



## SHEQ Workplace Audit Report

Complete

<b>Score</b>	121 / 136 (88.97%)	<b>Flagged items</b>	7	<b>Actions</b>	6
<b>Client</b>	Alpine F1				
<b>Conducted on</b>	13.06.2024 08:00 BST				
<b>Prepared by</b>	Gareth Wood				
<b>EPS site management present</b>	Karolis Dijokas / Dave Kettle				

## Flagged items & Actions

7 flagged, 6 actions

### Flagged items

7 flagged, 3 actions

Audit / Scaffold / Mobile Towers

#### Are scaffolding/towers being inspected at least weekly by a competent person?

No

Whilst some had tags, towers and podiums found on site were missing record of weekly inspection by either EPS management or supplier supervisors.

**To do** | Priority: High | Due: 20.06.2024 10:23 BST | Created by: Gareth Wood

#### Weekly inspection of Scaffold towers & Podiums

EPSCM are to ensure our suppliers are recording checks of their equipment every 7 days, as dictated by PUWER.

Audit / Scaffold / Mobile Towers

#### Are scaffolds/towers erected correctly? (Required components / guardrail height)

No

Mobile towers on site were incorrectly erected. Suppliers are to ensure all towers are compliant.



Photo 4



Photo 5

**To do** | Priority: High | Due: 20.06.2024 10:24 BST | Created by: Gareth Wood

#### PUWER compliance

Suppliers are to ensure all their work equipment is used correctly and compliant to WAH regulations and PUWER.

Audit / Ladders

#### Have other measures/work at height equipment been considered before use of ladders, with their use justifiable?

No

Ladders were seen on ground floor level of ESO building when towers or podiums could have been used.

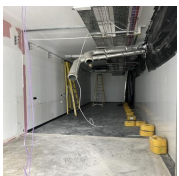


Photo 10

Audit / Ladders

#### Were ladders being used correctly?

No

Operative carrying out survey works on ground floor was seen stood on top of step ladders with head in the ceiling void.

**To do** | Priority: High | Due: 20.06.2024 10:28 BST | Created by: Gareth Wood

### Ladder use

As with previous point, ladder use is to be justified by EPS first.

Audit / Ladders

**Proper Ladder for Task? Are ladders in use of the correct grade? (i.e. not domestic or non-professional)**

No

Operative in the above point had a ladder that was too short for his requirements.

Audit / Ladders

**Ladder permit in place?**

No

No ladder permit had been requested by any operatives using them on the project.

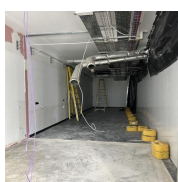


Photo 11

Audit / Ladders

**Statutory inspection carried out by site management within the last seven days?**

No

Ladders for in the picture above had no recent record of inspection.

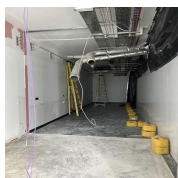


Photo 12

### Other actions

3 actions

Audit / Permits To Work

**Are relevant permits being completed adequately, issued and cancelled accordingly?**

No

Hot works & ladder permit from 12/06 not closed out. No HW permit had been issued for grinding works on rebar area.

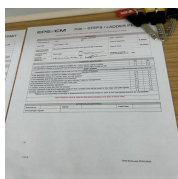


Photo 1

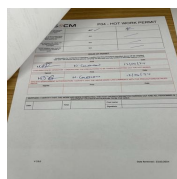


Photo 2

**To do** | Priority: High | Due: 20.06.2024 10:21 BST | Created by: Gareth Wood

### Issue / Closure of Permits

Suppliers are to ensure that requests for permits are carried out before they begin the high-risk works on site. Permits should also be closed out at the end of the working day, this is not only in relation to EPS procedure, but also relates to the requirements of Alpine's Hot Works procedure, dictated by their insurers.

Audit / Working at height

**To prevent falls from height, is the most suitable equipment being used?**

No

Ladders were in use on the project when other access equipment would be more suitable. When the IMS operative pictured was questioned on use of steps, he replied that these have been approved by his supervisor, Andrew King.

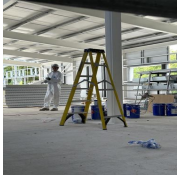


Photo 6

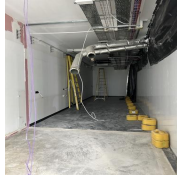


Photo 7

**To do** | Assignee: Gareth Wood | Priority: High | Due: 20.06.2024 10:26 BST | Created by: Gareth Wood

### Step Ladders

Step ladders were being used on the project without adequate justification and in the case of IMS, with no permit and therefore approval from EPSCM. All step ladder use is to be justified before they are even brought on to site.

