

General Responsibilities for Managing Health and Safety

General Duties of Employees/Scaffolders

Health and Safety at Work etc. Act 1974 Section 7: It shall be the duty of every Employee whilst at work to take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work. With regard to any duty or requirement imposed on their employer, or any other person by or under any of the relevant statutory provisions, they are to co-operate so far as it is necessary to enable that duty or requirement is performed or complied with.

No person shall intentionally or recklessly interfere with or misuse anything provided in the interest of health, safety or welfare.

Company Health & Safety Policy: Read and ensure a full understanding of the Company's Health and Safety Policy and carry out work in accordance with the Policy and Legal requirements.

Safety Induction: Commence works only after a Safety Induction is received before starting work for the Company. This will be given to by the Contracts Managers/ Supervisor, which will include details of the Company's Safety Policy and details regarding the Health and Safety requirements of the workplace.

Control of Substances Hazardous to Health: Before using substances that could be hazardous to health ensure an understanding of the requirements provided on safety data sheets and COSHH Assessments.

Plant/Equipment and Tools: Only operate Plant/Equipment for which you have been thoroughly trained on, this includes any System Scaffolding that the company may use. Defects in plant/equipment and tools will be reported immediately to your Contracts Managers. Do not use unsafe defective plant/equipment until it has been put back in good safe condition. Do not attempt to repair or maintain plant and equipment unless you have been properly trained to do so.

Employees are not allowed to use Impact Wrenches 18v Model DWW285Z unless it has been authorised by the Company, no Hilti impact wrench must be used. All impact wrenches must be calibrated every three months.

If it has been authorised by the Company that impact wrenches can be used only Makita impact wrenches can be used. The employee using the impact wrench must be briefed on the Company Impact Wrench Risk Assessment; the Company will issue the correct ear defenders for use when using the impact wrench. Only 3M Peltor Optime 111 h540A ear defender will be used this will give a db (A) 95-110db protection.

Reporting hazards: Report hazards to your Contracts Managers immediately and warn other persons that could be at risk. Injuries: Any injury to yourself or others will be reported to your Contracts Managers immediately.

Personal Protective Equipment Regulations 1992: Employees are to wear all appropriate safety clothing/equipment as and when required that has been issued by the Company.

No employee will be allowed to use any Safety Harness/Lanyard/Safety Helmet or High Vis clothing that has not been issued by the Company.

Work in a safe manner at all times: Do not take risks, which could endanger yourself or others. Do not play potentially dangerous practical jokes, engage in horseplay or otherwise indulge in reckless or careless behaviour.

All scaffolders must comply with the requirements of SG4: Current Version they must use the Advanced Handrails Safe System of Work. All Scaffolders must use their company Safety Harness/ Lanyard/Safety Steps to Dismantle, Erect and Alter all scaffolds.

Scaffolders must System Staircases/Ladder to access all scaffolds.

Scaffolders must never climb up or down any scaffold; if there is no safe means of access they must stop work and inform their Manager/Supervisor.

Alcohol, Drugs, Smoking: Anyone found under the influence of or in possession of alcohol or an illegal drug will be removed from Company premises and/or areas of work under the Company's control and would be subjected to appropriate disciplinary measures which could include dismissal for serious offences. Anyone found smoking in a 'No Smoking' area will be instructed to extinguish the cigarette immediately in a safe manner and will be subjected to disciplinary measures, which could include dismissal.

Check Client conditions and requirements regarding this subject when working on their premises/Contracts.

Company Employee Acting as Site Foreman Charge-Hand (Lead-Scaffolder) (Advanced Basic/Scaffolders) is to carry out the responsibilities laid down as follows, as well as those found listed on a separate sheet under the heading 'scaffolders general responsibilities'.

All scaffold employees and sub-contractors must sign all relevant site safety documentation before the commencement of work Risk Assessment/Method Statements/Rescue Plans and Dismantle Plans.

Be familiar with their obligations under the Health and Safety at Work Etc. Act 1974 and the Construction Regulations applicable to the work on which their gangs are engaged, and insist that those regulations are observed as well as any related legislation and associated codes of practice.

Incorporate safety instructions in routine orders and see that they are obeyed and avoid taking unnecessary risks. Ensure that new employees, particularly trainees and other young persons learn to take safety precautions. Discourage those who constantly fail to consider their own well-being and that of others around them.

Report defects in plant or equipment to the Company.

Set a personal example and encourage safe practices.

Acceptance of your Health and Safety Responsibilities contained within the Companies Health and Safety Policy.

Scaffolder Name:

Signature:

Date: