

J & E Hall Limited and Subsidiary Companies

# J&E Hall

**International**  
*a member of **DAIKIN** group*

Health, Safety and Environmental Policy for Sub-contractors



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## J & E HALL LIMITED

# STATEMENT OF COMPANY POLICY ON HEALTH, SAFETY AND WELFARE AT WORK

It is the policy of J & E Hall Ltd to do all that is reasonably practicable: -

- To protect our employees, our Sub-Contractors, and others who may be affected by our work operations from risks to their health and safety and environmental impacts;
- To ensure that high standards of health and safety are reflected in the design and installation of systems and equipment supplied to our clients;
- To prevent any damage to property or the environment as a result of our work operations;
- In implementing this Policy, The Company aims to eliminate all work-related accidents and to achieve the highest levels of operational safety performance;
- The Company believes that this Policy can be achieved by compliance with statutory requirements, provision of sound specialist support, and for the promotion of an on-going commitment by all employees to the highest standards of health, safety, and welfare.

In following this Policy, The Company will:

- Make appropriate arrangements for Senior Management to establish and maintain an organisation structure through which safety matters can be properly dealt with;
- Ensure that all personnel are informed about the Policy and the Organisation and Arrangements for carrying it out, together with their own individual safety responsibilities;
- Provide adequate resources with the required specialist skills to advise and actively promote the highest standards of health, safety and welfare among employees and others associated with our work operations. Particular emphasis will be placed on appropriate safety training;
- Actively promote employee participation in the establishment and observance of measures to improve their health, safety, and welfare at work;
- Ensure that all Accidents, Fires, Dangerous Occurrences and Environmental Incidents are thoroughly investigated. Everyone will be expected to co-operate in establishing the true cause of incidents and the correct procedures will be followed for reporting/recording them;
- Require that our Sub-Contractors apply Health, Safety, Environmental and Welfare Standards fully consistent with our own and achieve comparable levels of operational safety performance.

## 1. Preface

It is the policy of J & E Hall Limited (hereafter referred to as The Company) to eliminate all work-related accidents and constantly achieve the highest levels of operational safety performance. To this end we expect our Sub-Contractors to apply the same high standards in conducting their work operations.

This information has been prepared for the guidance of all Sub-Contractors, to assist them to work safely and comply with their statutory obligations.

The Company will issue these details to all their Sub-Contractors when accepting Tenders and the guidance given in this booklet should be read in conjunction with the Terms and Conditions of the Contract.

It must not be assumed that the contents of this document embraces every known work hazard or contingency, and for a detailed explanation of construction safety matters, Sub-Contractors are advised to consult the Construction Safety Manual (published by The Building Advisory Service for the Building Employers' Confederation), together with relevant Health and Safety Executive Guidance Notes.

Sub-Contractors must ensure that their supervision and operatives are made aware of their personal responsibilities for safety, also, that they have received adequate training and instructions and are competent to carry out their work safely.

Clear communication paths through all parties must be established and maintained to ensure co-operation and co-ordination of the safe systems of work.

This include the provision for contractors and sub-contractors and the requirement for arrangements to be put in place for their assessment.

## 2. Statutory Obligations

Sub-Contractors will be required to carry out their work operations strictly in accordance with the requirements of The Health and Safety at Work Act 1974, the Construction (Design & Management) Regulations 2015.

The Health and Safety at Work Act 1974

The Act is possibly the most important of all safety legislation, and Sub-Contractors have specific responsibilities under the following sections:

- Section 2 Duties to Employees;
- Section 3 Duties to Others;
- Section 7 Duties to themselves and others.

## 3. Sub-Contractors Duties to Employees

Most Sub-Contractors will be seen as employers in their own right and their general duties under Section 2 of the Act will include the duty of every employer to ensure, as far as is reasonably practicable, the health, safety, and welfare at work of all their employees.

## 4. Sub-Contractors Duties to Other Persons

As employers, subcontractors have a duty under Section 3 of the Act to carry out their work in such a way that persons not in their employment, who may be affected by their operations, are not exposed to any risk to their health and safety. This will include the employees of other contractors who are also on the site, all visitors to the site and people passing the site.

