Suir Engineering Safety Statement 2024

Revision: 11
Date: January 2024

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1.0 Introduction

At Suir Engineering the Health, Safety and well-being of all our people and those that are affected by our operations, including clients, other contractors, visitors and the general public is of paramount importance.

Safety is one of four Core Values at Suir Engineering and has also been identified as one of our Critical Success Factors as part of the Suir Way.

This Safety Statement serves as a comprehensive guide outlining Suir Engineering's policies, procedures and responsibilities that contribute to our collective effort in identifying hazards and risk reduction thus maintaining a safe and healthy workplace.
We encourage all employees to actively participate in and contribute to the success of our safety initiatives

1.1 Scope

This document covers all aspects of Suir Engineering's operations.

1.2 Document Control

The company Safety Statement will be reviewed annually, at a minimum, during the month of January. This allows for the full analysis of the previous year's safety performance and time to identify, any changes/improvements required to the Safety Statement.

The Company Safety Statement can be reviewed and amended during the year, following justified reason to do so, such as a change in legislation, gap identified in the Safety Statement post incident, change request made to the Group EHS Manager and approved etc.

All changes will be tracked through the Suir Engineering Change Management Process.

The company Safety Statement can be found on the company Integrated Management System.

1.3 Integrated Management System - Overview

This Safety Statement has been developed in response to the requirement of the Safety Health & Welfare at Work Act 2005, associated Regulations and Codes of Practice and industry best practice.
It is supported by the company's Integrated Management System (IMS) which is accredited to ISO 45001:2018, ISO 9001:2015 and ISO 14001:2015.

All supporting documentation can be found in the IMS which is held on SharePoint.

2.0 Suir Engineering Environmental Health & Safety Management

2.1 Suir Engineering Health & Safety Policy

Suir Engineering Health & Safety Policy

Suir Engineering is fully committed to the prevention of injury and workplace illness, and we strive for zero harm. Our objective is to provide a safe and healthy working environment for all our employees, subcontractors and stakeholders. This goes beyond the minimum standard of complying with legislation and includes complying with other EHS requirements to which we subscribe. Health and Safety will not be compromised for other objectives in line with our 'Critical Success Factor 1'.

Our Policy is:

- ✓ To require all employees to demonstrate leadership and commitment to this policy in line with The Suir Way.
- ✓ To require every employee to take personal responsibility by being accountable for their own behaviour.
- ✓ To determine our company compliance requirements.
- ✓ To ensure all our activities are carried out in compliance with current health and safety legal, regulatory, and other compliance requirements.
- ✓ To provide every employee with adequate information, instruction, training, and supervision to ensure that they have the necessary competence to make a responsible and informed contribution to the health and safety of themselves and others.
- ✓ To work with key partners, subcontractors and suppliers to help them implement this policy on our projects and to support our health & safety aims and objectives.
- ✓ To comprehensively investigate any safety incidents and identify the root causes and communicate them.
- ✓ To continually improve our performance and culture through development of our systems, procedures and programmes.
- ✓ For the Senior Management Team to establish and review annual EHS objectives and targets for Suir Engineering.
- ✓ To provide opportunities for effective consultation and participation.
- ✓ To ensure our construction activities are risk assessed by applying the 'General Principles of Prevention' to our construction activities.
- ✓ To apply a systematic and measurable approach to monitoring our performance, through the use of leading and lagging indicators and independent audits.
- ✓ To provide welfare facilities and an occupational health programme consistent with industry good practice.
- ✓ To ensure we are consistent with the principles specified in ISO 45001 on Health & Management systems.

Suir Engineering's Senior Management Team, led by Suir Engineering's Chief Executive Officer, is responsible for this Policy. The Director responsible for Environmental, Health & Safety, Quality and Continuous Improvement has particular responsibility for the oversight of this policy. The Senior Management Team are responsible for implementing this Policy, bringing it to the attention of all employees and key partners, subcontractors, and suppliers and for the maintenance of associated documentation and programmes. The policy will be available on the company's Integrated Management System (IMS), company website and posted in offices and sites.

This policy will be regularly monitored and reviewed annually.

John Kelly
Chief Executive Officer Suir Engineering

11th Jan 2024.
Date

IMSCP-EHS-01 Revision 5
Date: 02/01/2024

2.2 Suir Engineering Environmental & Sustainability Policy

Suir Engineering Environmental & Sustainability Policy

Suir Engineering aims to be a socially, sustainably, and environmentally responsible company. We provide technical solutions for businesses and our activities contribute to a sustainable society. These activities have an impact on the environment, on people, the communities in which we operate, our customers supply chain and broader society. Working with all our stakeholders, we strive for continual improvement and the prevention of pollution whilst balancing short-term and long-term interests as well as integrating economic, environmental, sustainable, and social considerations into our decision making. This goes beyond the minimum standard of complying with legislation and those requirements, relevant to our environmental aspects, to which we subscribe.

Our Policy is:

- ✓ To require all employees to demonstrate leadership and commitment to this policy.
- ✓ To determine our company compliance requirements.
- ✓ To ensure all our activities are carried out in compliance with current environmental legal, regulatory, and other compliance requirements.
- ✓ To require every employee to take personal responsibility by being accountable for their own behaviour.
- ✓ To provide every employee with adequate information, instruction, training, and supervision to ensure that they have the necessary competence to undertake their activities in a responsible and environmentally aware manner.
- ✓ To work with key partners, subcontractors, and suppliers to promote good environmental practice and help them support our sustainability aims and objectives.
- ✓ To prevent pollution and protect the natural environment form harm and damage as a result of our activities.
- ✓ To improve our waste management practices.
- ✓ For the Senior Management Team to establish and review our Environmental objectives and targets for Suir Engineering's activities, products, and services.
- ✓ To understand, manage and reduce our carbon footprint.
- ✓ To provide and encourage technical solutions which promote sustainability in our Business.
- ✓ To ensure that our activities cause the minimum of disruption or nuisance to our neighbours and their communities and, where practical, make a positive contribution to those communities. We will offer our employees the chance to be involved in community activities.
- ✓ To apply a systematic and measurable approach to monitoring our performance.
- ✓ To identify and correct environmental non-conformities with practical corrective and preventive actions.
- ✓ To continually improve our culture and performance through development of our systems, procedures, and programmes.
- ✓ To ensure we are consistent with the principles specified in ISO 14001 on Environmental Management systems.

Suir Engineering's Senior Management Team, led by Suir Engineering's Chief Executive Officer, is responsible for this Policy. The Director responsible for Environmental, Health & Safety, Quality and Continuous Improvement has particular responsibility for the oversight of this policy. The Senior Management Team are responsible for implementing this Policy, bringing it to the attention of all employees and key partners, subcontractors, and suppliers and for the maintenance of associated documentation and programmes. The policy will be available on the company's Integrated Management System (IMS), company website and posted in offices and sites.

This policy will be regularly monitored and reviewed annually.

John Kelly
Chief Executive Officer Suir Engineering

11th Jan 2024.
Date

IMSCP-EHS-02 Revision 5
Date: 02/01/2024

2.3 Suir Engineering Quality Policy

Suir Engineering Quality Policy

Suir Engineering is fully committed to the principles and practice of excellence and will conform to the requirements of the ISO 9001:2015 Quality Management System Standard. Our overall objective is to consistently provide customer value and satisfaction in our service through leadership, continual improvement, employee development, recognition, and social responsibility. Our quality management system provides a framework for measuring and improving our overall business performance, supporting our company strategy and business plan, facilitates continual improvement and ensures the fulfilment of our customers' requirements and other applicable requirements.