Audit / Personal Protective Equipment (PPE)

**Are operatives wearing PPE in accordance with their SSOW & site rules?**

No

Ground worker using disc cutter on rebar without ear protection.

**To do** | Priority: Low | Due: 20.06.2024 10:26 BST | Created by: Gareth Wood

### PPE TBT

Ground worker cutting rebar using disc cutter without hearing protection, TBT to be carried out site wide on wearing of PPE.

<b>Audit</b>	7 flagged, 6 actions, 121 / 136 (88.97%)
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Site Details

**Project Name**

Alpine F1 ESO

Statutory Documents / Forms	8 / 8 (100%)
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<b>HSE official poster 'Health and Safety law - 'what you should know' displayed?</b>	Yes
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<b>Certificate of Employers' Liability Insurance displayed?</b>	Yes
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<b>Does the site have the latest EPS health and safety policy statement displayed?</b>	Yes
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<b>F10 (all pages) including asbestos F10 if required displayed?</b>	Yes
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<b>Signing in book being used</b>	Yes
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<b>Site layout plan detailing emergency plan displayed?</b>	Yes
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<b>Are the accident book and incident report forms readily available?</b>	Yes
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<b>Emergency contact information such as site manager, first aiders and fire marshals displayed?</b>	Yes
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Monitoring of the site by the Project Manager	3 / 3 (100%)
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<b>Are the weekly safety inspection reports being completed by the site manager correctly and accurately?</b>	Yes
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<b>Are identified faults corrected and the action closed out?</b>	Yes
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<b>Are the reports being signed off weekly by the Project Manager?</b>	Yes
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Permits To Work	1 action, 1 / 2 (50%)
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<b>Are relevant permits being completed adequately, issued and cancelled accordingly?</b>	No
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Hot works & ladder permit from 12/06 not closed out. No HW permit had been issued for grinding works on rebar area.

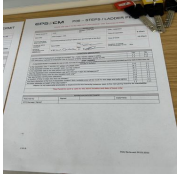


Photo 1

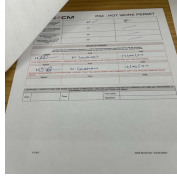


Photo 2

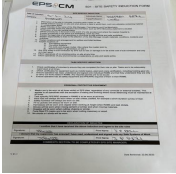
**To do** | Priority: High | Due: 20.06.2024 10:21 BST | Created by: Gareth Wood

### Issue / Closure of Permits

Suppliers are to ensure that requests for permits are carried out before they begin the high-risk works on site. Permits should also be closed out at the end of the working day, this is not only in relation to EPS procedure, but also relates to the requirements of Alpine's Hot Works procedure, dictated by their insurers.

<b>Is the permit signed for acceptance by the person carrying out the works?</b>	Yes
Fire	6 / 6 (100%)
<b>Does the FRA for the building reference our works?</b>	Yes
<b>Are the controls as required by the fire risk assessment implemented?</b>	Yes
<b>Are any combustible materials stored correctly and waste not allowed to accumulate?</b>	Yes
<b>Is firefighting and alarm/early warning equipment available, adequate, inspected within the past year and properly maintained?</b>	Yes
<b>Fire exits kept free of obstructions?</b>	Yes
<b>Assembly points clearly marked and suitable?</b>	Yes
Hot works / LPG	2 / 2 (100%)
<b>Are hot works taking place on this site?</b>	Yes
<b>Are all areas affected by hot working being constantly monitored and periodically examined for signs of fire during the hour &amp; 2nd hour immediately after completion?</b>	Yes
<b>Are at least 2 suitable fire extinguishers provided close to hand?</b>	Yes
First Aid (incl. learning events)	2 / 2 (100%)
<b>Are competent First Aid personnel on-site and first aid box stocked with appropriate equipment that is in date and</b>	Yes