## 5. Employees Responsibilities

Sub-Contractors must make their employees aware that they have duties under Sections 7 and 8 of the Act, to take reasonable care of their own safety and the safety of others who may be affected by their own acts or omissions. Also, to co-operate with their employer and others to enable them to comply with their duties under the Act.

## 6. Safety Policy Documents

Where applicable, a copy of the Sub-Contractors' Safety Policy Statement and the Organisation and Arrangements for carrying out the Policy must be provided for The Company and a copy displayed at the Sub-Contractors' site facilities.

## 7. Statutory Documents

Details must be correctly entered in all statutory registers, notices and certificates and be available on request for inspection by The Company site representative.

## 8. Reporting Of Accidents, Diseases and Dangerous Occurrences

Sub-Contractors must report and record all Notifiable Accidents, Diseases and Dangerous Occurrences in accordance with the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013. A copy of the completed report must be provided for The Company.

Any accidents which result in an injury to Sub-Contractors' employees must be recorded in an Accident Book, Sub-Contractors must always inform The Company site representative of any accidents or incidents involving the Sub-Contractors employees and/or the Sub-Contractors work on the site.

Sub-Contractors will be required to investigate into and identify the causes of any accident or incidents involving their employees or work operations. Formal reports of such accidents or incidents must be provided for The Company detailing; What:-

- Happened?
- Caused it to happen?
- Action will be taken to prevent it happening again?

## 9. Self Employed Persons

Current case law has established that a master/servant relationship may exist between a self-employed person who was injured and an employing contractor. Therefore, a contractor may be held responsible, as an employer, for the self-employed person who is injured, Sub-Contractors must always treat the self-employed and labour only Sub-Contractors as direct employees as far as health and safety matters are concerned.

## 10. Young Persons

As far as health and safety legislation is concerned, any person under the age of 18 years is defined as a 'Young Person'. Sub-Contractors must inform The Company site representative if any young persons are to be brought onto site. The Sub-Contractor must notify the local Careers Office of the employment of any young person.

Certain restrictions are placed on the work activities of young persons in the interests of their health and safety. For example, No young person is allowed to drive or operate any mechanical vehicle or plant, unless whilst being trained under the close supervision of a competent person.

## **11. The Construction (Design & Management) Regulations 2015**

All contractors and sub-contractors must comply with the above regulations with particular regard to Clause 19. The information referred to in Clause 19(3) must be obtained from The Company before work can commence on site.

## **12. Insurance**

Sub-Contractors must ensure that they have Employers Liability and Public Liability Insurance for an insured amount not less than that stipulated in the contract. A copy of Liability Insurance Certificate must be provided for The Company site representative, and a copy displayed at the Sub-Contractors' site facilities, before commencing work on site.

## **13. Breaches of Rules or Regulations**

Sub-Contractors are advised that a breach of any site safety rules or statutory regulations by the Sub-Contractor and/or their employees could result in the termination of their contract.

## **14. General**

All Sub-Contractors must comply strictly with such Acts Codes of Practice and British Standards as apply with their work operations and general activities. In all situations where Sub-Contractors and activities bound or overlap areas used by others - such as the public. The Company clients, or other Sub-Contractors, all reasonably practicable care must be taken by Sub-Contractors to safeguard all persons and property from any risks arising from their work operations and activities.

## **15. Entry onto Sites or Premises**

On initial arrival onto site, Sub-Contractors must report to The Company site supervisor or nominated representative the total number of their employees actually on the site or premises. The Sub-Contractor must then continue to report these figures on a daily basis.

Vehicles owned by the Sub-Contractor, or their employees may only be parked in areas of the site, or vicinity of the site, permitted by the customer or his agent.

Sub-Contractors will not be allowed into any part of the site or premises except as may be necessary for the purpose of carrying out their work operations, and only recognised routes of access shall be used.