Our Policy is:

- ✓ To take time to understand our customers' needs, to ensure their needs are satisfied and to keep our promises.
- ✓ To require all employees to demonstrate leadership and commitment to this policy and the aims and objectives set out from time to time by the Group.
- ✓ To require every employee to take personal responsibility by being accountable for their own behaviour and the quality of their work.
- ✓ To provide every employee with adequate information, instruction, training, equipment, and supervision to enable them to make a responsible and informed contribution to the business through the efficient and effective performance of work activities.
- ✓ To understand and manage the risks to the quality of our business offering.
- ✓ To work with key partners, subcontractors, and suppliers to help them implement this policy on our projects and to support our business quality aims and objectives.
- ✓ To openly admit, discuss and learn from our mistakes and failures.
- ✓ To continually improve our performance and culture through development of our systems, procedures, and programmes.
- ✓ For the Senior Management Team to establish and review annual business quality objectives and targets for Suir Engineering's activities, and services.
- ✓ To apply a systematic and measurable approach to monitoring our performance
- ✓ To ensure we are consistent with the principles specified in ISO 9001 on Quality Management systems.

Suir Engineering's Senior Management Team, led by Suir Engineering's Chief Executive Officer, is responsible for this Policy. The Director responsible for Environmental, Health & Safety, Quality and Continuous Improvement has particular responsibility for the oversight of this policy. The Senior Management Team are responsible for implementing this Policy, bringing it to the attention of all employees and key partners, subcontractors, and suppliers and for the maintenance of associated documentation and programmes. The policy will be available on the company's Integrated Management System (IMS), company website and posted in offices and sites.

This policy will be regularly monitored and reviewed annually.

John Kelly
Chief Executive Officer Suir Engineering

11th Jan 2024.
Date

IMSCP-Q-01 Revision 5
Date: 02/01/2024

2.4 Suir Engineering ISO 45001:2018 Certification

AMTIVO

CERTIFICATE OF REGISTRATION

The management system of certificate number **530170**

Suir Engineering Ltd

Unit 9A Cleaboy Business Park, Old Kilmeadan Road, Waterford,

has been assessed and certified as meeting the requirements of:

ISO 45001:2018

Electrical, Mechanical, Instrumentation, Design, Installation and Management of Associated Civil Projects servicing the Irish and European markets

Further clarifications regarding the scope of this certificate and the applicability of requirements may be obtained by consulting the certifier.

Valid from:
Initial certification: 23 May 2018
Latest issue: 27 August 2024
Expiry date: 12 June 2027
Recertification before: 12 June 2027
Subject to annual assessments.

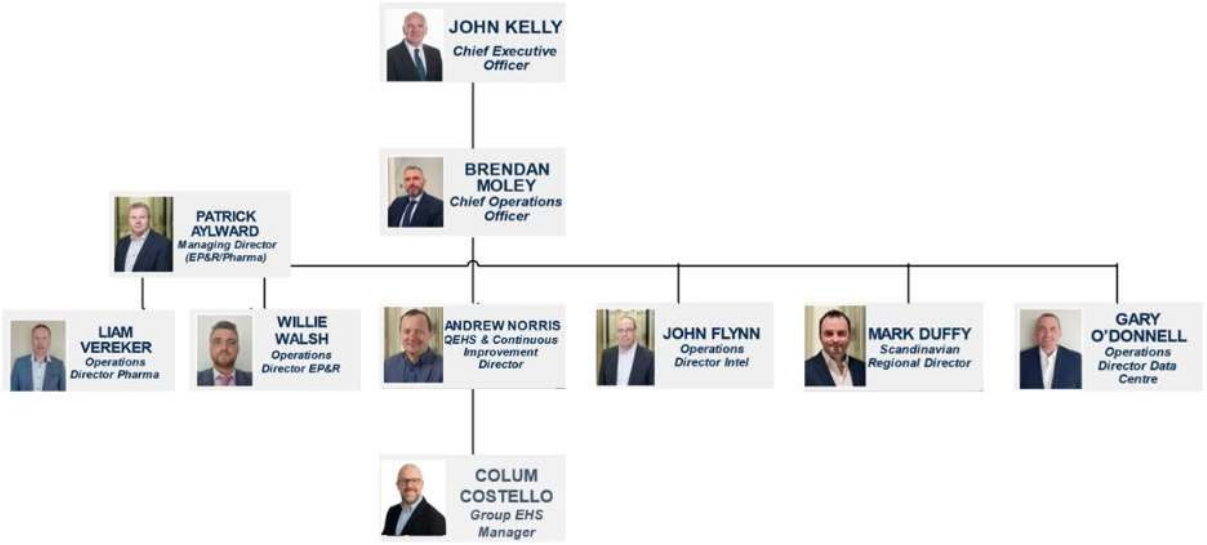
Authorised by

Mike Tims
Chief Executive Officer

amtivo.ie

Certificate issued by Amtivo (Ireland) Limited
Certification is conditional on maintaining the required performance standards throughout the certified period of registration.
Amtivo (Ireland) Limited, Block 20A, Beckett Way, Parkwest Business Park, Dublin 12, D12 P8R2.

2.5 Safety Leadership Team - SLT



The Safety Leadership Team (SLT) in Suir Engineering is responsible for strategic planning and guidance with respect to Health & Safety as well as promoting and ensuring safety practices and protocols are identified and effectively implemented.

The Suir Engineering SLT members are:

- Chief Executive Officer
- Chief Operations Officer
- Managing Director (EP&R/Pharma)
- Director responsible for QEHS & Continuous Improvement
- Operations Directors
- Group EHS Manager (Chair)

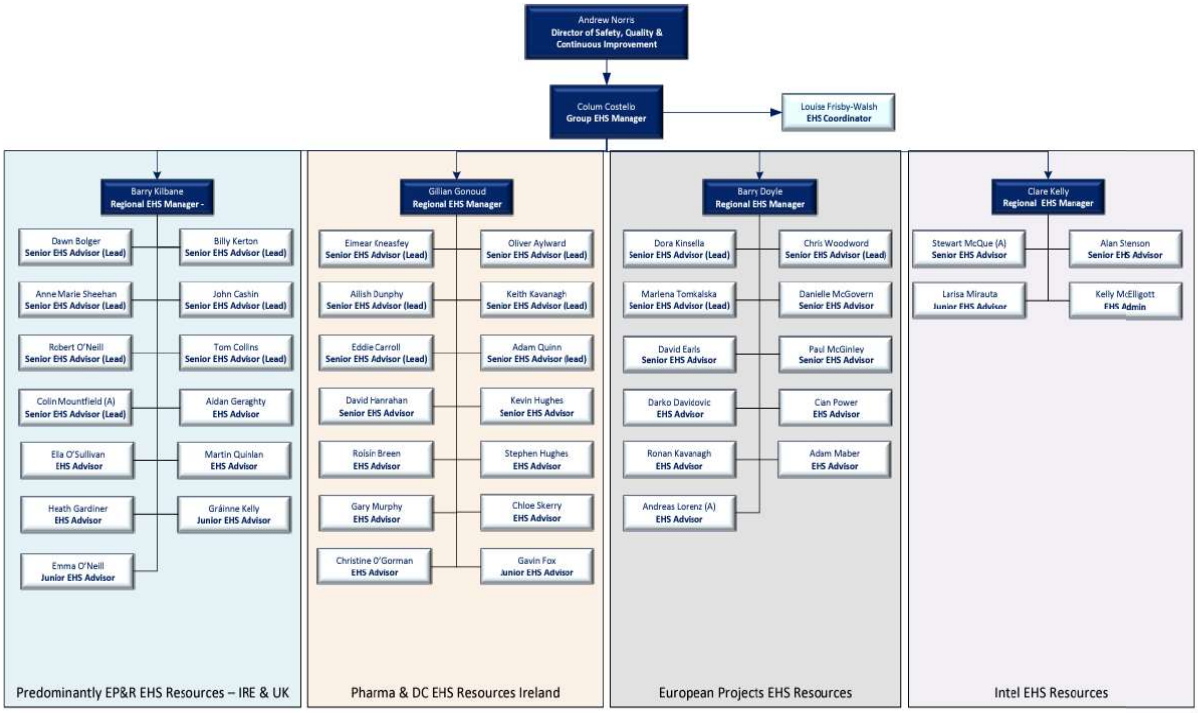
The Suir Engineering SLT forum will:

- Identify, implement, and monitor leading indicators for the company.
- Review all lagging indicators, trends emerging, and data gathered.
- Develop and implement safety policies and procedures.
- Conduct regular GEMBA audits and inspections to identify potential hazards and risks.
- Promote a safety culture by encouraging employee involvement and engagement in safety initiatives.
- Communicate all matters relating to H&S down through the business via the Suir Way tiered management system.
- Continuously review and update safety programs to reflect best practices and emerging risks.