readily available/identified?	
<b>Are eye wash facilities available – Running Cold Water and/or Eye wash station?</b>	Yes
Emergency procedures	3 / 3 (100%)
<b>Is there an emergency plan on display for the project?</b>	Yes
<b>Does it provide information &amp; directions to the nearest hospital?</b>	Yes
<b>Are site operatives aware of emergency procedures? (Making site management aware, spill plan, muster point etc.)</b>	Yes
Welfare requirements under CDM 2015	10 / 10 (100%)
<b>Is there a ready supply of hot/warm and cold running water including drinking water?</b>	Yes
<b>Are there adequate toilet &amp; washing facilities for the numbers on site?</b>	Yes
<b>Are the toilet facilities connected to the mains?</b>	Yes
<b>Are the hand basins of sufficient size to take a forearm?</b>	Yes
<b>Are the facilities well maintained, clean and tidy – sufficient stock of consumables?</b>	Yes
<b>Are there facilities to rest – chairs with backs?</b>	Yes
<b>Is there sufficient lighting, heating and ventilation provided in the welfare facilities?</b>	Yes
<b>Are there facilities for the storing, changing and drying of clothing – Heating of drying room 24 hours?</b>	Yes
<b>Is there a facility to boil water and heat food?</b>	Yes
<b>Are separate sex toilet facilities provided, where necessary?</b>	Yes
Risk Assessments and Method Statements	3 / 3 (100%)
<b>Are RAMS in place for all works on-site and have they been reviewed within the past 12 months?</b>	Yes
<b>Have the supplier RAMS for the project been adequately reviewed by EPS management to make sure they are</b>	Yes

suitable and sufficient?	
<b>Are those involved briefed and names and dates recorded on briefing registers?</b>	Yes
Induction	2 / 2 (100%)
<b>Are all operatives inducted on their first day before commencing work?</b>	Yes
	
Photo 3	
<b>Is the induction questionnaire being completed each time, filled in correctly and scored by site management?</b>	Yes
Toolbox Talks	2 / 2 (100%)
<b>Are toolbox talks being delivered as appropriate?</b>	Yes
<b>Are attendees recorded on the briefing sheet?</b>	Yes
Safety Signage	2 / 2 (100%)
<b>Is signage appropriate and contain EPS branding?</b>	Yes
<b>Is signage clear and visible?</b>	Yes
Pedestrian and Vehicle Segregation	3 / 3 (100%)
<b>Are pedestrians and vehicles effectively segregated on site?</b>	Yes
<b>Are there designated parking areas?</b>	Yes
<b>Are there designated loading/off-loading areas?</b>	Yes
Scaffold / Mobile Towers	2 flagged, 2 actions, 8 / 10 (80%)
<b>Is there any scaffold or mobile towers erected or in use on site?</b>	Yes
<b>Are NASC TG20 compliance sheets available where appropriate?</b>	Yes
<b>Are scaffolds not compliant with TG20 properly designed?</b>	N/A



**Are all designs that are not compliant with TG20 approved by site management?**

N/A

**Are scaffolding/towers being inspected at least weekly by a competent person?**

No

Whilst some had tags, towers and podiums found on site were missing record of weekly inspection by either EPS management or supplier supervisors.

**To do** | Priority: High | Due: 20.06.2024 10:23 BST | Created by: Gareth Wood

Weekly inspection of Scaffold towers & Podiums

EPSCM are to ensure our suppliers are recording checks of their equipment every 7 days, as dictated by PUWER.

**Are scaffolds/towers erected correctly? (Required components / guardrail height)**

No

Mobile towers on site were incorrectly erected. Suppliers are to ensure all towers are compliant.



Photo 4



Photo 5

**To do** | Priority: High | Due: 20.06.2024 10:24 BST | Created by: Gareth Wood

PUWER compliance

Suppliers are to ensure all their work equipment is used correctly and compliant to WAH regulations and PUWER.

**Are working platforms fully boarded?**

Yes

**Are scaffold accesses suitably protected out of working hours?**

Yes

**Is protection in place to prevent objects/materials falling?**

Yes

**Are all scaffold operatives trained and certificated, i.e. CISRS accredited?**

Yes

**Are mobile tower erector / inspectors PASMA qualified?**

Yes

Working at height

1 action, 3 / 4 (75%)

**Has all work at height been properly planned and referenced on risk assessments?**

Yes

**Is all work supervised appropriately?**

Yes

**To prevent falls from height, is the most suitable equipment being used?**

No

Ladders were in use on the project when other access equipment would be more suitable. When the IMS operative pictured was questioned on use of steps, he replied that these have been approved by his supervisor, Andrew King.

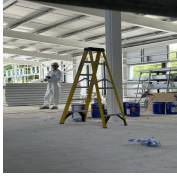


Photo 6

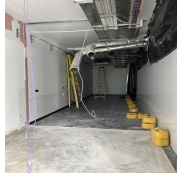


Photo 7

**To do** | Assignee: Gareth Wood | Priority: High | Due: 20.06.2024 10:26 BST | Created by: Gareth Wood

### Step Ladders

Step ladders were being used on the project without adequate justification and in the case of IMS, with no permit and therefore approval from EPSCM. All step ladder use is to be justified before they are even brought on to site.