## **16. Transport**

Sub-Contractors bringing vehicles onto site must ensure they are suitable for the work to be undertaken and are maintained in a safe and roadworthy condition. Vehicles may only be operated by authorised competent persons who must ensure that no unauthorised persons are allowed on the vehicle.

All loads must be properly secured, and vehicles must never be reversed in a confined area unless an attendant is present to ensure safe clearance.

Vehicles must never be left unattended with the engine running.

Care must be taken with cranes and vehicles with high loads to prevent damage to pipe bridges and contact with electrical cables. Drives of large and heavy vehicles must check with The Company Supervisor before driving on the site.

All vehicles moving on site must travel at a safe speed and adhere to any speed limits or route restrictions as may be imposed.

## 17. Temporary Site Buildings

The siting of and fire precautions for temporary site offices, stores and other huts must be agreed with The Company site representative. All temporary buildings must be sited with adequate clearances to prevent a fire hazard, and an adequate number of fire extinguishers of the appropriate type must be provided by the Sub-Contractor.

All electrical wiring in temporary site buildings must be properly installed and maintained in good working order.

## 18. First Aid and Welfare

Where others provide the first aid and welfare facilities and the shared arrangements extended to The Company, these arrangements will be extended to the Sub-Contractors of The Company unless otherwise stated. Sub-Contractors must maintain any facilities provided by The Company or others, in a safe, clean, and tidy condition.

Any facilities provided by Sub-Contractors must comply with the requirements of the Construction (Design & Management) Regulations 2015.

## 19. Fire Prevention

Sub-Contractors must familiarise themselves and their employees with the site arrangements for the action to be taken in the event of a fire (e.g., alarms, means of escape and mustering points).

Where appropriate, Sub-Contractors should give instructions and training in fire prevention to their employees.

Sub-Contractors must agree a safe system of work with The Company site representative for all welding, cutting, or other operations that involve the use of heat before work is allowed to proceed.

Combustible materials such as paper, rags and other waste must be regularly cleared away. Rubbish must not be allowed to be burned on site but must be removed for safe disposal.

All hot work (welding, grinding etc.) must stop at least 1 hour before leaving site or the follow the customers recommendations whichever is the greater and a final check is to be made by a competent person appointed by the sub-contractor to ensure all fire risk is obviated.

Sub-Contractors must maintain an adequate stock of fire extinguishers of the appropriate type readily available for site use (e.g., site offices and stores, hot work operations). All extinguishers must be properly maintained and regularly inspected.

All notices prohibiting smoking, naked lights, burning or welding must be strictly observed.

## 20. Use of The Company Equipment

It is strictly forbidden for Sub-Contractors to use any The Company tools or equipment without the permission of The Company site representative and on no account may any Sub-Contractors interfere with any site plant, scaffolding or equipment belonging to others.

## 21. Sub-Letting

Sub-Contractors must obtain permission from The Company before subletting any part of their contract and where permission is given, you must ensure that your Sub-Contractor conforms to the requirements of this Safety Guide.

## 22. Site Tidiness

Sub-Contractors are expected to carry out their work in a clean and orderly manner and every effort must be made to prevent rubbish accumulating as work proceeds.

Returnable empty cases, drums etc. must be removed from the work area and tidily stacked until disposed of loose pieces of timber with protruding nails must never be left lying about for someone to step on.

All waste materials arising out of the execution of work must be cleared away by Sub-Contractors to designated disposal points.

Materials may not be stored or stacked in areas where they either impede access or egress and the safe working of others.

On no account should any material be stacked or stored where it may become a fire risk.

Sub-Contractors must ensure that regular inspection of their work areas and operations to ensure compliance with site rules and statutory requirements are carried out by The Company representative. Action must be taken immediately to correct any unsafe conditions or non-compliance with statutory requirements in addition to the Sub-Contractors inspections, a representative of The Company will also carry out regular inspections of the Sub-Contractors work areas and operations to ensure conformity to the requirements of this Safety Guide.

