keep a small first aid box in the vehicle for dealing with minor injuries and will keep a list of emergency phone numbers to hand.

3.6 REPORTING OF ACCIDENTS, DISEASES AND DANGEROUS OCCURRENCES

Manager 1 will report any dangerous situations or incidents to the client contact.

If an accident occurs either at the place of work or related to a place of work or work activity and causes loss of life to a person who is employed by the Company or disables any person for more than three days from performing his/her normal duties of employment, then written notice must be given to the Health and Safety Authority by the Manager 1.

If the accident is fatal, then the scene of the accident must be left undisturbed for three days after notice has been given, other than for rescue purposes.

3.7 WELFARE FACILITIES

While out on the road for work Manager 1 will avail of the Welfare Facilities as provide by modern Service Stations.

3.8 PERSONAL PROTECTIVE EQUIPMENT

Manager 1 shall use the Method Statements and Risk Assessments and the local site rules (if any) to identify any need for PPE.

At all times Manager 1 will carry clothing suitable for the prevailing weather in the vehicle along with a HI Visibility vest.

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PART 4 - Hazard Identification and Control Measures

4.2 FIRE

NOTES: Where relevant the Fire and Emergency plan for the Client premises will be followed by the Manager 1. However, in general the work is outdoors and the risk of fire is very low.

RISK ASSESSMENT:

Likelihood	Severity	Risk Value
Score = 1	Score =6	Result =6

Control measures:

Keep a fire extinguisher in the vehicle.
Ensure the vehicle is fully serviced and road worthy.
Do not carry flammable substances in the boot of the car.

4.3 ACCESS AND EGRESS

NOTES: Manager 1 will ensure there is safe entry and exit from all sites where working.

Where relevant Manager 1 will adhere to all rules regarding access and egress on the Client site.

RISK ASSESSMENT:

Likelihood	Severity	Risk Value
Score = 1	Score =2	Result =2

Control measures:

All doors and access points shall be kept clear and maintained.
All passageways shall be kept clear of obstruction.
Waste shall be removed regularly and systematically stored in a secure place until collected for disposal.
It is vital that all fire escape routes are not obstructed at any time.

4.4 MANUAL HANDLING

As Manager 1 has no employees, Manual Handling is not addressed as a risk within the business.

4.5 ELECTRICITY

Manager 1 does not engage in general electrical work. Set out below are the general controls for the company.

RISK ASSESSMENT:

Likelihood	Severity	Risk Value
Score = 1	Score =6	Result =6

Control measures

- A record should be kept of each item of owned equipment so that maintenance can be scheduled and recorded.
- Where appropriate all equipment not in use to be switched off, especially at the end of a working, unless of a specialist type, e.g. servers, etc.
- Proper plugs shall always be fitted to electrical appliances and flex firmly clamped.
- Frayed and damaged cables shall be replaced immediately.
- Flexible cables should not be run across floors. Where damage at floor level to other cables is possible, protection by ramps, conduit or armouring will be considered and applied.

4.6 OFFICES

Control measures:

- This section is not applicable as Manager 1 will not be maintaining an office.

4.7 VISUAL DISPLAY UNITS (VDU'S)

Control measures:

- This section is not applicable as Manager 1 will not be maintaining an office on the Client site.

4.8 HAZARDOUS SUBSTANCES

RISK ASSESSMENT:

Likelihood	Severity	Risk Value
Score = 1	Score =1	Result =1

Manager 1 does not use any substances as part of the work process. Where relevant he shall use the assessments supplied by clients in commercial premises as a reference for working in any area where substances are present.

4.9 General Site work

Note: **All Site work is subject to individual assessment and the production of a method statement to cover the tasks and activities of the specific job. Manager 1 will supply the client with a method statement when necessary. Set out below are some general control measures.**

HAZARDS

- Multi hazard

CONTROL MEASURES

- ❑ Manager 1 will be fully qualified in their areas of expertise.
- ❑ Copies of the qualifications will be kept on file.
- ❑ Manager 1 will hold skills cards as appropriate.
- ❑ Areas of exclusion will be set up to ensure no accidents may happen to third parties when necessary.
- ❑ All portable tools shall be battery operated or 110V only.
- ❑ Where it is necessary to leave work unfinished at the end of a working day, relevant signage and/or barriers will be put in place.
- ❑ Work areas and machinery will be kept clean and tidy at all times.
- ❑ Work areas will be subject to the H&S inspections.
- ❑ Personal Protective Equipment comprised of Gloves, Knee Pads, Masks, Safety Boots, Ear Defenders and Hi Viz will be worn as relevant for the particular type of hazard.

