

Health & Safety – Site Inspection Report




Client Name: Command Electrical Ltd
Date & Time: 29th November 2021
Site Address: Bromley Football Club, Bromley, BR2 8NH
Inspection By: Steve Walder
Site Contacts: Mark Jones

Introduction

This audit was used to identify any areas of nonconformity whilst working on a live construction site, documentation, discussions and a site tour were used to access the evidence for this audit. Findings were based against, legislation, company policy, PC requirements and best practice.

An external audit was requested by management to pro-actively identify any potential non-compliances and opportunities for continual improvement. Observations were raised and rated as follows:

| | | |
|--|---|--|
|  Lower Risk / Good Practice |  Medium Risk / Action Required |  Higher Risk / Immediate Action |
|--|---|--|

This audit was based upon discussion, observation and sampling of documentation, in the time available, and therefore nonconformities may exist which have not been identified.

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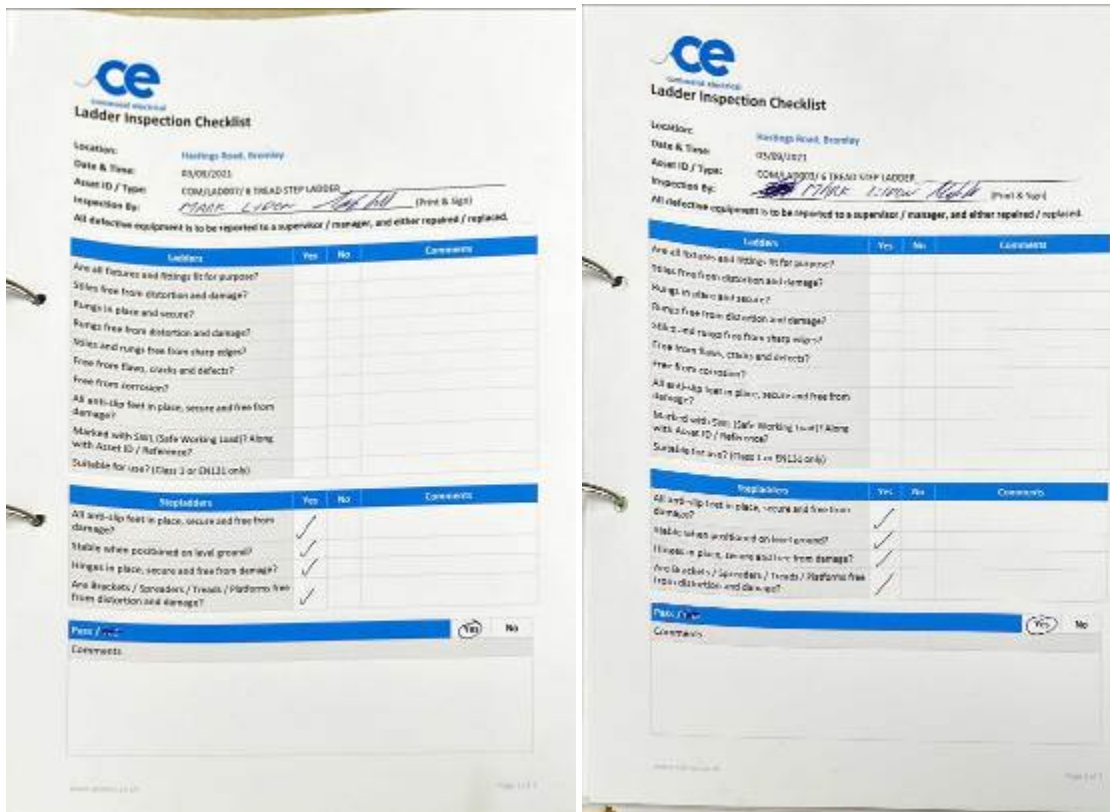
| Observations and Comments |
|---|
| Activities and People |
| The scope of works were to install a completely new system to a new build, this was to include the players' lounge, the academy classroom, the players area and the offices. |
| There were five electricians on site today. Works being conducted were the running of wiring in the podium and surrounding corridor areas. |
| Other trades were on site. |
| Work Environment |
| This was a new build commercial site for Bromley Football Club. |
| The site had multiple trades on site working, this was managed by the PC. |
| From my tour of the areas where Command were working the work areas were seen to be tidy with easy access to the emergency exits, materials were seen to be stored neatly, there were a couple of trip hazards however this was work in progress and only affected those conducting the works who would know it was there and to take additional care. Housekeeping was of a good standard. |
| Access to the site, there was a large car park adjacent to the site entrance, although unmanned a site register was at the entrance, Mark requested that I sign in. |
| Equipment and Substances |
| Step ladders are used to gain low level heights. These are inspected pre use and more formally which is documented. Sampled |
| Electrical equipment is PAT, the RAMS indicate three monthly testing with the last test being conducted on 05/11/2021. |
| COSHH, Mark informed me that no hazardous substances are to be used on this project, however there was one assessment in the site file, this was for silicon sealant and was dated for review Sept 2022. |
| A COSHH cabinet had been provided by the PC with the key for this held in the site office. |
| Most of the tools are hand tools and a couple of battery powered drills. This equipment is stored in the van. An equipment maintenance register is completed on a six-monthly basis, the last register had been completed on 02/09/2021 with the inspections being conducted by Will Bradley. |
| Documentation and Information |
| RAMS A site-specific set of RAMS had been written for this project. Mark informed me that the project is likely to be extended due to many add on's throughout. The risk assessment section had covered the expected hazards for the project from Commands perspective. The RAMS had been given to the PC although there were no acceptance documents to indicate their acceptance. |

