

LINING TECHNOLOGY

SAFETY STATEMENT

REVISED JANUARY 2010

GENERAL STATEMENT OF POLICY

In accordance with the Safety, Health and Welfare at Work Act 2005; General Application Regulations 2007; Safety, Health & Welfare at Work (Construction) Regulations, 2001 S.I. No. 481 of 2001 and Safety, Health & Welfare at Work (Construction) Regulations 2006, S.I. No 504, Safety, Health & Welfare at Work (Work at Height) Regulations 2006 and any other relevant legislation, it is the policy of Lining Technology to ensure that the operations of the company are executed at all times in such a manner as to ensure, as far as is reasonably practicable, the Safety, Health and Welfare at work of employees and all persons likely to be affected by their operations, including other contractors, clients staff and members of the public where appropriate.

Lining Technology is committed to the protection from accidental loss to both its employees and property. In fulfilling this commitment it will provide and maintain a healthy and safe working environment in accordance with legislative requirements. The company will strive to eliminate any foreseeable hazards which may result in fire, security losses, damage to property, personal injury or ill-health.

Accidental loss can be controlled through good management in combination with active employee involvement. To secure this, management will ensure that safety is fully considered in the concept, design, operation and maintenance of facilities and equipment. The Safety Statement will be revised as changes occur and evaluated annually.

All employees will be provided with appropriate training and supervision to enable them to perform their work in accordance with the established operating philosophy and procedures. A copy of the Safety Statement is available for inspection by all employees and a summary of each employee's obligations is presented in the employee's handbook.

The overall responsibility for ensuring compliance with all current legal requirements for Safety, Health and Welfare at work rest with Mr. Barry Griffin, Managing Director, Lining Technology. The allocations of responsibilities for safety within the Company and the arrangements and resources being deployed to implement this policy are set out in the Safety Statement.

Barry Griffin
Managing Director

OVERALL RESPONSIBILITIES

1. Overall responsibilities for safety, health and welfare in this company is that of Barry Griffin, Managing Director.
2. Consultation on all health and safety matters in this company is the responsibility of the Managing Director.
3. The Managing director shall delegate specific responsibilities to the company management personnel. As new projects emerge the names of the responsible persons will be notified and the list amended accordingly.
4. The Managing Director shall include in the company annual report, a report on health and safety in the company as required under the regulations.
5. Colin Griffin, Contracts Director, is responsible for this policy being carried out at our building/civil engineering sites.
6. Louisa Griffin, Office Manager, is responsible for this policy being carried out at Company Headquarters.
7. The management and supervisory personnel as shown in Appendix A, shall be responsible for ensuring this policy is adhered to and implemented on all building and civil engineering sites and other work places.
8. Louisa Griffin, Appointed Person/Company Safety Officer, is responsible for ensuring that this policy is carried out with regard to consultations, safety training, safety inspections, investigating accidents, monitoring and maintenance of the Safety Policy and advising management on all matters relating to health and safety.

NOTE: where hazards other than those already identified in safety statements are identified, a Supplementary Statement will be required.

RESPONSIBILITIES OF:

Projects / Contracts Manager

Each appointed Project / Contracts Manager as listed in Appendix A, will ensure that:

1. adequate provision for safety and health is made in planning and pricing contracts
2. A Supplementary Statement is prepared for new projects when required.
3. The provisions of the Safety Statement are executed from project inception to completion on site.
4. Site managers under your control will implement this policy and comply with statutory regulations.
5. Training is provided for site managers and foremen to enable them to effectively carry out responsibilities with regard to health and safety.
6. Plant and machinery allocated for each site is in accordance with the Regulations and inspected as required.
7. All personnel recruited for or assigned to each site is suitable for and competent to carry out the work on site.
8. Training will be provided to those who need training to carry out tasks, in particular on scaffolding, plant operation, demolition, high rise locations and deep excavations.
9. Sub-contractors and self-employed persons are aware of company policy and have confirmed that they will comply.
10. Sub-contractors have prepared their own safety statement and a copy has been received.
11. Subcontractors will comply with the requirements as on Page 12.
12. Competent persons required at any time to advise on health and safety will be brought in if not available within.
13. Adequate protection is provided on all sites to protect the public and in particular, where children are likely to enter sites that perimeter hoarding/fencing is provided.