## 23. Hazardous Materials and Substances

The Company site representative must be informed before delivery to site of the nature of any toxic or hazardous materials or substances (e.g. solvents, adhesives, or coatings etc.) intended to be used by the Sub-Contractor and any precautions relating to the storage and use of such materials and substances. The Sub-Contractor must conform to any relevant regulations; Codes of Practice and manufacturers or supplier's instructions for the protective measures to be taken COSHH details must be provided to The Company before materials are delivered.

Disposal of hazardous or toxic waste must comply with all health and safety regulations. This includes harmful liquids and gasses which should under no circumstances be released or poured down any drain but must be collected and disposed of by a licensed company.

Aqueous ammonia solutions must be collected and disposed of by a licensed company.

Written assessments regarding the use and precautionary measures needed to ensure safe working practice must be provided where required by the Control of Substances Hazardous to Health (COSHH) Regulations 2002.

## 24. Safety Signs and Marking

All safety signs and markings erected by Sub-Contractors to warn of any risk of danger, mandatory requirements, prohibitions, or safe conditions must conform to the requirements of The Health and Safety (Safety Signs and Signals) Regulations 1996. Colours and designs of all safety signs and markings must comply with the specifications given in Part I & 4 of British Standard 5499.

## 25. Legionella

All reasonable steps will be taken to identify potential legionella hazards in the workplace and to prevent or minimise the risk of exposure.

If sub-contractors are concerned about the risk of an outbreak, they should report concerns to a responsible person so the organisation can take appropriate measures to eliminate or reduce the risks.

Where potential exposure to infection cannot be prevented, there is a written control scheme to minimise exposure.



## 26. Safe Systems of Work

It is the Sub-Contractors' responsibility to ensure, so far as is reasonably practicable, that any work carried out on sites or premises does not constitute a risk to the health and safety of their employees or others.

The Company is not prepared under any circumstances to relieve Sub-Contractor of this responsibility.

This responsibility includes the proper provision of protective equipment; safe means of access and egress, lifting equipment, portable tools, and adequate and effective controls for the safety of all systems of work.

Sub-Contractors must agree safe working procedures with The Company and where applicable, with main contractors before proceeding with any hazardous work operation likely to expose anyone to risks to their health.

The Company site representatives and their safety officers have the authority to issue reasonable directives on safe working procedures and are empowered with the right to stop any Sub-Contractors' work operation that does not comply with statutory requirements or site rules.

## 27. Personal Protective Equipment (PPE)

Sub-Contractors must ensure that their employees are provided with any necessary personal protective equipment. This will include for example; safety helmets, protective footwear and work wear, respiratory equipment, eye protection and hearing protection.

Where personal protective equipment is provided, it must be properly maintained and its usage monitored,

Eye protection must always be worn where there is a specific requirement under The Personal Protective Equipment at Work Regulations 1992 and whenever there is a foreseeable risk of injury to the eyes. Eye protection provided by Sub-Contractors must be approved Equipment should be issued/maintained as required by the Personal Protective Equipment at Work Regulations 1992.

Sub-Contractors' supervision are expected to set an example to their employees by always using the personal protective equipment applicable to the job or site rules, This will apply particularly to wearing a safety helmet in designated work areas or where otherwise indicated.

## 28. Lifting Equipment

All items of lifting equipment (e.g. cranes, hoists, chain blocks, ropes, eyebolts, and slings) brought onto site by a Sub-Contractor must comply with the requirements of The Lifting Operations and Lifting Equipment Regulations 1998

All items of lifting equipment must be regularly inspected and maintained in good order.

Sub-Contractors must produce on request, current test certificates along with any other reports, registers or certificates as may be required for inspection by The Company site representative.

## 29. Scaffolding and Workplace Access

Any scaffolding or access equipment including mobile towers erected or used by Sub-Contractors must comply with the requirements of the Construction (design & Management) regulations 2015.

It is the Sub-Contractors responsibility to ensure that their scaffolds are inspected by a competent person every 7 days or after inclement weather, and the details of the inspections of all scaffolds must be entered in the Scaffolding register. This register must be kept on site and be available on request for inspection by The Company site representative.

Where scaffolding, staging or means of access is provided by The Company or others for the use of Sub-Contractors employees, it is the responsibility of the Sub-Contractor to check that the scaffolding, staging or means of access is in a safe condition before work commences.

Sub-Contractors must not alter or modify any scaffold, staging or means of access (e.g., removal of handrails, toe boards, ties etc.) without prior consultation with The Company site representative.

Where necessary, it will be the Sub-Contractors responsibility to erect guard rails, toe board, warning notices and lamps, where openings or obstructions created by their work operations are likely to cause a hazard to other persons working or passing nearby.

## 30. Asbestos

Where any work involves the handling of asbestos, Sub-Contractors must conform to the requirements of The Control of Asbestos at Work Regulations 2012 and the relevant Codes of Practice, Asbestos removal will only be undertaken by Sub-Contractors licensed for that purpose as required by the Asbestos (Licensing) Regulations 2012.

Sub-Contractors must provide on request copies of their License for work with Asbestos insulation or Asbestos coating issued by the Health and Safety Executive and any conditions attached to that License. Before any Asbestos is removed, Sub-Contractors must ensure that the appropriate sampling and analysis of Asbestos fibres is carried out by a suitably qualified analyst, and provide to The Company, a copy of the analyst's report. Sub-Contractors must then make an assessment of Asbestos exposure and agree a written safe system of work with The Company site representative before work is allowed to proceed.

Sub-Contractors are expected to provide all the necessary protective equipment, changing facilities and warning notices appropriate for the safety of their system of work. On completion of the work, Sub-Contractors must ensure that the areas are properly cleaned of all Asbestos debris and dust Atmospheric monitoring must be carried out for Asbestos fibre content, and a Certificate of Clearance must be provided to The Company.

Sub-Contractors must ensure that all Asbestos waste is properly stored prior to disposal and disposed of in accordance with the Regulations. Sub-Contractors must provide on request to The Company copies of their documentation for the disposal of such Asbestos waste material.

## 31. Machine Guarding

Sub-Contractors must ensure that any plant or machinery brought onto site complies with the requirements of the PUWER 1998 in respect of the guarding of the dangerous parts of any machine. Reference should be made to British Standard Code of Practice (BS5304 2005) "Safeguarding of Dangerous Machinery" for further information.

Sub-Contractors must ensure that any guards that are provided are properly used and maintained.

### 32. Abrasive Wheels and Discs

Sub-Contractors must ensure that all powered abrasive tools and equipment are maintained in good order having the correct disc or wheel fitted with guards or backing plates. Grinding wheels or abrasive discs shall only be fitted or changed by a competent person who has a certificate of training and competency and whose name is recorded in the Register for the purpose of the Provision and Use of Work Equipment Regulations 1998. The Register must be available on request for inspection by The Company site representative.

Sub-Contractors' employees must be provided with **AND USE**, approved eye protection in accordance with The Personal Protective Equipment at Work Regulations 1992 when using powered abrasive tools and equipment.

### 33. Site Radiography

All site Radiography operations must conform to the requirements of the Ionising Radiation Regulations 1999, and the relevant Code of Practice.

Radiography Sub-Contractors must agree a written safe system of work with The Company Site representative before work is allowed to proceed.

Radiography Sub-Contractors local rules must include the use of Classified Persons for all site radiography operations under the direct control of their appointed Radiation Protection Supervisor.

Radiography Sub-Contractors must provide on request to The Company, their Method Statement confirmation of their medical monitoring procedures and their appointment of a Radiation Protection Adviser.

### 34. Electrical Apparatus

All electrical apparatus must comply with the requirements of the Electricity at Work Act 1989, CE marking Electrical Equipment Regulations 1994, the I.E.E (BS 7671), and Code of Practice for the Electrical Equipment of Building: relevant British Standards and other safe working practices and procedures.

All portable apparatus must be suitable for use with 110 volt power supply. On sites where the electrical supply is other than 110 volts, suitable transformers to 110 volts must be supplied for the use of portable equipment. Battery equipment must be suitable for site work and tested

Sub-Contractors must ensure that all electrical cables and apparatus are tested and labelled and regularly inspected and where necessary, any defective item is taken out of service and repaired or replaced.

### 35. Compressed Gas Cylinders

All gas cylinders not in use, should be stored outside in a properly constructed compound and oxygen cylinders must be stored separately from all flammable gases.

The storage compound for flammable gas cylinders must be clearly marked with the appropriate safety signs. Flammable gas cylinders of any kind must not be stored inside site offices, storage huts or buildings of any kind.

Sub-Contractors must ensure that all gas cylinders are handled with care and never left 'free standing', they must be properly secured in an upright position on cylinder barrows or in the compound.

### 36. Highly Flammable Liquids and Gases

Sub-Contractors must ensure that all highly Flammable Liquids or Liquefied flammable gases (e.g. butane or propane) are properly stored and used as required in accordance with the Highly Flammable Liquids and Liquefied Petroleum Gases 1972 and DSEAR 2002 regulations.

Such liquids and gases must be properly stored in dedicated compounds or cabinets clearly marked with the appropriate safety signs and must never be stored near combustible materials or areas below ground level.

**NO SMOKING** rules must apply to all storage areas.

### 37. Welding and Flame Cutting Operations

Sub-Contractors involved in any welding or flame cutting operations must ensure that a safe system of work is in operation at all times. All personnel must wear the appropriate safety equipment/clothing.

Flame retardant welding screens must be erected where necessary and warning notices displayed in areas where arc-welding is in progress.

Particular attention must be taken with the siting of diesel driven generators in respect of exhaust emissions and noise levels affecting others working in the area or passers-by.

Buildings or plant structures must not be used as an earth return. The weld return lead is not to be used as an earth. A separate earth is required (see HSE PM 64 for further guidance).

Gas cylinders must never be taken inside any confined or enclosed spaces.

Particular care must be taken with containing any sparks or dross during welding/flame cutting operations. Where necessary, areas must be effectively sheeted out with flame retardant materials,

Fire extinguishers must be readily available for all welding and flame cutting operations. The section on fire prevention in this safety guide should be carefully noted.

### 38. Cartridge Tools

Sub-Contractors must obtain permission from The Company site representative before bringing cartridge tools onto site. Usage of cartridge tools must be strictly controlled, and the tools must only be operated by properly trained, competent and authorised persons.

Sub-Contractors will be responsible for the storage and safe keeping of cartridge tools and cartridges. They must ensure that there is a controlled distribution and return of all cartridges. The appropriate eye protection and hearing protection must be provided **AND USED** by the Sub-Contractors employees operating cartridge tools.

Main Contractors or Site Permit Systems must also be followed/used, as applicable.

### 39. Confined Spaces

Sub-Contractors are not allowed to enter any confined spaces, such as vessels, tanks, and pits without prior consultation with The Company site representative (In certain circumstances enclosed rooms and basements could also become confined spaces)

Before any work is allowed to proceed in any confined space, a competent person must carry out the proper procedures for checking testing and ventilating as necessary, to ensure a safe place of work.

Entry will then only be allowed by following specific safety precautions, which may require the use of a formal permit-to-work.

#### 40. Modern Slavery

Modern Slavery is a term used today to describe issues such as Labour exploitation, Forced Labour, Human Trafficking, and practices such as debt bondage, passport holding, and other such breaches of an individual's basic human rights.

**J & E Hall may request that Subcontractors provide us with the following information on request.**

- A copy of your Modern Slavery Statement or other document detailing the steps being taken to ensure that modern slavery and labour exploitation does not occur in your business or supply chain.
- Details of how you check applicant documentation. Including details of how you confirm:
  - The documents are genuine, original, and unchanged and belong to the person who has given them to you;
  - The dates for the applicant's right to work in the UK have not expired;
  - Photos are the same across all documents and look like the applicant;
  - Dates of birth are the same across all documents;
  - Evidence that all staff, including temporary workers, have a written contract of employment.

