

Module 3

Visitor Site Induction

Barhale Construction plc

- Importance of Site Induction
 - To ensure you are safe whilst on our site
 - To help you be aware of potential risks during your visit
 - To ensure you do not put others at risk



Barhale Operational Regions



CG4101 Version 1

UK-wide:

Regions:

Southern
Eastern
Midlands
Northern

Other Business Units:

Telecoms
Rail
BCS (Plant)
Tunnelling
Process

Head Office - Walsall



Site Management Team

- Site Manager - _____
- Site Engineer - _____
- Site Foreman - _____
- TMC - _____
- Your Guide - _____

The Project

- Scope of the project:
 - General description of works
 - Work areas

- Site Details:

- Address

- Telephone

- Fax

Site Facilities

- Set out site boundaries, security arrangements, safe/designated areas, notice board locations.
- Rules of the site i.e. use of mobile phones
- Location of welfare facilities on site i.e.. canteen, toilets,
- Drying room

Actions in an Emergency

- Fire and emergency evacuation procedure
- First aid emergency
- Substance emergency - locations of (significant) hazardous, highly flammable or explosive substances including gas bottles
- Other emergency evacuation procedure (if different from above)

First Aid Trained Personnel and First Aid Facilities

- Name(s) of First Aid Trained and Appointed Personnel on Site
- First Aid Facilities on Site
- Emergency Services and contact details and arrangements

Site Fire Precautions

- What to do in the event of a fire
- Details of Fire Wardens on site
- Evacuation routes and assembly area
- Locations of Fire Fighting Equipment, if appropriate

Accident & Incident Reporting

- All injury accidents or incidents are to be reported to your guide
- All Injuries however minor should be reported immediately
- They will be recorded in the accident book on the day of the visit
- Filled in by Site Manager

Near Miss Reporting

- We encourage all visitors to report any near misses they observe or experience during their visit to our site
- Barhale wishes to encourage good safety behaviour by everyone learning from mistakes

A Near Miss Includes:

- **Unsafe condition** i.e.. no edge protection, untied ladder or trip hazard etc.
- **Unsafe Act** – working ahead of the trench support or walking under a slung load
- **Unsafe incident** – something unplanned which does not actually cause injury but may have

Site Smoking Arrangements

- Identify designated smoking areas
- Identify specific non smoking areas (hazards from flammables etc,)
- If relevant, identify specific non smoking site activities or work processes such as confined space work or working with flammable substances



Site PPE

- **Safety Helmets**
 - **High visibility** vests or jackets
 - **Steel toe capped lace up safety boots** with mid sole protection (*No RIGGER boots*)
 - **Gloves** are readily available and are mandatory*
 - **Safety glasses or helmet visors** are mandatory*
- * unless otherwise specified for particular activities or conditions by the site manager

Site Rules

- As a visitor you will be accompanied at all times. You must not stray off unaccompanied as the site has potentially hazardous areas, which may change from day to day depending on the works in hand.
- The principal rules that you need to be aware of should have been covered by the induction.
- Your site guide will inform you of any other rules should the need arise.

End – Any Questions