NOTES:

Re: Item 3, Supplementary Statements will only be necessary where the overall safety statement is not adequate to cover projects and where the new projects are of significant size or unique in terms of normal work carried out by the company.

RESPONSIBILITIES OF:

Site Managers / Foremen

Each appointed Site Manager/ Foreman as listed in Appendix A will:

1. Be familiar with the Safety and Health Regulations and company policy applicable to the work on which he/she is engaged and insist that the prescribed standards are observed.
2. Ensure so far as reasonably practicable that safe systems of work are in place.
3. Maintain a tidy workplace. Arrange for regular clean-up periods. Appoint person responsible. Insist that all persons on site, employees, subcontractors, self-employed and visitors wear appropriate PPE. Do not allow anyone to work without appropriate PPE.
4. Ensure that adequate access and egress throughout the site comply with the Regulations.
5. Provide safety equipment/clothing; ensure its proper use by all personnel on site.
6. Make certain that all plant and machinery operators are only employed on equipment for which they have been properly trained.
7. Ensure that all machinery and plant including power and hand tools are maintained in good condition.
8. Report defects in plant and equipment to the Contracts Manager.
9. Ensure that adequate fire fighting equipment is available and replace used or defective equipment.
10. Ensure the safe handling and storage of all tools, plants and materials.
11. Ensure that first aid boxes are properly maintained.
12. Provide good sound scaffolding and platform areas which conform to the 2001 Safety Regulations and nominate a competent person or persons for the erecting or dismantling and altering of such scaffoldings and maintain records at all times.
13. Ensure all ladders are sound and tied while in use.
14. Ensure all lifting certificates are available for inspection in the work place.

15. Ensure that all power and hand tools have been subject to the necessary safety checks.
16. Ensure that all sub-contractors comply with the safety procedures.
17. Ensure that all floor and stair openings are guarded and/or covered over.
18. Maintain all safety records on site, ie general register (accident record book), scaffolding book, lifting appliances certificates etc.
19. Record and investigate all accidents with a view to preventing re-occurrence.
20. Before work in excavations, check for stability, the use of suitable shuttering where necessary and with the relevant authorities in relation to pipes, wires, cables etc.
21. Show a personal example by wearing the safety equipment provided.
22. Ensure that the site has where necessary suitable perimeter fencing to keep children and others out of the site and away from dangers.

NOTES:

The Site Managers/Foremen must be identified and listed within the Safety Statement. As the building industry involves many places of work and essentially no permanent place other than offices/workshops, it is advised to keep this list separate for ease of revision. The named persons must be identified with specific place (s) of work.

The Site Manager / Foreman is a key person on the implementation of the safety policy. They must have clear direction and support from the Managing Director to carry out this work which is an integral part of managing human resources.

RESPONSIBILITIES OF:

Safety Officer

The appointed safety officer for the company is Louisa Griffin

Responsibilities are to:

1. Monitor all aspects of safety and health in the company.
2. Advise the Managing Director on the implementation of this policy and on any revisions required.
3. Carry out periodic site surveys and document findings for management.
4. Advise management on Laws, Regulations and Directives which impinge on company activities.
5. Advise on and monitor statutory tests on plant and equipment.
6. Provide for Site Managers/ Foremen, the accident record book and other statutory forms for each site.
7. Monitor accidents/dangerous occurrences on sites and provide regular reports to the Managing Director with advice on remedial action.
8. Provide or organise training courses to meet identified needs.
9. Liaise with the appointed Safety Representative on matters relating to health and safety.
10. Monitor compliance with policy on the wearing of PPE.
11. Consult the health and safety authority where required.
12. Meet the HSA inspector on visits to the company workplace.
13. Advise the managing director on action required where improvement, prohibition notices or prohibition orders have been served on the company.
14. Investigate any reportable accident and advise the Managing Director on position regarding the injured party, potential claims, insurance and HSA implications.
15. Arrange for suitable First Aid Boxes, properly stocked, for each site and monitor on sites.

16. Arrange for training of suitable employees on First Aid.
17. Prepare quarterly and annual reports on the management of safety and health in the company and on performance in endeavouring to reduce the number of accidents and improving house keeping and efficiency on sites.

