

# Health and Safety Alert No. 5

## Return to Work

Following the Christmas and New Year Holiday it is essential that everyone is given sufficient time to remind them of their H&S responsibilities.

All work places must be inspected before works recommence and F91's, or equivalent, completed by the responsible person. eg excavations, scaffold

Work equipment inspections, eg hoists, cranes, forklifts, telehandlers, locos must be completed prior to use. Weigh load indicators must be checked to ensure no faults have developed

Gas monitoring and air quality/ventilation must be fully operational and Permits to Work must be issued

The following information should be provided to everyone, to include all MVB team, sub-contractors and any third parties who may attend site, before resuming work, recorded on the appropriate form, with priority given to the first 3 items:

- Welcome everyone back to work and reinforce the Work Safe Home Safe policy. We don't want any accidents this year and rely on everyone to contribute towards the safety of the site team
- A summary of the site induction, both client and MVB requirements
- A re-brief on the appropriate method statements and their risk control measures must be given. Everyone should re-familiarise themselves with their own operations and tasks and keep an eye open for others who may be affected by their actions
- Whilst on holiday fitness may have declined, the first few shifts should be approached sensibly, particularly when carrying out manual handling operations
- We operate a strict D&A policy. Anyone who feels they may be over the limit should not go to work (Neither should they attempt to drive home!)
- Slips & trips are the biggest cause of accidents. Walking surfaces in the tunnel may be greasy or wet and there may be ice or frost on the compound. Ladders and scaffolds may also be slippery. Ensure adequate illumination is provided for all walking routes.
- Check work equipment and hand tools to ensure they are safe to use
- Everyone entering a confined space must be reminded of the importance of checking their self rescuer daily for signs of damage or deterioration and they must either wear it or keep it in close proximity at all times
- Concentrate on the task in hand and refrain from relating stories of Christmas events if they become distracting
- Circumstances/conditions may have changed that increase or change the risks. Improvisation must not be implemented. Works must stop until a review of the risk and appropriate control measures have been agreed – If In Doubt Stop
- The Tool Box Talk – Winter Working – must also be provided.

Be prepared to supply new PPE that may have been lost over the holiday and remind everyone of the minimum standards, including eye protection.