**Are suitable rescue plans in place? (MEWP operators should be aware of their rescue plan)**

Yes

Personal Protective Equipment (PPE)

1 action, 1 / 2 (50%)

**Are operatives wearing PPE in accordance with their SSOW & site rules?**

No

Ground worker using disc cutter on rebar without ear protection.

**To do** | Priority: Low | Due: 20.06.2024 10:26 BST | Created by: Gareth Wood

### PPE TBT

Ground worker cutting rebar using disc cutter without hearing protection, TBT to be carried out site wide on wearing of PPE.

**Is PPE in good order and suitable for tasks being undertaken?**

Yes

HAVS

6 / 6 (100%)

**Are any works involving HAVS taking place on this project?**

Yes

**Are risk assessments available for work involving significant vibration?**


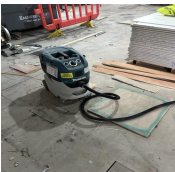
Yes

**Are alternative/lower vibration processes being considered?**

Yes

**Are remote or power assisted methods being considered?**

Yes

<b>Are mechanical aids available?</b>	Yes
<b>Are contractors monitoring the work and ensuring PPE is available?</b>	Yes
<b>Are appropriate maintenance records for vibratory tools being kept?</b>	Yes
Noise	
<b>Are there any exceptionally noisy processes on site?</b>	No
Materials handling	2 / 2 (100%)
<b>Has manual handling been identified in supplier RAMS?</b>	Yes
<b>Is mechanical plant used where appropriate?</b>	Yes
	
Photo 8	
Asbestos	
<b>Has asbestos been identified at any stage?</b>	No
Construction Dust	3 / 3 (100%)
<b>Do the activities on site produce any hazardous dusts? (Silica / Wood dust / Gypsum)</b>	Yes
<b>Are operatives involved wearing suitable RPE, face fit trained to that RPE and suitably clean shaven? (Loose fitting respirators where unshaven).</b>	Yes
<b>Where RPE is being used, is the user face fit trained and suitably clean shaven- if not are they wearing powered hoods?</b>	Yes
<b>Is dust suppression/extraction in use when carrying out any task that will produce dusts?</b>	Yes
	
Photo 9	

COSHH	3 / 3 (100%)
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<b>Are hazardous substances clearly identified with a suitable storage area provided for items that require so?</b>	Yes
<b>Have the workers involved been instructed and trained in the safe handling, application and use of these substances?</b>	Yes
<b>Have COSHH assessments been carried out for materials on site? Are control measures being followed?</b>	Yes

Ladders	5 flagged, 1 action, 0 / 5 (0%)
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<b>Can ladders be seen on site at time of inspection?</b>	Yes
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<b>Have other measures/work at height equipment been considered before use of ladders, with their use justifiable?</b>	No
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Ladders were seen on ground floor level of ESO building when towers or podiums could have been used.

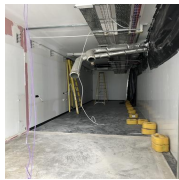


Photo 10

<b>Were ladders being used correctly?</b>	No
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Operative carrying out survey works on ground floor was seen stood on top of step ladders with head in the ceiling void.

**To do** | Priority: High | Due: 20.06.2024 10:28 BST | Created by: Gareth Wood

Ladder use

As with previous point, ladder use is to be justified by EPS first.

<b>Proper Ladder for Task? Are ladders in use of the correct grade? (i.e. not domestic or non-professional)</b>	No
---	----

Operative in the above point had a ladder that was too short for his requirements.

<b>Ladder permit in place?</b>	No
--------------------------------	----

No ladder permit had been requested by any operatives using them on the project.

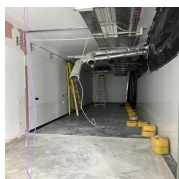


Photo 11

<b>Statutory inspection carried out by site management within</b>	No
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**the last seven days?**



Ladders for in the picture above had no recent record of inspection.



Photo 12

Hand Tools

2 / 2 (100%)

**Were tools being used at the time of inspection?**

Yes

**General condition of tools**

Good

**Right tools are being used for tasks**

Yes

Lifting Equipment

**Is lifting equipment in use at the time of inspection?**

No

Provision And Use Of Work Equipment

3 / 5 (60%)

**Is there a regular recorded inspection of significant work equipment by a competent person?**

Yes

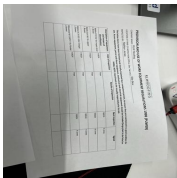


Photo 13

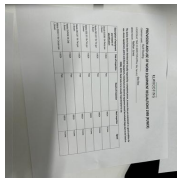


Photo 14

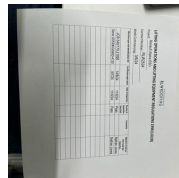


Photo 15

**Is selected work equipment in good condition and being used correctly?**

No

IMS operative using an incomplete podium tower to access roofing area rather than ladder walking around to the scaffolding ladder.