DUTIES OF EMPLOYEES:

It is the responsibility of all employees of Lining Technology:

1. To take reasonable care of your own safety, health and welfare and that of any other person that may be affected by your acts or omissions while at work.
2. To co-operate with your employer and any other person to such an extent as will enable your employer or other person to comply with any of the relevant statutory provisions as regards safety, health and welfare.
3. Use in such a manner so far as to provide the protection intended any suitable appliance, protective clothing, convenience, equipment or other means or things so provided (whether for use alone or for use by you in common with others) for securing yours safety, health and welfare while at work.
4. Report to your foreman or supervisor without unreasonable delay any defect in the plant, equipment, place of work or system of work which might endanger safety, health and welfare of which you become aware of.
5. No person shall intentionally or recklessly interfere with or misuse any appliance, protective clothing, convenience, equipment, or other means or thing provided in pursuance of securing the safety, health and welfare of persons arising out of work activities.
6. Use correct tools and equipment for the job and keep those tools in good condition.
7. Consult with the manufacturers data sheets and instructions provided on the correct use and handling of materials.
8. Safety helmets must be worn while at work on sites. Employees are directed to study the company Safety Policy Statement and confirm that this has been done.
9. Employees are encouraged to make suggestions, or raise concerns and hereby be consulted on safety and health matters. A copy of the Safety Statement is available on all sites and at headquarters. Employees will be made aware of any amendments to the Safety Statement at the appropriate time.
10. Develop a personal concern for safety for yourselves and for others
11. To avoid any action which would be a source of danger to yourself and/or others and ensure that you do not engage in any acts of personal injury etc.
12. Employees must not carry out any tasks which they feel they are not competent to carry or which involves unreasonably high risks.

13. Employees are required by law to present themselves for work without being under the influence of alcohol or drugs.

NOTES:

‘Employees shall have the right to make representations to and consult their employer on matters of safety, health and welfare in their place of work.’

‘Without prejudice to the generality of subsections (1) and (2), employees, may from time to time, select and appoint from amongst their number at their place of work a representative (in this Act referred to as the ‘Safety Representative’) to represent them in consultation pursuant to this section with their employer’.

SUB-CONTRACTORS AND SELF-EMPLOYED PERSONS

1. Sub-contractors and self-employed persons shall provide their Safety Statement when requested to do so.
2. Self-employed persons must conform generally with the duties and responsibilities as for employees.
3. Sub-contractors must produce evidence when requested, showing that appropriate Employers Liability and Public Liability Insurance is in place.
4. Sub-contractors and self-employed persons have a duty to bring to the attention of Lining Technology and anyone else who may be affected by any process or use of materials that may endanger health and safety while at work.
5. Sub-contractors and self-employed persons shall comply with the requirements of this Safety Statement and co-operate with site management in provision a safe place of work, a safe system of operation and wearing of protective clothing.
6. Sub-contractors must ensure all their employees and all others under their care are provided with and wear appropriate PPE.
7. Sub-contractors employees and self employed persons must attend any safety courses prepared for workers on projects managed by this company.
8. All sub-contractors shall have a duty to report any defect in plant and equipment, place of work, or system of work without unreasonable delay.
9. Sub-contractors must only use competent and suitable persons on site.
10. Sub-contractors must obtain the consent of Lining Technology to engage other employees other than direct employees on site.
11. Sub-contractors must ensure that their managers, supervisors and employees are aware of the obligations placed upon them with regard to health and safety.

NOTES:

Where the main contractor has overall management responsibilities on the site the above would apply to nominated and domestic sub-contractors. The relationship between main contractor and sub-contractors will be governed by the contractual arrangements into which they have entered.

ACCIDENT PROCEDURES

When a serious accident occurs the procedures below must be followed.