2.6 EHS Department Structure

The Company Environmental, Health and Safety Department consists of 49 dedicated EHS Employees (01/24) and is structured as per below:

- 1 x Director
- 1 x Group EHS Manager
- 1 x EHS Coordinator
- 4 x Regional EHS Managers
- 23 x Senior EHS Advisors
- 15 x EHS Advisors
- 4 x Junior & Graduate level



Colum Costello	**Group EHS Manager**
Mobile	**087 385 6022**
Office	**051 359500**
E-mail	ccostello@suireng.ie

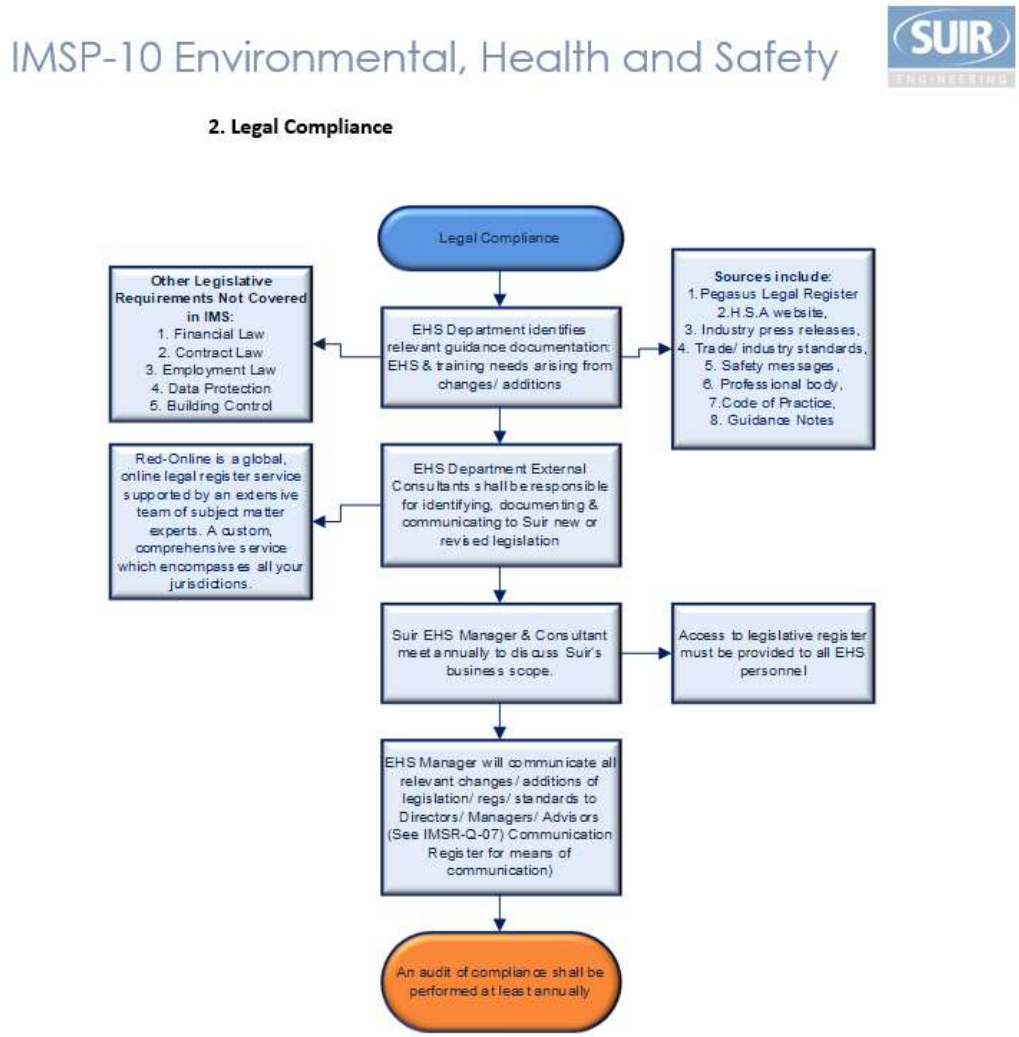
The company EHS Department has the power to stop work conducted in an unsafe manner or stop work which may pose a risk of injury to Suir Engineering employees or others.

2.7 Register of Legislation

Description
Safety, Health and Welfare at Work Act 2005
Safety, Health and Welfare at Work (General Application) Regulations 2007
Safety, Health and Welfare at Work (Construction) Regulations 2013
Dangerous Substances Act 1972
All other applicable Regulations
All applicable Codes of Practice
All applicable technical and guidance notes

Suir Engineering use the services of Red Online to provide legal registers and legislative changes including updates.

See IMSP—10 Environmental, Health & Safety Procedure (No.2 Legal Compliance Flowchart)



3.0 Roles & Responsibilities

3.1 Specific Responsibilities of the Directors

The CEO, COO and Operations Directors have ultimate and overall responsibility, for ensuring, in so far as reasonably practicable, the Safety, Health, and Welfare of employees, and others who may be affected by Suir Engineering's operations.

- The CEO has overall responsibility for Safety, Health & Welfare within Suir Engineering.
- Directors will ensure that all necessary resources are available to ensure compliance with Suir Engineering's obligations under the Safety, Health and Welfare at Work Act, 2005, the Health & Safety Policy and all including all policies and procedures in the Integrated Management System.
- All Directors shall demonstrate ongoing commitment to Health & Safety through leading by example and commitment to the Suir SAFE Behavioural Based Safety Program.
- The Operations Directors are responsible for ensuring that each of their sites are set up and operating safely in accordance with this Safety Statement and the policies and procedures in the Integrated Management System.
- Attend and participate in the monthly Safety Leadership Team (SLT) meeting. Directors shall provide strategic guidance on EHS Performance.
- Review and approve the Health & Safety, Environmental & Quality Policies annually.
- Review and approve all new HRA & High-level Procedures which have been developed as a standard to safely deliver on the topic in which they were developed for prior to implementation.
- Drive positive and effective communication down through the business on all EHS matters via the Suir Way.
- Participate in the review of all incidents via the SLT and agree mitigation to prevent reoccurrence.
- Lead by example when on site by supporting the construction teams on all matters relating to EHS.
- Support the training and upskilling required to achieve the desired safety performance outcomes of individuals.

3.2 Specific Responsibilities of the Group EHS Manager

- The Group EHS Manager shall be responsible for overseeing the Safety Management Documents within the Integrated Management System (IMS)
- Drive a positive Safety Culture and provide leadership on all matters relating to Environmental, Safety, Health & Welfare.
- Provide advice, guidance, and instruction in all Environmental, Health & Safety matters to the Directors, Management, Construction Teams, Regional EHS Managers, EHS Team, Safety Representatives and Employees, including Subcontractors and Agency staff where appropriate.

- Prepare and chair the various EHS Forums including the monthly SLT & EHS Team T3 Meeting.
- Ensure project progress is tracked and performing regarding EHS i.e. Resourcing, EHS Kick Off Meeting, Set-up through to completion.
- Inform the Directors via the SLT of any changes in Health & Safety legislation and update the Company Safety Policy, Company Safety Statement and Health & Safety Management System as necessary.
- To ensure that the company fulfils all statutory requirements.
- To ensure that appropriate safety education and training are coordinated and carried out using both in-house and external resources.
- To undertake regular and appropriate review and auditing of the company's safety procedures and methods of operation, to ensure that they are kept up to date.
- To ensure that adequate, PPE and fire protection and prevention measures are provided and updated as technology evolves.
- Inform relevant bodies of any accidents and dangerous occurrences.
- The EHS Manager shall investigate all accidents and dangerous occurrences and shall ensure that notifications are properly completed. Causes of accidents shall be determined as far as is reasonably practicable and where appropriate, remedial action shall be specified.
- Act as chairperson for the safety meetings to include preparation of agendas, and ensuring minutes and records are kept of such meetings.
- Carry out on going training for Suir Engineering Ltd. employees.