**Is there functional guarding on work equipment where appropriate?**

Yes

**Are all safety devices being used in accordance with manufacturers' guidance?**

No

Scaffold bearer requires capping. This was identified on a non-scored visit last time.

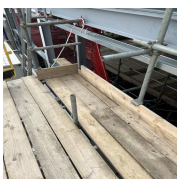


Photo 16

<b>Has any improvised solution been used? (i.e. a wire instead of a split pin)</b>	No
Housekeeping	1 / 3 (33.33%)
<b>Is the site kept clean and tidy including emergency access routes and site boundaries?</b>	No
Site requires greater attention to housekeeping. Two labourers were inducted at the time of induction, however, suppliers also need to take ownership of their housekeeping too.	
<b>Is cable management sufficient i.e. not causing trip hazards?</b>	Yes
<b>Are enough bins/tumble skips provided and emptied in good time?</b>	No
Site waste skips requiring collection.	
Electrical Safety	4 / 4 (100%)
<b>Are adequate isolation procedures always in use with isolation notice displayed?</b>	Yes
<b>Are any damaged leads, cables, plugs, casings etc. on tools being removed from use?</b>	Yes
<b>Has PAT been carried out on necessary equipment?</b>	Yes
<b>Are temporary supply cables and festoon lighting positioned away from risk of damage or creating trip hazards?</b>	Yes
Lighting	1 / 1 (100%)
<b>Are there sufficient lighting levels across the site?</b>	Yes
Confined Spaces	
<b>Have any confined spaces been identified? (any place, including any chamber, tank, vat, silo, pit, trench, pipe, sewer, flue, well or other similar space in which, by virtue of its enclosed nature, there arises a reasonably foreseeable specified risk)</b>	No
Public Safety	3 / 3 (100%)
<b>Has public safety been considered in the site set up/review i.e. safe crossing places. Are all site materials stored within the site boundary or otherwise secured?</b>	Yes
<b>Are all confined spaces / excavations restricted by barriers?</b>	Yes
<b>Are occupied areas segregated from construction work?</b>	Yes

Material Delivery	2 / 2 (100%)
<b>Are suppliers/delivery drivers using HIAB / over 7.5 tonne capacity informed about site access using the delivery safely document?</b>	Yes
<b>Are there signs indicating where to report in / contact information for site management in delivery area?</b>	Yes
Material Storage	4 / 4 (100%)
<b>Are storage areas well managed and kept secure out of hours?</b>	Yes
<b>Are storage areas kept clean and tidy?</b>	Yes
<b>Are flammable and non-flammable materials segregated?</b>	Yes
<b>Are stacks of materials limited in height and secured?</b>	Yes
Access / Egress	3 / 3 (100%)
<b>Routes to and from the work areas are adequate and kept clear</b>	Yes
<b>Access points to scaffold are free from clutter or stacked materials</b>	Yes
<b>Access routes are firm, level and free from obstruction.</b>	Yes
Security	1 / 1 (100%)
<b>Is the site perimeter fencing/hoarding properly secured? (proprietary clips not rope etc.)</b>	Yes
ISO 14001 - Environmental	15 / 15 (100%)
<b>Are any generators running when not necessary?</b>	No
<b>Can any vehicles been seen with engines running when not necessary?</b>	No
<b>Are adequate numbers of spill kits available, are they fully stocked and are they of adequate size for the generator?</b>	Yes
<b>Are drip trays used under portable generators?</b>	Yes
<b>Are any potential pollutants identified, stored carefully, and protected against damage?</b>	Yes

Is the waste management policy being adhered to?	Yes
Are waste streams segregated i.e.; timber, inert, gypsum, metal, etc.	Yes
Are waste transfer notes/consignment notes readily retrievable onsite issued by the waste contractor?	Yes
Is the waste hierarchy effectively applied? (minimise, reduce, recycle, recover)	Yes
Is hazardous waste requiring controlled disposal clearly identified and segregated?	Yes
Is there any damaged stock noticed in the skips? If yes, what is believed to have been the cause of the damaged stock?	No
Is there a material storage compound set up?	Yes
Could storage of stock be improved?	No
Can segregation be improved onsite?	No
Are there materials in the skips that need not be wasted and could be re-used e.g.large sheets of plasterboard?	No
ISO 9001 - Quality	5 / 5 (100%)
Is the construction phase plan readily available on site?	Yes
Is it up to date and cover all current project activities?	Yes
Is the project risk register readily available on site?	Yes
Is it up to date and cover all current project risks?	Yes
Are test and inspection in use? (250k +)	Yes
Temporary Works	2 / 2 (100%)
Are there any new temporary works not identified already on TWR?	No
Has HERAS fencing been erected to manufacturers instructions?	Yes
Presentation	2 / 2 (100%)
Does the overall appearance of the site project a	Yes



professional image?