The Site Manager must be notified immediately. The Site Manager, Site Safety Representative or other nominated persons must take charge of the proceedings as follows:

1. observe accident location and status of injured person
2. if there is risk of further injury move injured person to safety
3. call for immediate medical assistance or emergency service
4. see that first aid etc is administered as required by the competent person
5. if ambulance is called make sure exact location is given and that ambulance can access site as near as possible to the injured person
6. notify Managing Director, Safety Officer and Safety Representative
7. establish location of hospital and appoint a suitable person to travel with injured person
8. notify family of injured person and if required arrange transport for them to hospital
9. gather all information immediately about the accident and matters leading to it
10. obtain witness statements and write them down as they are given
11. complete accident report book and report form (Form No. IR1). Seek approval from Managing Director prior to transmission to Health and Safety Authority as required.
12. Take sketches/photographs of the area where the accident occurred.
13. If HSA are to inspect the site and location of accident, do not move any item unless further serious risks are to be avoided
14. Managing director to notify insurance company and seek guidance on further reports, investigations and position of company.

RISK ASSESSMENT FOR HEAD OFFICE & STORE

Prepared by:

Approved By:

Hazard	Rating L/M/H	Risk	Persons at Risk	Required Controls	Responsible Persons
Faulty electrical equipment	L	Shock likely to occur and severe injury could result	Employees Contractors	<ul style="list-style-type: none"> • Report defective equipment • Ensure all leads checked monthly • Residual current device (RCD) provided and checked every 4 months 	All Safety Representative Safety Representative
Manual Handling of equipment and materials	L	Back injury likely to occur and be reportable.	Technicians	<ul style="list-style-type: none"> • Employees are trained in manual handling 	Manager of site operations
Trailing electrical I.T. wires	L	Tripping and falling	Office staff Visitors	<ul style="list-style-type: none"> • Ensure all wires safety stored between furniture and wall at all times 	Safety Representative
Leakage from diesel store	M	Fire, release of fumes, contact with skin	Technicians	<ul style="list-style-type: none"> • Lined Blockwork bund installed around bund • Tank checked daily for signs of leakage • No smoking in store 	Manager of site operations Safety Representative

Checks to be recorded by Safety Representative.

NB1: Use of equipment and machinery is covered by the risk assessment for site works

NB2: The premises referred to in this risk assessment has been purpose designed and built to suit the operations undertaken therein.

RISK ASSESSMENT FOR SITE WORKS

Prepared by:

Approved By:

Hazard	Rating L/M/H	Risk	Persons at Risk	Control	Review	Reviewer
Materials Handling –	M	Crushing of personnel Back injuries	Technicians	<ul style="list-style-type: none"> Machine operator to be CITB trained. Strops, chains and all lifting equipment to be examined regularly, tested and certified. High visibility vests to be worn by all personnel. 	Daily	Lining Technology Site Manager
Hot welding equipment	L	Heat burns	Technicians	<ul style="list-style-type: none"> Equipment only to be used by trained Lining Technology Technicians 	Daily	Lining Technology Site Manager
Use of knives	L	Lacerations	Technicians	<ul style="list-style-type: none"> Only to be used by trained Lining Technology Technicians. 	Daily	Lining Technology Site Manager
Electric welding machinery	L	Electrocution	Technicians	<ul style="list-style-type: none"> Generator protected by earth leakage equipment. Waterproof sockets Rubber cables 	Weekly	Lining Technology Site Manager
Slippery materials underfoot, particularly on slopes /tripping on cables,small equipment	L	Falling	Technicians	<ul style="list-style-type: none"> Good housekeeping on site Orderly operations Use of PPE provided Care in movement across site area 	Daily	All employees Site Manager
Working at heights	L	Falling from a height	Technicians	<ul style="list-style-type: none"> Project specific safety procedures adopted Safety harnesses worn at all times 	Daily	Site Manager
Noise from machinery	L	Ear damage	Technicians	<ul style="list-style-type: none"> Use of ear defenders provided Project specific safety procedures adopted 	Daily	Site Manager
Injuries from Hand Tools	L	Eye Injuries Electrocution	Technicians	<ul style="list-style-type: none"> Protective eyewear provided 		

Checks to be recorded on site manager's weekly report

APPENDIX A

Management Structures and Workplace Responsibilities

Names	Position	Workplace	Responsibilities
B Griffin	Managing Director	All company's activities	Page 3, 4
C Griffin	Director-Site Works	Workshop/sites	Page 3, 6, 7
L Griffin	Office Manager	Workshop/Office	Page 3, 8, 9
C Griffin / B O'Sullivan	Site Manager / Foreman	Site Address	Page 6, 7
L Griffin	Safety Officer	All Company's work places	Page 8