#### 41. Permits to Start Work

On certain types of sites and for specific work operations it is sometimes necessary to use a formal permit-to-work system. The system may be under the control of either the occupier of the premises, The Company, or other main contractors. Where permit-to-work are necessary they are normally:

- Permit for entry into confined spaces;
- Fire permit for hot work;
- Electrical isolation permit;
- Safety certificate for opening up and working on hazardous systems.

Where a permit to work is in operation, Sub-Contractors will be instructed in the procedures that will apply and must ensure that the procedures are strictly followed by their employees at all times.

#### 42. Working at Heights

No attempt must be made to work at height without first carrying out a risk assessment and obtaining approval of the method statement. No attempt must be made to walk on any roof without obtaining approval and without following the safe working method statement. Working on or access to sloping roofs is strictly forbidden without prior approval of The Company's Safety Manager.

#### 43. Manual Handling

Where specific manual handling operations are identified within Risk Assessments and Method Statements, a specific Manual Handling Risk assessment will be completed. A hierarchy of control measures will be identified and adopted to reduce the risk to as far as reasonably practicable level.

Where possible the use of suitable mechanical lifting / moving equipment is to be used to eliminate or reduce the risks associated with manual handling.

#### **44. Noise**

It is J & E Hall Internationals policy that wherever it is practicable all plants and operating units ensure that persons and employees are not exposed to a daily personal noise dose (LEPd) in excess of 80 dB (A). Where noise levels at existing plants and installations exceed an (LEPd) of 80 dB (A) measures should be instituted to reduce the noise level by engineering means wherever it is reasonably practicable to do so.

#### **45. Pressure Testing**

Where it is necessary to carry out strength and leak tests on pipework systems this should be carried out hydraulically whenever possible using approved equipment and calibrated gauges.

All pressure vessels, heat exchangers and plant components should be pressure tested in the manufacturer's works prior to delivery to site Pressure test certificates should be made available for these items to ensure the tests comply with system design requirements.

Strength tests are required for all pipework systems erected on site and where for practical and operational reasons these can only be pneumatic; Nitrogen Gas must be used.

All pneumatic tests will be carried out under the direct supervision of The Company site representative or Commissioning Engineer. Strength tests must always be completed before leak tests.

All site personnel and, where applicable, the public must be prevented from entering the area of the strength test. Where the plant and equipment under test is outside, due consideration must be given to the safety of other contractors and the public with all personnel prevented from entering the danger area. Warning signs must be displayed, and every practical and reasonable precaution taken to safeguard personnel and property during the strength test period

Large systems should be tested in smaller sections whenever possible to limit the loss of Nitrogen in the event of a rupture .of a weld or component.

Nitrogen cylinders must be secured on cylinder barrows in the upright position and a pressure reducing station used to meter the gas into the system.

Calibrated gauges must be used to check the strength test pressure and this pressure must be maintained for a minimum period of one hour to prove the system.

The pressure control and monitoring point should be remote from the system under test with as much protection as possible for the supervisor and Sub-Contract labour.

Attention is drawn to the Health and Safety Executive Guidance note GS4 Safety in Pressure Testing" which is available from Her Majesty's Stationery Office.

When metering Nitrogen into any pressure system under test the cylinders and pressure controls should be positioned to give as much protection to the operator in the event that any part of the system fails (preferably a solid brick wall should be between the plant under test and the operator(s).

#### **46. Charging With Refrigerant**

All safety checks must be carried out before refrigerant is charged into the system the initial charge of refrigerant must be added under the direct supervision of The Company Site Representative or Commissioning Engineer.

## Health, Safety and Environmental Policy for Sub-contractors Acknowledgement

We acknowledge receipt of the J & E Hall Limited Health and Safety Policy for Sub-Contractors Reference JEH-SUB-001.

We will ensure that all our employees are made fully aware of and understand its contents before any site work is carried out.

We also confirm that we carry Employers Liability and Public and Products Liability Insurance cover with a minimum limit of £2,000,000 for each policy.

Please refer to attached policy.

Signature:	
Title:	
Date:	
Company:	
Address:	

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