Is the approach to the site office clear of debris or materials?



Recurrence

0 / 1 (0%)

Are there any items from a previous report that have not been actioned? Items identified as requiring a response during previous Site Inspection have been satisfactorily closed?



It was disappointing to see that the last time I attended site I identified that a bearer needed capping and had not been rectified. Photos above were taken today and on the last visit.

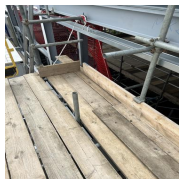


Photo 17

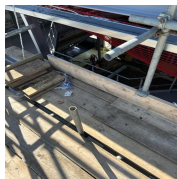


Photo 18

Sign Off - I can confirm I have had this audit explained to me

Name & Signature of Inspector

Gareth Wood  
13.06.2024 10:12 BST

Name & Signature of Site Supervisor / Foreman

Dave Kettle  
13.06.2024 10:12 BST

# Media summary

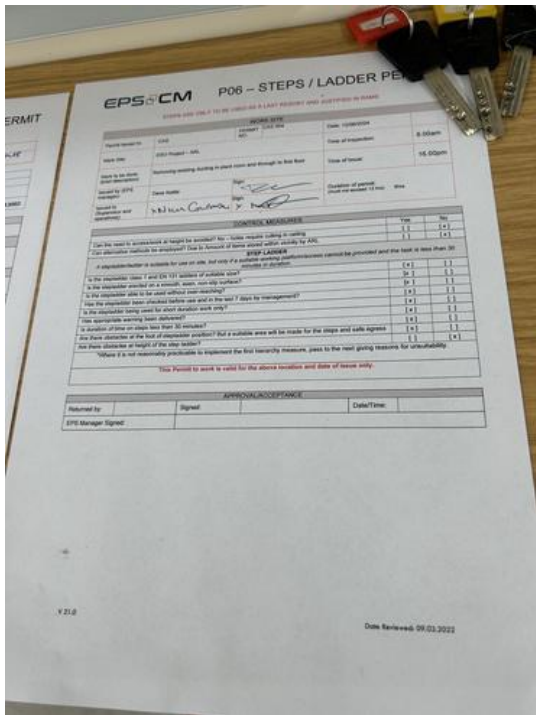


Photo 1

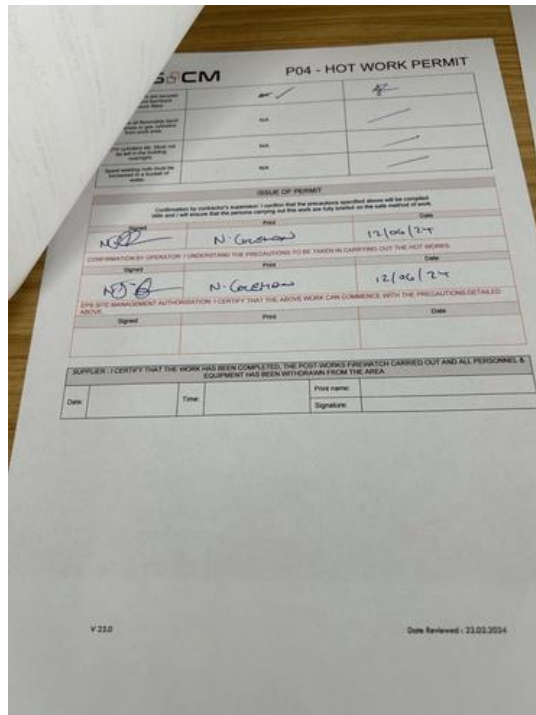


Photo 2