3.3 Specific Responsibilities of Regional EHS Managers

- Conduct an EHS Kick off meeting for each project in your portfolio.
- Ensure each project is adequately set up from an EHS perspective.
- Ensure each project is adequate resources with regard to EHS Advisor cover.
- Attend T2 & T3 meeting to ensure projects are performing from an EHS perspective.
- Drive a positive Safety Culture by ensuring projects engage with the Suir Safe program and are identifying and recognising project milestones.
- Ensure a schedule of monitoring is in place via site visits and auditing to ensure EHS polices, and procedures are effectively implemented as per risk.
- Ensure Management Plans are sufficiently detailed to cover the construction stage of a project.
- Support the site teams in all matters relating to EHS.
- Ensure incidents and near misses are reported and adequately investigated including ICAM for more serious incidents.

3.4 Specific Responsibilities of Project Directors & Project Managers

- Ensure adequate resources are provided to effectively manage all Environmental, Health, Safety and Welfare requirements during each phase of the project from inception to handover.
- Ensure that the appropriate management plans are developed, implemented and monitored to safeguard the Health & Safety of all at work in line with company procedures.
- The provisions of the Company Safety Policy and the Health & Safety Management System including all policies and procedures are executed from project inception to completion on site and are reviewed on a regular basis.
- Provide leadership and guidance to all supervision on your project.
- Drive a positive Safety Culture and provide leadership on all matters relating to Environmental, Safety, Health & Welfare.
- Attend and participate in the EHS Kick Off Meeting prior to the construction phase of the project.
- Ensure safe systems of work are established and approved through the risk assessment and development of method statements process for all construction activities.
- Ensure all personal are appropriately trained and competent to perform the task which they are being instructed to commence.
- Ensure all plant and machinery are inspected and maintained in accordance with company policy and statutory requirements.
- Only personnel over 18 years of age can hold Construction Skills Certification Scheme (CSCS) cards and can operate plant and machinery.
- All Subcontractors are prequalified and have agreed to and signed up to the IMSF-EHSO-10 Suir Engineering EHS Minimum Requirements .
- All Agency personnel are managed appropriately.
- Where the Company are appointed Project Supervisor for the Construction Stage (PSCS), to assist in the development of the Safety & Health Plan for the contract and ensure it is implemented and reviewed at regular intervals throughout the duration of the project.
- That any directions of the Project Supervisor for the Design Process (PSDP) will be taken into account, in compliance with current Construction Regulations.

3.5 Specific Responsibilities of Construction Managers

- Ensure that the company's Safety Health & Welfare Policy is implemented, and relevant regulations complied with on all projects under his control.
- Demonstrate a personal interest in Safety Health & Welfare at Work.
- Carry out periodic inspections of the work area.

- Inform the supervisory staff of their responsibilities under this safety statement and ensuring they understand and apply them to all aspects of their work.
- Accompany the EHS Advisors on periodic inspections.
- Inform EHS Advisors whenever new or additional work is to be undertaken so that the hazards can be assessed and controlled.

3.6 Specific Responsibilities of Site Supervisors

- Managers, Foremen and Supervisors are responsible either directly or by formal delegation, for: the safe operation as far as reasonably practicable of their areas of responsibility.
- The monitoring of safety performance in their area.
- Developing, implementing, and maintaining safe systems of work.
- Dealing with, as a matter of high priority, hazards brought to their attention or delegating to the person responsible for action.
- Ensuring that personnel for whom they are responsible are trained in in the company's safe operating procedures.
- Ensuring that personnel for whom they are responsible carry out their duties in a safe manner.
- The preparation without delay of detailed accurate reports on accidents and incidents.
- Taking necessary action to ensure that the above responsibilities are fully met & complied with.
- Securing the safety of contractors, temporary staff, or visitors whilst they are in their area of control and responsibility.
- Understand and implement the company's safety policies and procedures.
- Ensure that all visitors and contractors to the site are made aware of the hazards and follow the rules in relation to Safety Health & Welfare at Work.
- Organize the work area to minimize risk, identify hazards and assess risks throughout the course of the project.
- Ensure housekeeping on site is maintained to a high level.
- Check that all plant and equipment in use is operable and free from defects.
- Maintain records and documentation of such checks and inspections.
- Ensure that all employees are issued with and wear appropriate PPE.

3.7 Specific Responsibilities of Site Foreman / Chargehands

- Understand and implement company safety policies and procedures.
- Ensure that all visitors and contractors to the site are made aware of the hazards and follow the rules in relation to Safety Health & Welfare.
- Organize their work area so as to minimize risk.

- Identify hazards and assess risks throughout the course of the project.
- Ensure housekeeping on site is maintained to a high level.
- Check that all plant and equipment in use is operable and free from defects.
- Maintain records and documentation of such checks and inspections.
- Ensure that all employees are issued with and wear appropriate PPE.
- Control company PPE register on site.
- The site foreman retains ultimate responsibility on site for Health Safety and Welfare.

3.8 Specific Responsibilities of the Site EHS Advisors

- Manage all matters relating to EHS at a site level.
- Liaise with the Regional EHS Manager, ensure that the site is set up adequately as per the EHS Kick Off Meeting.
- Develop a comprehensive induction for the project and ensure that all working on the Suir scope are inducted.
- Ensure the project is set up correctly with effective development and implementation of Construction EHS Plans.
- Attend T3 & T4 meeting daily to ensure that EHS is at the forefront of works.
- Ensure the effective roll out of company policies and procedures from the IMS.
- Adequately Risk Assess the project to ensure hazards are identified and suitable control measures are in place to mitigate risk via the RAMS & SPA processes.
- Ensure the flow of information and communication is effective through meetings, memo's and toolbox talks.
- Ensure Flex is being used effectively on the project and that all data is being uploaded into the system in line with specified timeframes.
- Ensure that a process for SOR reporting is rolled out, assessed, reported on and actions implemented in a timely fashion.
- Ensure that any incidents or near misses are reported on in line with the Incident Notification Protocol – IMS-EHSO-29.
- Ensure that when incidents do happen, they are investigated with root causes and corrective actions identified, implemented, and uploaded to Flex.
- Ensure all Plant and Equipment is managed, tracked and are being inspected in line with regulatory requirements.
- Ensure all subcontractors on the project are prequalified on Flex and are being managed safely while on site.

- Responsible for ensuring everyone is adequately trained for the activities been undertaken i.e. SOP Training, CSCS etc.
- Assist the construction team with the issuing and requesting of permits as required.
- Develop and coordinate the RAMS Register including liaise with supervisors on the development of RAMS, submittal for approval and actioning and comments.
- Become a Subject Matter Expert (SME) in all Suir's High Risk Activities (HRA's) and ensure that they are identified and effectively controlled on site.
- SPA's are being conducted by the trades for all works, monitors and feedback given when standards drop
- Become familiar with and promote the 'Suir Way' and its interfaces with Health & Safety.
- Ensure a schedule of Flex audits are being conducted on your project and any corrective actions are being closed out in a timely fashion.
- In addition to auditing ensure sufficient sites walks and inspections are conducted on a daily basis.

3.9 Specific Responsibilities of Safety Representatives

- On each of the company's projects a provision will be made for the election of a Safety Representative. The election of this person will be facilitated during the project by Supervision. Should the general workforce opt not to nominate a safety representative the consultation mechanism through toolbox talk's discussion etc. will not be affected.
- The duties of the Safety Representative are laid down in section 25 of the Safety Health & Welfare at Work Act 2005.
- The Safety Representative will:
  a. Conduct a regular audit of the workplace.
  b. Bring to the attention of management any issues relating to H&S.
  c. Assist with the investigation of any incidents which happen in the workplace.
  d. Investigate any complaints made in the workplace in relation to H&S.
  e. Accompany a HSA inspector when an inspection of the workplace is taking place.
  f. Consult with workers and management on all matters relating to H&S.

