

# **J D Wind Site Health and Safety Rules**

## **SITE HEALTH & SAFETY RULES AND SAFE WORKING PROCEDURES**

These rules are designed to ensure your health, safety and welfare whilst working on site, you are to comply with them and any additional method statements or risk assessments that are brought to your attention whilst on site. These rules and safe working procedures are in addition to any existing rules and regulations that the client may be employing on the site.

Should you have any queries or concerns regarding any health, safety or welfare issues you should bring it to the attention of site management team or your immediate supervisor. These rules are in addition to the main contractual requirements.

### **1. ADMINISTRATION:**

- All persons accessing site are required to inform J D Wind prior to arrival (07920 833616 or 07866 530303)
- All persons egressing site are required to inform J D Wind prior to arrival (07920 833616 or 07866 530303)
- In addition to the above, Contractors are to log on to their operational control room.
- All personnel are required to complete a site induction.
- All permit requirements are to be made known to the site manager 24 hours in advance. (This is to inform the client of site requirements and to obtain the appropriate documentation)
- Report all health, safety & welfare issues to the site manager.
- Ensure that you are fully conversant with the fire & emergency procedures on site.
- You are not to detract from the safe system of work that has been agreed without prior permission from the site manager.

### **2. PERMITS:**

Permits are vital to the safe running of work on site. Two permit systems are in place on this site.

- A permit to work system is in operation for the following disciplines:
  - Confined, restricted or enclosed space work.
  - Hot Works (Electrical, Gas welding/cutting, Abrasive wheels-grinding)
  - Any excavation or digging works.
- All permit requests to be discussed prior to issue, with the site manager. 24 hour notice required.
- All live permits are to be present at the work place.
- All permits are to be returned to the issuer once work is complete or the permit has expired.

***It is a serious breach of site safety to work without a permit for any of the above listed tasks!***

### **3. WELFARE:**

- Do not deface or damage the notice & information boards.
- Smoking is prohibited in wind turbines, or in any part of the substation/control and HV switch-rooms. In other areas, including out of doors, smokers should exercise caution and must ensure that all spent materials are fully extinguished and properly disposed of. In dry summer conditions, smokers should abstain where there is a risk of moorland/grass fire.
- Food & drink is not to be consumed on site only in the designated area.(service vehicle.)
- Toilets and hand wash facilities are available in the adjacent service facility.
- Do not allow waste/rubbish bins to become overfull.

#### **4. TRAFFIC MANAGEMENT:**

- The maximum speed limit on site is 15 mph
- The wearing of hi-vis vests are an integral part of the traffic management plan during inclement conditions
- Observe all existing and site specific road signs on site.
- Pedestrians have right of way unless road signs dictate otherwise.

#### **5. PERSONAL PROTECTIVE EQUIPMENT:**

- The minimum PPE requirement on this site is Hard hat, Hi-Vis and Steel toe work boots, Eye protection.
- The minimum PPE for ascending a WTG is as above and including in date fall arrest harness, lanyards, work positioning belt, fall arrest slider, climbing helmet, head torch and climbing gloves, and suitable eye protection.
- Sub-contractors are responsible for providing additional PPE appropriate and necessary to their work discipline.
- PPE & clothing provided is not to be misused or abused.

#### **6. PLANT & EQUIPMENT:**

- Do not operate plant and equipment unless you are competent to do so and have been authorised; unless you are undergoing training and are being supervised.
- Large slow moving plant is to be accompanied by a competent banksman; this also applies to reversing.
- You are required to be able to demonstrate your competency.
- You are to report all faulty and defective plant & equipment.
- Daily operators' checks are to be carried out on all plant, lifting equipment, powered tools and hand tools.
- Abrasive wheels are only to be replaced and used by competent persons.
- Only 110v/ Battery or 240v equipment protected by an RCD are to be used on site; this includes extension and lighting cables.
- All power tools must hold a 12 monthly PAT inspection certificate.

#### **7. WORK AT HEIGHT:**

- You are not to interfere with, alter or erect scaffold that has been provided for your safety unless you are competent to do so.
- Ensure all access ladders are correctly secured, tied and or footed before use.
- Ladders & Stepladders should not be the preferred means of access. Class 1 Industrial.
- Mobile access towers are to be erected in accordance with the manufacturer's instructions and by competent persons. IPAF
- Only trained competent climbers who have also been trained to rescue will be allowed to climb unless accompanied by two qualified climbers.
- The fall arrest system in use on this site is Cabloc and all climbers must carry a Cabloc slider.
- The Rescue kit will be situated in the Nacelle of each Turbine, MAKE SURE YOU ARE AWARE OF ITS LOCATION.

**8. FIRST AID & EMERGENCY PROCEDURES:**

- All accidents, incidents and near-misses are to be reported to the site manager.
- All accidents are to be recorded in the site accident book, situated in the vans or service container.
- All open wounds (no matter how minor) are to be treated by a trained first aider.
- Do not attempt to fight a fire unless you are competent and to do so would not endanger your- self or others.
- Alcohol and drugs are not permitted on site.
- If you are taking prescription drugs you are to inform the site management team.
- First Aid kits to be situated in the Nacelle, Tower base, Scada room and Service Vehicles.
- Spill kits must be available in Service Vehicles.

**9. GENERAL:**

- Only trained and competent persons; slingers, riggers and banksmen are to partake in lifting operations.
- Good housekeeping is to be implemented on site at all times.
- All rubbish to be removed from site (no rubbish to be left in substation or in WTG)
- Be sure that all materials and substances used in your work discipline are covered by a current COSHH risk assessment and are available at point of work.
- All site boundaries are to be observed, you are not to enter restricted areas without permission, observe all warning signs, barriers and barrier tape. (SITE MAP TO BE FOLLOWED, FARM LAND REMAINS OUT OF BOUNDS.)
- Digging is not permitted without prior consent from site manager and current service drawings, CAT scan, services marked on the ground, hand digging & a permit.(HV RULES)

**10. ACCESS/EGRESS:**

- Access is to be via the main gate only, the gate is secured by means of a chain and padlock and should be closed but unlocked whilst working on site to allow for emergency access/egress if required.
- Upon entering/exiting site, the operational controller is to be informed of who is on site, purpose of the visit and details of any relevant documentation required for the job.
- All gates to remain closed when not in use even if no animals present.
- Access to HV room SAP'S only.
- J D Wind to Log on/off to site through their office (07920 833616 or 07866 530303)

I have read and understood the site rules and safe systems; I understand that failure to comply with these rules could result in my dismissal from site.

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_