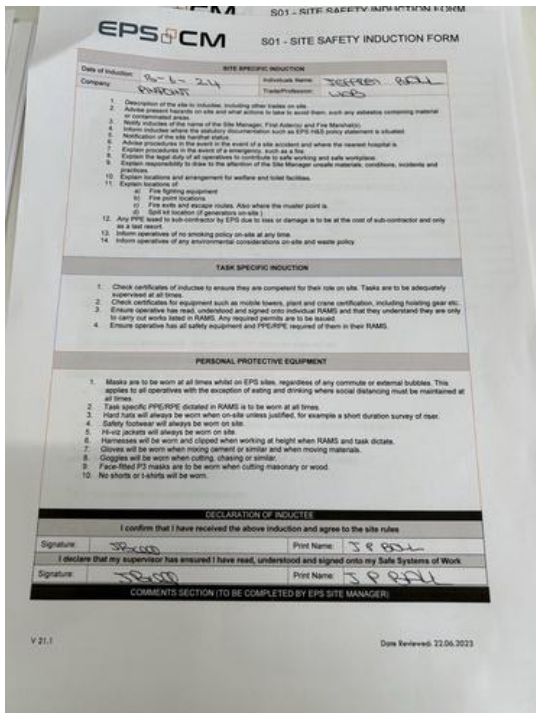


Photo 3



Photo 4



Photo 5

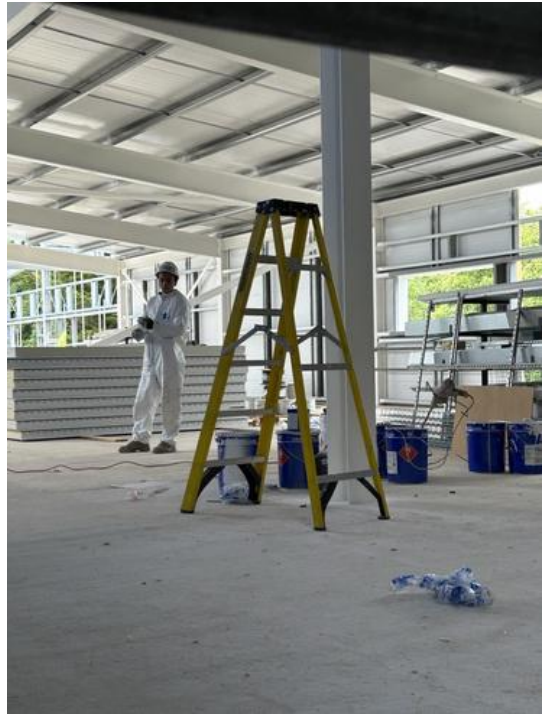


Photo 6



Photo 7



Photo 8



Photo 9



Photo 10



Photo 11



Photo 12

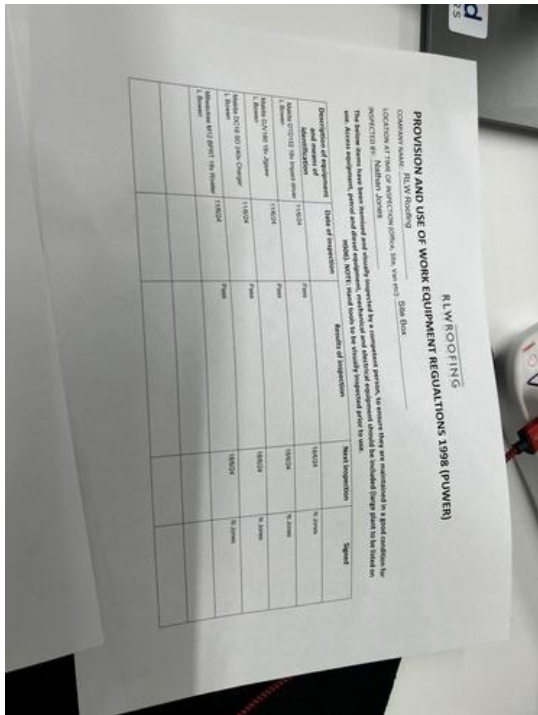


Photo 13

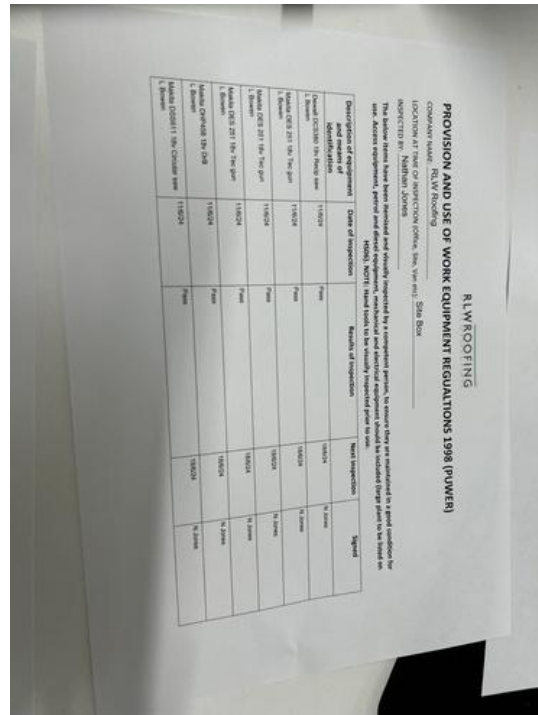


Photo 14

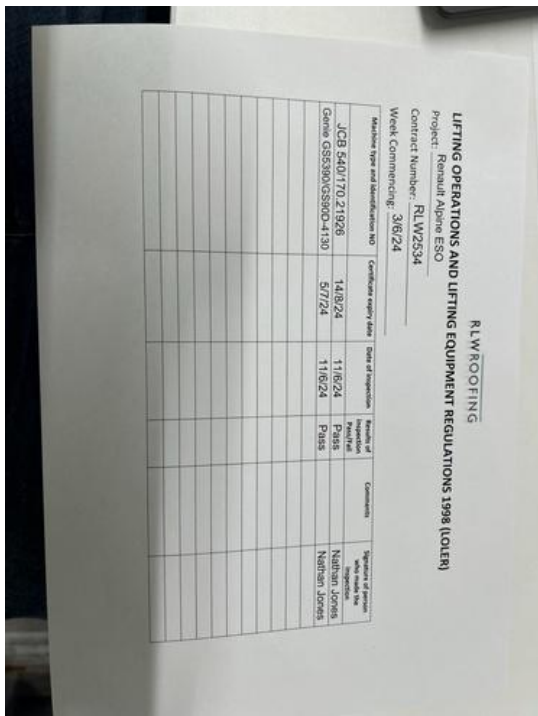


Photo 15

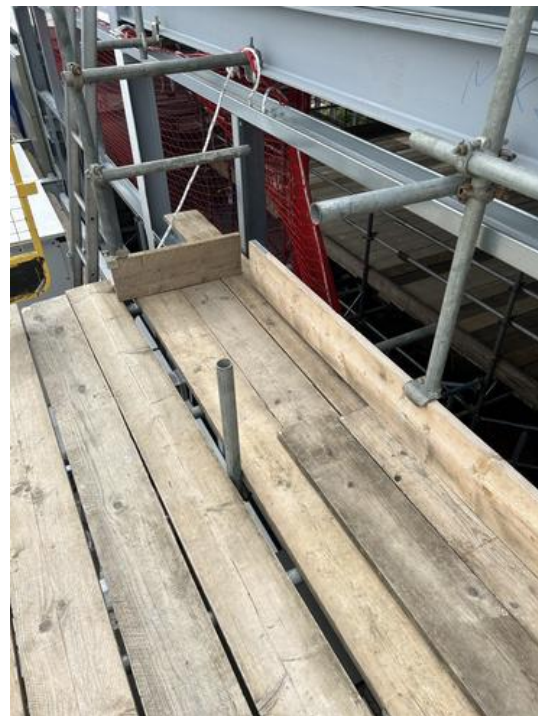


Photo 16



Photo 17

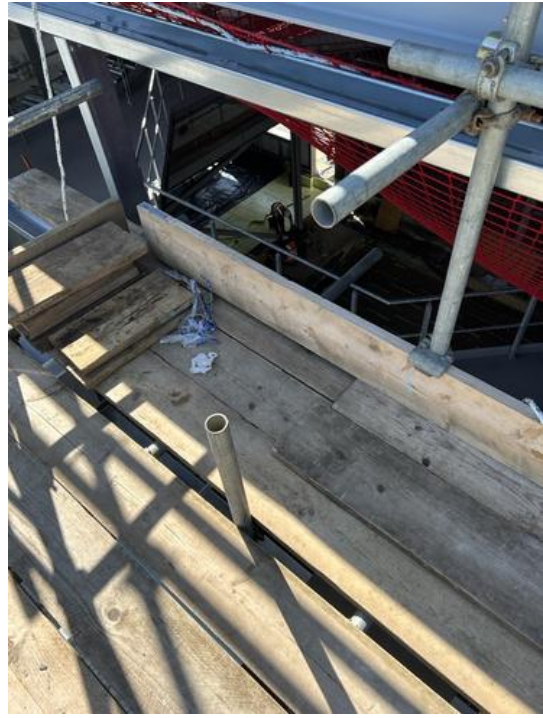


Photo 18