3.10 Specific Responsibilities of Estimators & Quantity Surveyors

- Will be familiar with the Suir Engineering Safety Statement and Integrated Management System.
- Will provide a copy of the Suir Engineering Safety Statement and IMSF-EHSO-10 Suir Engineering EHS Minimum Requirements to all supply chain contracting companies.
- Ensure sub-contractors are aware of the requirements of IMSF-EHSO-10 Suir Engineering EHS Minimum Requirements and have signed and returned the acknowledgement page.
- Liaise with the EHS Department Managers when engaging subcontractors.

- Ensure that subcontractors are deemed to have sufficient resources and experience to meeting the standards and expectations set out in IMSF-EHSO-10 Suir Engineering EHS Minimum Requirements.

3.11 Specific Responsibilities of All Employees

- Thoroughly review and ensure understanding of the Safety Statement.
- Comply with all EHS policies and procedures that are in place whilst working on site to safeguard your health and safety.
- Complete the Suir Engineering Onboarding Induction and Site-specific Induction and comply with the information provided in these inductions.
- Suir Engineering employees are obliged to co-operate fully with all provisions taken by the company for ensuring the safety, health, and welfare all employees. All employees are expected to immediately report all incidents, accidents, dangerous occurrences, unsafe conditions, and unsafe acts to their immediate supervisor.
- All employees are obliged to adhere to all safe systems of work, wear any personal protective equipment provided and use any safety equipment provided.
- Employees are responsible for reporting damage to equipment and need for repair / replacement of items of personal protective equipment. Reports should be made verbally to the manager or person in charge at the time.
- Any employee who does not adhere to the company safety rules may be subject to disciplinary action. All employees are reminded that employees have specific statutory responsibility under the Safety, Health & Welfare at Work Act 2005. The duties of every employee at work are set out in the legislation.
- Employees (including full or part-time, permanent, or temporary, regardless of any employment or contractual arrangement they may have) also have duties under the Act. They must comply with relevant laws and protect their own safety and health, as well as the safety and health of anyone who may be affected by their acts or omissions at work.
- Ensure that they are not under the influence of any intoxicant to the extent that they could be a danger to themselves or others while at work.
- Cooperate with their employer with regard to Safety, Health and Welfare at work.
- Not engage in any improper conduct that could endanger their safety or health or that of anyone else.
- Participate in safety and health training offered by their employer and put into practice the training received.
- Do not commence any activity or operate any equipment unless you are trained and competent to use the equipment or proceed with the activity.
- Make proper use of all machinery, tools, substances, etc. and of all personal protective equipment provided for use at work.

- Do not engage in horse play on sites.
- Intervene if you see an unsafe act with the intention of correcting the unsafe act.

3.12 Visitors / Contractors

- Suir Engineering recognize our legal responsibilities to protect the Safety Health & Welfare of contractors and visitors. Persons on the premises of Suir Engineering Ltd. or entering any Suir Engineering Ltd. sites are bound by the following rules:
- They are obliged to observe the company's safety rules and any instructions given by company personnel who enforce the company's Safety Policy.
- They are obliged to adhere to the company's Fire Evacuation Procedure.
- Contractors will not be allowed to commence work on the premises until the contractor's safety policy, insurances, safe systems of work and relevant safety rules are submitted to the company EHS Advisor.
- No work of a physical nature is to be undertaken by contractors without firstly obtaining clearance to operate from the company EHS Advisor.
- Contractors will not be allowed to work on the premises unless covered by adequate insurance against risk. All contractors' insurance policies will be examined to ensure that they conform to Suir Engineering Ltd. requirements. Contractors will forward all relevant information to the company's EHS Advisor.
- Contractors may not enter areas where they are not authorized to work.
- Contractors will also in good time submit method statements, Safe Pass, CSCS details and insurance information for the work that they are to undertake in addition to information regarding materials to be used on site.
- Each contractor will report to the company EHS Advisor or Site Supervisor prior to commencement of work for a site induction. Once on site, each contractor will be under the control of the Suir Engineering Ltd. Site Foreman and answerable to the company EHS Advisor regarding safety issues.
- No contractors will be allowed on site unless in the possession of appropriate suitable and operational PPE.
- Contractor's relevant safety information for specific sites can be found in the on-site safety plan.

3.13 Specific Responsibilities of Sub-Contractors & Self-Employed Persons

- Sub-contracting companies are themselves employers and must comply with all relevant H&S legislation, regulations, and Codes of Practice.
- In addition to the above sub-contracting companies must comply with the requirements set out in IMSF-EHSO-10 Suir Engineering EHS Minimum Requirements whilst working on a Suir Engineering site.
- Confirmation of acceptance to comply with IMSF-EHSO-10 Suir Engineering EHS Minimum Requirements is required before mobilisation on a Suir Engineering site and will be held on the sub-contracting companies Flex profile.

3.14 Specific Responsibilities of Safety Representatives

Suir Engineering recognises and understands its responsibilities under the Safety, Health and Welfare at Work Act 2005 and notes specifically Section 80 which refers to *'Liabilities of Directors and Officers of Undertakings'* .

4.0 Policies

4.1 Dignity & Respect at Work

Suir Engineering is committed to providing a working environment free from bullying, harassment and sexual harassment and ensuring that all staff are treated and treat others with dignity and respect. References to bullying in this policy shall include cyberbullying.

Complaints by employees will be treated with fairness and sensitivity and in as confidential a manner as possible. Employees who make a complaint in good faith or who participate in any investigation process etc. will not be victimised.

Further information can be found in IMSCP-HR-09 Dignity and Respect at Work Policy.

4.2 Diversity & Inclusion Policy

Suir Engineering believes that embracing equality and diversity in the workplace benefits not just the organisation but also our individual employees, contractors, and our clients. We want to promote a culture where all our employees bring their own background, work style, distinct capabilities, experience, and characteristics to their work. We recognise that our talented and diverse workforce reflects the diversity of our customers and markets, and we want to utilise the widest range of skills, knowledge and experience in our business while complying with legislation.

We recognise that a "one-size-fits-all" approach to managing people does not achieve fairness and equality of opportunity for everyone. As well as treating people with dignity and respect, Suir Engineering strives to create a supportive environment in which all employees can flourish and reach their full potential, regardless of differences, experience, or education. Harnessing the wide range of perspectives this diversity brings, promotes our value of innovation, and helps make us more creative and competitive.

Further information can be found in IMSCP-HR-12 Diversity and Inclusion Policy.

4.3 Gender Identity & Expression Policy

Suir Engineering is committed to fostering a supportive, fair, and inclusive working environment where everyone feels valued, regardless of their gender identity and/or expression.

Further information can be found in IMSCP-HR-13 Gender Identity & Expression Policy.

4.4 Modern Slavery & Human Trafficking Policy

Suir Engineering is committed to eradicating the potential for Modern Slavery and Human Trafficking.

Further information can be found in IMSCP-HR-18 Modern Slavery & Human Trafficking Policy.

4.5 Misuse of Intoxicants Policy

The Company has a duty of care to ensure, so far as reasonably practicable, for the health, safety and welfare of all our employees and those that we come into contact within the course of our duties. Employees have an individual responsibility to ensure that they are not under the influence of alcohol or drugs, while at work. It is also a legal duty under the Safety, Health, and Welfare at Work Act 2005 not to be under the influence of an intoxicant to the extent that employees endanger themselves or others.

It is considered a serious breach of this policy for an employee to attend work under the influence of an intoxicant. Breach of this policy will result in disciplinary action up to and including dismissal. In order to achieve the objective of this policy the Company does not permit the possessions or use, of any intoxicant on Company property or Client Sites. The Company regards any breach of this rule as an issue of gross misconduct. This rule, however, does not apply to over-the-counter medication.