| Observations and Comments |
|--|
| <p>SSOW There were a number of safe systems of work filed, sampled was Electrical Installation as this was the most relevant with the highest risk in use on this project. The document had been authorised by Mark Lydon and was dated 03/09/2021.</p> |
| <p>Insurance Provided by Brownhill Insurance Group, expiry 02/10/2022.</p> |
| <p>Policy This was available on Admac’s Gateway, the policy was on version 8 and dated for review during September 2022. The policy had been signed by Mark Lydon indicating top level management commitment to health and safety.</p> |
| <p>Training and Supervision</p> |
| <p>Mark Jones Emergency first aid – expiry 14/08/2022. Manual handling – dated 28/11/2021 Working at height – dated 28/11/2021 Fire Warden – dated 28/11/2021</p> |
| <p>Mark Lydon Asbestos Awareness – dated 08/06-2021</p> |
| <p>Mark Notaro Asbestos Awareness – dated 05/06/2021</p> |
| <p>Wil Bradley Asbestos Awareness – dated 05/06/2021 Manual Handling – dated 29/11/2021 PASMA – Expiry 03/11/2026 IPAF – expiry 31/10/2025</p> |
| <p>Robin Betts Asbestos Awareness – dated 08/06/2021</p> |
| <p>Toolbox Talks The PC had given the last TBT, the subject was Silica Dust, the date given was It is suggested that a toolbox talk be given on the safe use of stepladders following on from what was witnessed on site (see pictures).</p> |
| <p>Emergency Preparedness</p> |
| <p>Fire Coldrum Homes (PC) provide all fire safety related procedures and facilities. Command contractors are informed of these arrangement’s art the site induction.</p> |
| <p>First Aid Coldrum Homes (PC) provide all first aid related procedures and facilities. Kits held in the site office and eye wash station outside office on wall. Command contractors are informed of these arrangement’s art the site induction.</p> |

Recommended Actions

| Task | Responsibility | Timescale | Completion |
|---|----------------|-----------|------------|
| Conduct a toolbox talk on the safe use of step ladders. | Mark Lydon | 2 weeks. | |

Supporting Photographs



Sampled ladder inspections

Supporting Photographs



Emergency first aid kits and eye wash.



Supporting Photographs



Sampled training certification.



Insurance dated Oct 2022.



Front page of RAMS.

Supporting Photographs

| Asset ID | Asset Name | Asset ID | Location | Inspector By | Pass | Fail | Refused Equipment | Last Used |
|----------|--------------------------|----------|----------|--------------|-------------------------------------|--------------------------|--------------------------|-----------|
| CE10011 | Black 240V drill | CE10011 | Brandy | Vill Bradley | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 06/03/22 |
| CE10012 | Black 240V digger | CE10012 | Brandy | Vill Bradley | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 06/03/22 |
| CE10013 | Black 240V generator | CE10013 | Brandy | All Bradley | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 06/03/22 |
| CE10014 | Black 240V generator | CE10014 | Brandy | Vill Bradley | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 06/03/22 |
| CE10015 | Black 240V 3PH generator | CE10015 | Brandy | All Bradley | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 06/03/22 |
| CE10016 | Black 240V 2PH generator | CE10016 | Brandy | Vill Bradley | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 06/03/22 |
| CE10017 | Black 240V generator | CE10017 | Brandy | All Bradley | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 06/03/22 |
| CE10018 | Black 240V generator | CE10018 | Brandy | All Bradley | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 06/03/22 |

Equipment register.

PORTABLE APPLIANCE TEST RECORD

Customer Name: **COMMAND ELECTRICAL** Ref: **CE111021**
 Company Name: **CE** Name: **ALL BRADLEY**
 Refurbishment: **SEA DEFENSIVE UNIT** Job No: **CE111021**

| Circuit | Description | PAT | | Inspection | | | | | | | | Correct | Pass | Fail | | |
|---------|-----------------|-------------------------------------|-------------------------------------|------------|-----|-----|-----|-----|-----|-----|-----|---------|------|------|-----|---|
| | | 1 | 2 | Ins | Rep | Flt | Rep | Flt | Rep | Flt | Rep | | | | Flt | |
| 1 | 1000W 230V 50Hz | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 2 | 1000W 230V 50Hz | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 3 | 1000W 230V 50Hz | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 4 | 1000W 230V 50Hz | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 5 | 1000W 230V 50Hz | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 6 | 1000W 230V 50Hz | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 7 | 1000W 230V 50Hz | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 8 | 1000W 230V 50Hz | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

Record of PAT.

COSHH Risk Assessment

Activity: **DEMOLITION**

Location: **CE111021**

Inspector: **All Bradley**

Equipment: **SEA DEFENSIVE UNIT**

Activity description: **Demolition of SEA DEFENSIVE UNIT**

Location: **Brandy**

Inspector: **All Bradley**

Date: **06/03/22**

Activity description: **Demolition of SEA DEFENSIVE UNIT**

Location: **Brandy**

Inspector: **All Bradley**

Date: **06/03/22**

Activity description: **Demolition of SEA DEFENSIVE UNIT**

Location: **Brandy**

Inspector: **All Bradley**

Date: **06/03/22**

Sampled COSHH assessment.

COSHH Risk Assessment

Activity: **DEMOLITION**

Location: **CE111021**

Inspector: **All Bradley**

Equipment: **SEA DEFENSIVE UNIT**

Activity description: **Demolition of SEA DEFENSIVE UNIT**

Location: **Brandy**

Inspector: **All Bradley**

Date: **06/03/22**

Activity description: **Demolition of SEA DEFENSIVE UNIT**

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Date: **06/03/22**

Activity description: **Demolition of SEA DEFENSIVE UNIT**

Location: **Brandy**

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Date: **06/03/22**

Supporting Photographs



Sampled safe system of work.