4.10 Driving for work

Hazards

- Personal Injury from inadequate maintenance / Checks on Company Vehicles
- Damage to property from inadequate maintenance / Checks on vehicles

Risk Assessment

Likelihood	Severity	Risk Value
Score = 6	Score =6	Result =36

CONTROL MEASURES

- Vehicle must always be driven within the rules of the road and the law.
- Vehicle must have a recorded and scheduled programme of maintenance, and must hold DOE certificates as necessary.
- Maintenance / service carried out as per recommendations.
- A bi-monthly Health & Safety Vehicle Review will be made on the vehicle and a record kept in the Health & Safety folder

Vehicle to include the following:

- Current Vehicle Service Record
- Fire Extinguisher
- Torch
- Reflective Jacket
- Bin for litter
- Warning Triangle
- Emergency Breakdown/Accident phone number
- First Aid Kit Accident number

4.11 COUPLING/UNCOUPLING TRAILERS

HAZARDS

The main hazards associated with coupling and uncoupling are:

- Unhitching
- Runaways

RISK ASSESSMENT:

Likelihood	Severity	Risk Value
Score = 2	Score =6	Result =12

CONTROL MEASURES (sourced from HSE)

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Coupling procedure for standard semi - trailers (where there is room to operate safely between the rear of the tractor cab and the front of the semi trailer)

- Slowly reverse the tractor unit in a straight line towards the front of the trailer.
- Apply the tractor unit parking brake, stop the engine and remove the keys.
- Check the trailer parking brake is applied.
- Make any necessary adjustments to the trailer coupling height and slowly reverse the tractor unit under the trailer until the 5th wheel jaws engage.
- Apply the tractor unit parking brake, stop the engine and remove the keys.
- Carry out a visual check that the 5th wheel jaws have engaged correctly and fit the security "dog clip" or other safety device.
- Carry out a second test that the 5th wheel jaws have engaged by selecting a low forward gear and with the trailer brakes still applied slowly pulling forward.
- Apply the tractor unit parking brake, stop the engine and remove the keys.
- Connect the service airline (yellow) and electrical connections.
- Connect the emergency airline (red) and watch for any unexpected movement. (If the trailer moves, immediately disconnect the emergency airline (red) and check that the trailer parking brake has been applied.
- Wind up the landing legs and secure the handle.
- Fit the number plates and check that the lights work.
- Carry out visual and functional vehicle checks, and release the trailer handbrake before setting off.

Uncoupling procedure for standard semi trailers (where there is room to operate safely between the rear of the tractor cab and the front of the semi trailer)

- Park the combination in a straight line.
- Apply the tractor unit parking brake, stop the engine and remove the keys.
- Apply the trailer parking brake.
- Remove and stow the trailer number plate and lower the landing legs.
- Disconnect all of the air and electrical services and stow safely.
- Remove the security "dog clip" and pull the release handle to disengage the 5th wheel jaws.
- Slowly draw the tractor unit away from the trailer. If the tractor unit has mechanical suspension stop when the trailer is clear of the fifth wheel.

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- Apply the tractor unit parking brake, stop the engine and remove the keys.
- Before leaving the trailer, walk round it to check that it is in a safe condition.

4.12 Company work vehicles/machines/excavators

Hazards

- Personal Injury from inadequate maintenance / Checks on Company Vehicles
- Damage to property from inadequate maintenance / Checks on vehicles

RISK ASSESSMENT:

Likelihood	Severity	Risk Value
Score =	Score =	Result =

CONTROL MEASURES

- Auxiliary devices are provided where operator's vision is obstructed.
- People and traffic will be segregated as much as possible.
- Safety cut-outs on all equipment.
- Only persons with necessary skills cards may use plant and machinery.
- All excavators have quick hitch mechanisms.
- Vehicles shall not be driven or operated on dangerous slopes.
- Monthly Vehicle Inspection Sheets must be used and stored in Company vehicle and returned to office for inspection at the end of every month
- All equipment subject to a planned schedule of maintenance.
- All equipment shall be subject to the statutory maintenance checks as per the construction regulations.
- Any lifting equipment is inspected at statutory intervals as per our insurance company recommended inspector and the 2006 regulations.
- Wind is always assessed before carrying out lifting.
- Operator to make sure there are no obstructions.
- Keys are never left in vehicles.
- All vehicles will be secured at night to prevent unauthorized access.

4.13 Tipping operations and Overhead services

Hazards

- Falling materials
- Overhead lines

Person at risk:

Employees / Sub-Contractors / Visitors / Others

RISK ASSESSMENT:

Likelihood	Severity	Risk Value
Score =	Score =	Result =

CONTROL MEASURES

- General points to be observed in addition to any Method statements are
 - Directions will be given by on site banksman by arrangement with site management.
 - Safe working area to be enforced.
 - Only certified plant and equipment to be used.
 - Use of experienced and certified operators.
 - PPE to be worn at all times.

Overhead lines

Hazards

- Electrocution
- Undermining pylon structures

CONTROL MEASURES (usually in place by site management)

- All overhead lines shall be marked with goal posts and bunting.
- All pylons will be protected from instruction of ground works.
- Method statement for all work in the vicinity of overhead lines shall be drawn up.
- In very extreme circumstances it may be necessary to have the overhead lines powered down (de-energised)