Further information can be found in IMSCP-HR-33 Misuse of Intoxicants Policy.

4.6 Disciplinary Policy

The purpose of the disciplinary policy and procedure is to set out standards of conduct that are expected of employees and guidance for managers when dealing with disciplinary requirements.

Further information can be found in IMSCP-HR-14 Disciplinary Policy.

4.7 Whistleblowing Policy

Suir Engineering is committed to maintaining an open culture with the highest standards of honesty and accountability where our employees/contractors can report any concerns in confidence.

Further information can be found in IMSCP-HR-21 Whistleblowing Policy.

5.0 High Risk Activities

Suir Engineering has identified 10 High Risk Activities with robust procedures and processes behind them.

All works on site must be covered under a Risk Assessment and Method Statement (RAMS) to establish a Safe System of Work for all personnel on site.

Suir Engineering has developed robust procedures around High Risk Activities which must be complied with during the development of Safe Systems of Work.

These procedures have been developed in line with regulatory requirement, industry best practice and in consultation with industry experts.

They are designed to provide mandatory guidance when planning for High Risk Activities.

All procedures can be found on the IMS, below is a sample of Key procedures relating to High Risk Activities:

a. IMSS-EHS-13 Safe Use of Ladders
b. IMSS-EHS-14 Safe Operation of MEWP
c. IMSS-HRA-02B LV Electrical Safe Working Procedure
d. IMSS-HRA-02A HV Safety Rules
e. IMSS-HRA-03 Mechanical Safe Working Procedure
f. IMSS-HRA-08 Lifting Operations Procedure

6.0 Training

6.1 IMSP-10 Environmental, Health & Safety – Section 7

Suir Engineering recognises the important of training and upskilling our workforce on a continuous basis.

Mandatory training for all personnel on a Suir Engineering Site is:

i. Safe Pass
ii. Manual Handling Certificate.

In addition to the above all training is identified at a site level as part of a training needs analysis.

6.2 New Employee Induction

All new employees must undergo a HR Induction and a Site Specific EHS Induction one they arrive on site.

6.3 Flex – CGA Software

All Suir Engineering employees are set up with a Flex Profile. Flex is a centralised database, and all training certificates must be upload onto an employee profile.

It is the responsibility of the Site EHS team to track and maintain all employee training records on Flex.

7.0 Permit to Work

Suir Engineering Ltd. has in place a robust Permit to Work system.

The primary purpose of a Permit to Work process is to provide a formal written process to control certain types of work which have been identified as high risk or would cause significant injury if something went wrong.

The following work permits are in use on Suir Engineering Sites:

No.	Suir Engineering Permits to Work
1	IMSF-EHSP-01 - Ladder Access Permit
2	IMSF-EHSP-02 - Confined Space Entry Permit
3	IMSF-EHSP-04 - Hot Works Permit
4	IMSF-EHSP-05 - Roof Access Permit
5	IMSF-EHSP-06 - Sub Panel Energisation Permit
6	IMSF-EHSP-07 - General Access Permit
7	IMSF-EHSP-08 - Permit to Work on Energised Electrical Equipment
8	IMSF-EHSP-09 - HV Permit/HV Sanction for Test
9	IMSF-EHSP-11 - HV Cross Boundary Communication Document
10	IMSF-EHSP-13 - Ceiling Access Permit
11	IMSF-EHSP-15 - Permit to Refuel on Site
12	IMSF-EHSP-17 - LV Electrical Permit to Work
13	IMSF-EHSP-18 - LV Request for Energisation
14	IMSF-EHSP-19 - LV Limitation of Access
15	IMSF-EHSP-20 - Abandoned Lock Removal Form
16	IMSF-EHSP-22 - Permit to Work on Public Roads
17	IMSF-EHSP-23 - Excavation Request
18	IMSF-EHSP-24 - Excavation Permit
19	IMSF-EHSP-25 - HV Limitation of Access Permit
20	IMSF-EHSP-29 - Permit or Safety Document Request Form
21	IMSF-EHSP-30 - Authorisation Certificate Template
22	IMSF-EHSP-31 - HV Safety Document Request Form
23	IMSF-EHSP-32 - Permit to Work Under Live OHL

8.0 Integrated Management System – Procedures

As per the requirements set out in the ISO 9001, ISO 14001 & ISO 45001 the following company procedures have been developed and are available on the IMS.

Flowchart No.	Title
1	IMS-001 Integrated Management System Manual
2	IMSP-00 Suir Company Process Map
3	IMSP-01 Context of Organisation
4	IMSP-02 Risk and Opportunity Management
5	IMSP-03 IMS Planning and Objectives
6	IMSP-04 Document Control
7	IMSP-05 Estimating
8	IMSP-06 Purchasing
9	IMSP-07 Contract Control
10	IMSP-08 Human Resources
11	IMSP-09 Engagement and Control of Subcontractors
12	IMSP-10 Environmental, Health & Safety
13	IMSP-11 Information Technology
14	IMSP-12 Communications
15	IMSP-13 Operational Control
16	IMSP-14 Change Management
17	IMSP-15 Performance Monitoring & Measurement
18	IMSP-16 IMS Management Review
19	IMSP-17 Control of Non-Conforming Outputs
20	IMSP-18 Non-Conformance & Corrective Action
21	IMSP-19 Business Development
22	IMSP-20 Customer Feedback
23	IMSP-21 Design
24	IMSP-23 Civil Structural Architectural Procedure
25	IMSP-24 The Suir Way Structure
26	IMSP-25 Governance

9.0 Incident Management

9.1 Key Documents

- IMSL-EHS-17 Incident Classification Protocol
- IMSF-EHSO-29 Incident Notification Protocol
- IMSF-EHSO-30 Incident Response Protocol
- IMSF-EHSR-26 - 12-Hour Notification Report
- IMSF-EHSO-33 Return to Work Assessment Form – Injured Peron
- Flex – Incident Report
- ICAM – Incident Report

9.2 IMSL-EHS-17 Incident Classification Protocol

All incidents and near misses will be classified as per the IMSL-EHS-17 Incident Classification Protocol which provides clear guidance and definitions in all categories.

9.3 IMSF-EHSO-29 Incident Notification Protocol

The Incident Notification Protocol provides clarity around reporting protocols, timeframes and responsibilities for all involved in incident management.

9.4 IMSF-EHSO-30 Incident Response Protocol

The incident response protocol provides a step by step guide when responding to an incident.

9.5 IMSF-EHSR-26 - 12-Hour Notification Report

Following immediate notifications, the site EHS Advisor is responsible for completing a 12-Hour Notification Report which is a statement of fact and should cover the events that are known at the time.

9.6 IMSF-EHSO-33 Return to Work Assessment Form – Injured Person

The Return-to-Work Assessment Form is to be used when a person has sustained an injury that requires assessment from a Medical Practitioner. the document is to be filled out by the medical practitioner on completion of assessment which provides vital medical information in order for Suir Engineering to classify and manage the injury in the workplace.

9.7 Flex – Incident Report

On completion of the above processes the incident investigation should now begin. Flex is the chosen system for incident investigation and provides a structured approach to incident investigation.

All supporting documentation should also be uploaded into Flex including:

1. Signed Witness Statements
2. Good quality photography
3. IMSF-EHSR-26 - 12-Hour Notification Report
4. IMSF-EHSO-33 - Return to Work Assessment Form – Injured Peron (If applicable)
5. All supporting documentation i.e. RAMS, SPA, Permits etc.

Note: Next of Kin and emergency contact details can be found on Flex Profiles.

9.8 ICAM – Incident Report

The ICAM (Incident / Cause / Analysis / Method) Report is used for more serious incidents and is led by the Group or Regional EHS Manager, a decision is made on each incident as to the method of investigation used.