Appendix B

Care and Use of Electrical/Hand Tools and Lifting Tackle

Electrical Tools

1. Always ensure that the tool is in good condition and do not use if there is any visible damage.
2. Check the power cable. Make sure that the insulation is undamaged and that the cable is securely connected to the tool and to the plug.
3. Do not allow electrical tools to become wet.
4. Do not use electrical tools while standing in water.
5. Do not use hand grinders for cutting without the wheel guard in place.
6. Do not use damaged angle grinder discs.
7. Always wear goggles and ear defenders when using angle grinders.
8. Remove inflammable materials from the area before using angle grinders to grind or cut metal.
9. Wear industrial gloves when using angle grinders or hot air tools.
10. Ensure that the hot air gun welding nozzles are securely fixed to the barrels of the tools.
11. Do not touch hot air gun barrels when the tools are in use.
12. Always turn down the heat control on any hot air tool that is not being used.
13. Take care not to put a hot air tool down in such a way that it might ignite inflammable materials.
14. Ensure that all electrical hand tools are fitted with industrial electrical plugs of the correct rating and that the plugs are in perfect condition.

Hand Tools

1. Make sure that all hand tools are in perfect condition.
2. Do not use spanners with damaged jaws.
3. Do not use blunt hacksaw blades. Replace any that are blunted.
4. Discard hex keys that are worn.
5. Do not use screwdrivers as chisels and do not sharpen them to a point.
6. Ensure that hammer heads are secure.
7. Do not use vice grips on nuts and screws. Use only properly fitting spanners and hex keys.
8. Do not use files without secure handles.
9. When using craft knives or hook knives, cut away from yourself where possible. Make sure that no one nearby could be injured if the knife slips. Use only sharp blades. Wear industrial gloves when cutting. Only use hook blades for cutting liner and only Don Carlos or similar knives for cutting welds.

Fusion Welding Machines

1. The wedges of fusion welders operate at around 360° and can cause severe burns. Keep hands well away from them and be particularly careful not to touch them when introducing a machine into a seam.
2. The drive motors of fusion welders are very powerful and the drive wheels can cause severe injury if fingers become trapped between them. Keep hands well away from them when the machine is running.
3. Never try to clean the drive wheels of a fusion welder with the drive running.
4. Ensure that all power cables are in good condition with sound insulation. Ensure that the cables are securely connected to the machine and the plug.
5. Check that the power supply plug is in good condition, that it is clean and dry and that its seals are intact.
6. Ensure that the flexible cables to the wedge are undamaged and that their insulation is sound.
7. Keep the electrical control boxes of machines dry and clean. Do not allow machines to stand outside in the rain.

Extrusion Welding Machines

1. The barrels of extrusion welding machines become very hot. Always ensure that their heat protective blankets are in good condition and keep hands away from the barrels and their tips.
2. Take care not to touch the preheat tubes when the machines are operating.
3. Do not lay machines down on the barrel thermocouples on hard surfaces. Make sure that the fitted stands are in good condition and always put the machine down on them.
4. All extrusion welders are inclined to overheat when first turned on and this can cause them to spit molten extrudate. Always allow the temperature to stabilise before using the machine and do not pull hardened extrudate from tips with bare hands.
5. After completing a weld with the extrusion welder always clear the tip with a short length of welding rod.
6. Always wear industrial gloves and goggles when extrusion welding.
7. Do not use machines with loose or poorly fitting Teflon shoes.
8. Ensure that all power cables are in good condition with sound insulation. Ensure that the cables are securely connected to the machine and to the plug.
9. Ensure that the flexible cables from the control box to the barrel and the preheat triac are undamaged and that their insulation is sound.