10.0 Emergency Response

Emergency Plans

Each Suir Engineering Site shall develop a site specific Emergency Management Plan, the purpose of the plan is to provide a systematic guidance to follow in the event of any and all possible emergencies relevant to the site.
IMSP-10 Environmental, Health & Safety Procedure – No. 8 Emergency Response has been developed as a process flow to assist in the development of Emergency Management Plans. Also see:

- IMSL-EHS-31 Fire/Explosion
- IMSL-EHS-32 Fall Arrest
- IMSL-EHS-33 Confined Space
- IMSL-EHS-34 Environmental Spill
- IMSL-EHS-35 Hazardous Substance Exposure

10.1 Emergency Response Procedures – Fire

All Suir offices and sites will identify a chief fire marshal to manage and coordinate in the event of a fire, responsibilities are as follows.

- Co-ordinate evacuation plan of all employees and others in the event of an emergency.
- Ensure that all employees are accounted for at designated assembly points.
- Liaison with Local brigade fire officer.
- In the absence of the site supervisor the individual tasked with management responsibility for the facility will deputize as fire marshal. This person will also keep the fire evacuation log and sign off sheet at reception.

Note: Only the fire officer from the local fire services can order a return to the premises following an incident.

Assistant Fire Marshals

- Supervisors in each section will ensure that all persons under their control safely evacuate the premise in the event of a fire or the alarm being raised.
- They are also responsible to ensure that all doors and windows are closed and that electrical appliances are turned off.
- The section supervisors will also communicate any findings following an evacuation to the EHS Manager. Such findings will include:
  - Time taken to evacuate.
  - Problems that arose.
  - Persons who did not comply.
  - Persons who returned to the building.
- In accordance with the provisions of the Fire Services Act 1981 evacuation drills are carried out twice per year.

Fire Safety No Smoking Policy

- Smoking is prohibited in all areas, which are marked with the standard "No Smoking" signs. Employees must adhere to these rules; non-compliance will result in disciplinary action. All Suir offices, canteens, stores etc. are strictly no smoking areas.

Fire Extinguishers

- Certification of maintenance and inspection of fire-fighting equipment are held by Professional Fire Services and are conducted annually.

Fire Points

- Fire Points have been designated and sign posted “Fire Point”. The appropriate class of extinguisher has been located here and should never under any circumstances be moved unless for use in a fire fighting role. On site fire points are located in the site office workshops and canteens. Employees are to take note that nothing is to be stacked anywhere near fire points.

Attacking a Fire

- If you are in a position to attack a fire you should take up a position where access to the fire is unrestricted, but where a quick and safe retreat is possible e.g. on the side of a fire nearest a door or when outside a building windward of the fire. A crouching attitude will help the operator keep clear of smoke and avoid heat and permit a closer approach to the fire. Care should always be taken to ensure that a fire is completely extinguished and not liable to re-ignite or continue smouldering.

General Protection: Water Extinguishers

- With these the person should direct the jet at the base of the flame and keep it moving across the base of the fire. A fire spreading vertically should be attacked at the lowest point and followed up. The person should seek out any hotspots after the main fire is extinguished.

Special Risks: Foam Extinguishers

- Where a liquid on fire is in a container the operator should direct the jet at the far inside edge of the container or at the adjoining vertical surface above the level of the burning liquid. This breaks the jet and allows the foam to build up and flow across the surface of the burning liquid. Where this is not possible the operator should stand well back direct the jet and with a gentle sweeping movement allow the foam to drop down and lie on the surface of the liquid. It can be expected that the jet from a foam extinguisher to have a length of at least 20 feet. The operator should not direct the jet directly into the liquid because this will drive the foam beneath the surface of the liquid and render it ineffective. In addition, it may splash the fire onto the surroundings.

Dry Powder CO2 & Vaporizing Liquid Extinguishers

- On fires involving either liquid in containers or spilled liquids direct the jet or discharge horn towards the near edge of the fire and with a rapid sweeping movement drive the fire towards the far edge until all the flames are extinguished on fires involving liquids you should direct the jet or the horn at the base of the flames and sweep upwards. On fires in electrical equipment the first requirement is to turn off the current. Then you should direct the jet or the horn straight at the fire. Where the equipment is enclosed direct the jet or horn into any opening with the object of penetrating the interior.
- The following techniques are recommended when using dry powder CO2 or vaporizing liquid extinguishers. If the extinguisher has no shut off control continue to discharge over the area of the fire. If the extinguisher is of the controlled type shut off the discharge when the ire appears to be extinguished wait until the atmosphere clears and if any flame is still visible discharge again.

Fires in Flammable Liquids

- Water should not be used on burning liquid itself but can be effectively used to cool and extinguish fires in the surrounding area.

Fires in Electrical Equipment

- Water and foam are both good conductors of electricity and should not be used if the equipment is live; however, once the power is turned off water can be used.

Fires in Gas

- Water should be used to cool containers and surroundings, but gas flames should be extinguished only by cutting off the gas supply. Where gas cylinders are involved, the operator should take up position where he would be protected should a gas cylinder explode.

Vaporizing Liquid Extinguishers

- These extinguishers give of vapours which maybe toxic they should not be used in confined spaces.

Fire Extinguishers in use on Suir Engineering Ltd. sites

- Class A fires involve burning solids
- Class B fires involve burning liquids
- Class C fires involve burning gases

10.2 Emergency Response

Objective

The objective of the Physical Distancing and Hygiene Management Plan is to have the necessary resources available to protect Suir Engineering's workforce and minimise the risk of infection.

Scope

The requirements of this procedure apply to all places of work, i.e., construction sites, and office spaces.

Hazard Elimination/Minimisation

Suir Engineering will always act in the best interest of our own employees, clients, contractors, third parties' and the public. When implementing control measures against biological hazards/pandemics, Suir Engineering will strictly follow the advice of the:

- HSE (Health Services Executive)
- WHO (World Health Organisation)
- The Office of Public Health
- Construction Industry Federation Guidance

The following are key control measures required for managing the spread of biological hazards/ viruses in Suir Engineering workplaces:

- Establish Biological Hazard/Pandemic Response Steering Group, with the following members at a minimum: Managing Director, EHS Manager and HR Manager.
- Develop Business Continuity Plan.
- Develop Biological Hazard/Pandemic Company Policy.
- Identify vulnerable/ higher risk employees.
- Update Biological Hazard/Pandemic Physical Distancing and Hygiene Management Plan in line with CIF Guidance Documents.
- Carry out project specific Biological Hazard/Pandemic Risk Assessments.
- Update site specific RAMS to include Biological Hazard/Pandemic control measures.
- Update Safe Plan of Action to include Biological Hazard/Pandemic hazards and control measures.
- Appoint and train Biological Hazard/Pandemic Compliance Officers.
- Provide Biological Hazard/Pandemic specific training to all first aiders.
- Provide sufficient and adequate PPE to all employees.
- Send out Return to Work questionnaires to employees at least 2 days prior to their return to work.
- Provide appropriate hygiene facilities and display posters of good hand washing practices.
- Provide suitable and sufficient waste bins for the disposal of Biological Hazard/Pandemic waste. Ensure regular removal and disposal of waste bins.
- Provide for physical distancing across all work activities of at least 2 metres as much as possible. For example: staggering breaks, alternative arrangements for meetings and canteen facilities, implement a no handshaking policy, no sharing of cups or pens, adapt sign in or sign out systems.
- Identify all work activities where 2 meters social distancing cannot be achieved and ensure sufficient control measures are implemented to allow task to be carried out safely.
- Ensure the completion of the Contact Tracing Form for all employees working within 2 meters of another person.
- Ensure regular cleaning of the workplace and provide hand sanitisers.
- Ensure the completion of Biological Hazard/Pandemic site audits by Compliance Officers.
- Provide Biological Hazard/Pandemic induction training to all staff.
- Communicate Companies response and control measures against Biological Hazard/Pandemic to all employees, e.g. regular bulletins, and videos.

11.0 Behavioural Based Safety Program – Suir Safe

Suir Engineering have launched a Behavioural Based Safety Program to take our safety performance to the next level and have partnered with Theatre at Work to assist with achieving the desired outcomes of the program.