10. Keep the electrical control boxes of the machine clean and dry. Do not allow machines to stand outside in the rain

Lifting Equipment

1. Carefully inspect all lifting equipment before use and ensure that you have a copy of its test certificate. Check particularly for excessive rust and any signs of weakening or damage.
2. Make sure that the load that you are about to lift is within the capacity of the equipment as stamped upon the hooks, shackles and joining rings.
3. Do not use chain slings where the angles of the legs are less than 45° to the horizontal. In such cases, while the load may be within the capacity of the sling the extra load caused by a shallow angle could still break it.
4. Before using hooks, make sure that the safety catch is secure and working properly.
5. Make sure that all shackles are of the correct load rating for the job and that they are undamaged and that their pins are securely tightened.
6. Be particularly careful with wire ropes. Check for broken strands or evidence of rusting and do not attempt to wipe them with bare hands. An unseen strand could easily penetrate the skin and cause injury.
7. Do not use wire ropes at all if the job can be done in any other way.
8. Always use guide ropes when slinging heavy or cumbersome loads.
9. Never walk under a slung load.
10. Do not stand in front of slung rolls of liner or textile when deploying on slopes.
11. When using spreader beams, ensure that all securing pins are of the correct type and that they are securely in place before starting to lift. Check that the beam is correctly loaded and that it is in good condition. Ensure that the cones are fully engaged in the roll core.
12. When using GCL beams, ensure that the beam is in good condition and that its chains, shackles and bar hooks are undamaged. Ensure that the bar hooks are securely home in the roll tube before starting to lift.
13. Always be aware of other people's movements and ensure that any that are not directly involved in the lift keep well clear.

Working on Landfill Sites

1. Carry a company issued Weill's disease card at all times. Make sure you are familiar with the message the card bears.
2. Always wear proper industrial protective clothing and boots with steel mid ribs and toe caps.
3. Be aware of the dangers of hypodermic needles that may be hidden in the waste.
4. Look out for broken glass and sharp metal.

5. Be aware for the need for personal hygiene. Always wash hands before touching food, smoking or using the toilet.

Working Workshops

1. All machine tools are extremely dangerous and can cause serious injury. Do not touch them unless you have been fully trained to do so.
2. Do not touch bench grinders for grinding large pieces of metal. They are for tool grinding only.
3. Do not leave tools and equipment lying about on the workshop floor where someone may trip over them.
4. Always be aware of other activities taking place around you. Do not stumble into danger by inattention.
5. Do not touch electric arc or gas welding and cutting equipment unless you have been fully trained to use it. Be aware of the dangers of very hot metal where welding or cutting is taking place.
6. Do not leave power cables lying across the floor unnecessarily.
7. When forklift trucks are operating, keep well clear. Do not attempt to drive them unless you are fully certified to do so.
8. Be aware of where the workshop first aid kit is kept and who is the qualified first aider.
9. Do not leave barriers open on upper floor landing areas.
10. Do not allow an accumulation of combustible materials to develop.
11. Clean up all liquid spills immediately before someone slips on them.
12. Workshops are confined spaces. Always be aware of the presence of others when using tools that could cause injury to them.
13. Use the lifting equipment available or call for assistance. Do not attempt to lift excessive loads.
14. Do not take workshop extension leads out on site. They are unsuitable for site work.
15. Some chemicals commonly used in workshops are highly flammable, potentially toxic and most are skin irritants. Do not touch or use any chemical with which you are unfamiliar.
16. Keep the workshop clean and tidy at all times. Tidiness avoids accidents.
17. When working upon dirty or oily equipment, always use barrier cream and wash hands regularly.
18. Treat all cuts, burns and minor injuries immediately. Do not risk infection by leaving them untreated.
19. In accordance with the National No Smoking Policy in the Workplace, smoking is to take place outside of the building (including the workshop).

Heat Burns and Fire

1. Always wear proper protective clothing, gloves and goggles when undertaking work involving hot tools or materials.
2. Know the basic first aid treatment for burns.
3. Know the location of the site first aid kit and know who is the qualified first aider.
4. Enter all treatable burns in the accident book.
5. Only treat burns with the proper medication supplied in the first aid kit.
6. Do not allow inflammable materials and scrap to build up in the working area.
7. Know the colour code for fire extinguishers and know which type is suitable for the type of work in which you are involved. Make sure you know how to operate all fire appliances and where they are located.
8. Hand held fire appliances are intended for containment, not for fighting major fires. Always call emergency services before a fire becomes out of control and do not take unnecessary risks tackling it.
9. Do not use water extinguishers or hoses on electrical equipment fires or on fires near electrical equipment.