The objectives of the BBS are:

SuirSAFE is a Behavioural Based Safety (BBS) program which is a proactive approach to improving safety behaviours and enhancing a safety culture that everyone buys into from the bottom up (frontline workers) to the top down (Directors / Managers) .

SuirSAFE encourages a behavioural based approach that promotes interventions that are people-focused such as one-to-one safety conversations on site and/or group recognition such as project milestones.

The SuirSAFE program is built on the solid principles of 'Don't Walk By' and 'Lead by Example' philosophies and is fully supported by the Suir Engineering 'Values' and 'Behaviours'.

12.0 Management of Stress

- This sets out Suir Engineering Ltd.'s aims and objectives for the management of health in relation to stress at work. Suir Engineering Ltd. aims to maximize the physical and psychological health and well-being of all employees. Suir Engineering Ltd. will work together to ensure that as an organization, our workplace environment is free from needless stress. Any environment can cause stress and some level of stress is just part of everyday life, both within the workplace, in families and in social organizations. However, to prevent a situation causing a debilitating level of stress, there must be controls in place.
- Stress may be defined as the adverse reaction people have to excessive pressure or other types of demand placed on them. Work related stress occurs where people perceive they cannot cope with what is being asked of them at work, the capacity to deal with stress varies from person to person, it is therefore very important that the management of an organization recruit the right person for the job from day one.
- Suir Engineering Ltd. have many controls in place to reduce stress in the workplace, some of which include, structuring the working day, decreasing ambiguity around jobs, providing regular goals and feedback to some people, reducing the intensity of workloads for others and improving communication skills within the organization. Suir Engineering Ltd. has highly trained management who are competent at recognizing early signs of stress.
- If you feel that you are suffering from workplace stress, you must bring it to the attention of the management so that we can help to get to the root cause. A medically trained person must firstly diagnose stress, and then the stress must be clearly linked to the employment, for it to be considered workplace stress.

- All work involves a properly organized program of activities designed both to satisfy the needs of the customers and the marketplace, as well as the needs of the individual. We cannot smell it touch it or see it, but stress is a very real danger, which Suir Engineering will strive to protect its employees against.

13.0 Management of Mental Health

- Suir Engineering are committed to ensuring our workplace is a safe and secure place for employees to discuss their mental health and to get access to the necessary supports if needed.
- Suir Engineering has two wellbeing organisations that our employees can avail support from:
    - The Light House Club
    - VHI Employees Assistance Programme (EAP)

- **Light House Club** (The Construction Industry Charity), provides emotional, physical, and financial wellbeing support to construction workers and their families.

- Our VHI EAP is a Free confidential service for all Suir Engineering employees and their families, they provide:
    - Whatever the problem, EAP 24 hours a day, 365 days a year contact.
    - Manage stress, anxiety, depression and addiction.
    - Handle relationship issues and divorce.
    - Develop your resilience.
    - Cope with illness and death.
    - Manage your finances and create a financial plan.
    - Access legal advice.

14.0 Driver Safety Policy

Suir Engineering have identified driving as our tenth High Risk Activity and recognise the risk associated with driving for work.

For further information please review IMSL-EHS-12 Suir Engineering Safe Driving Policy.

15.0 Lone Workers Policy

In all circumstances when Suir Engineering personnel work alone, the company strives to eliminate or reduce all foreseeable risks associated with lone working and requires that all such work is subjected hazard identification and risk assessment(s) and that agreed control measures are put in place to eliminate those hazards or reduce the risk as far as reasonably practicable.

The aim of Suir Engineering's Policy for Lone Working is to ensure that appropriate measures are in place to provide safe systems of work for those who work alone. In addition, it aims to bring about a reduction of any foreseeable risks and to provide detailed arrangement for staff that work alone and are affected by our activities.

For more information see IMSL-EHS-40 Lone Working Policy.

16.0 First Aid

First aid boxes are located on each site and in each office. First Aid requirements are discussed in the EHS Kick Off Meeting IMSF-EHSO-05 and is the responsibility of the Project Manager and Regional EHS Manager to ensure adequate First Aid provisions are on site as well are adequately trained First Aiders.

Restocking and care of the first aid box will lie with the Construction Manager and the Senior First Aider on site.

All First Aid incidents must be reported through the incident management protocols in Section 9 of this Safety Statement.

17.0 Personal Protective Equipment

Suir Engineering Ltd. has a policy in place on the wearing and issuing of Personal Protective Equipment (PPE), this policy applies to all personnel including management, staff, contractors, and visitors and is non-negotiable. The use of personal protective equipment is not regarded as a method of control but as an enhancement to control systems already in place.

Suir Engineering have a minimum of 5 points of PPE, this includes:

1. Approved safety boots with ankle support
2. Hard Hat

3. Approved construction gloves – Cut D minimum
4. Approved safety glasses
5. Hi Visibility vest

All additional PPE required will be issued following risk assessment.

For more information on Suir Engineering PPE Policy please refer to IMSL-EHS-47 Standard PPE Policy.

18.0 Safety Representative

As per Part 4, Section 25 of the Safety, Health and Welfare at Work Act 2005, each place of work will give the workforce the opportunity to elect a Safety Representative.

All Safety Representatives will undergo formal recognised training to ensure they have the knowledge to fulfil the role.

All sites will liaise with the PSCS on the election of a Safety Representative.

For all offices and workshops, an option to elect a Safety Representative will be provided and review every two years.

The Safety Representative will:

- Conduct a regular audit of the workplace.
- Bring to the attention of management any issues relating to H&S
- Assist with the investigation of any incidents which happen in the workplace.
- Investigate any complaints made in the workplace in relation to H&S.
- Accompany a HSA inspector when an inspection of the workplace is taking place.
- Consult with workers and management on all matters relating to H&S.

19.0 Portable Appliance Testing

All equipment deemed to be 'portable appliances' will be tested every three months on sites.

For offices, the frequency of retesting portable appliances will be annually.

20.0 Temporary Works

Temporary works can be defined, broadly, as parts of the works that allow or enable the construction of a project, support or provide access to the permanent works and which might or might not remain in place at the completion of the works.

For guidance on the management of Temporary Works please refer to IMSS-C-03 Temporary Works Procedure and supporting documentation.

21.0 Office Workers

Whilst office work is deemed to be a much lessor risk that on a construction site, hazards still exist and must be managed.

As a minimum each Suir Engineering office worker must:

1. Complete the Suir Engineering onboarding inductions.
2. Complete the inhouse Manual Handling Course.
3. Have a workstation assessment completed which covers VDU & Ergonomic criteria.

All Suir Engineering offices will have a Safety Representative appointed.

22.0 Working from Home Safety Protocols

Suir Engineering recognises its responsibilities as set out in the 'Work Life Balance and Miscellaneous Provisions Act 2023'.

All employees working from home will have completed IMSF-HR-26 Home Workstation assessment.

23.0 Management of Non-English Speaking Workers

All 'Non-English Speaking' personnel must be able to receive English spoken and written site communications and instructions.
Supervisors must be able to understand written and spoken English with a ratio no more than 1:10.

Suir Engineering will always endeavour to bridge communication as far as reasonably practicable such as translating the site induction into relevant languages, site signage will also be pictorial.

The standards of safety competence and training requirements remains the same for all personnel regardless of their fluency in English and must be achieved.

Contractor/Agencies are fully responsible for all additional resources and associated costs required to effect satisfactory levels of 'competence' and 'communication' within their workforce.

APPENDICES

Appendix A – Common Hazards and Associated Risk Assessments

IMSR-EHS-06 Suir Engineering Common Hazards and Risk Assessments				
RA No.	**Title**	**Initial Revision Date**	**Next Revision Date**	**Revision**
1	Working with Alloy Towers and Scaffolding Structures	31/08/211	13/01/2025	2
2	Working at Height Ladders	31/08/2011	13/01/2025	2
3	Work at Height (Podium Ladders)	31/08/2011	13/01/2025	1
4	MEWP Operation	31/08/2011	13/01/2025	2
5	Use of Services as a Working Platform and Means of Access to the Required Height	31/08/2011	13/01/2025	2
6	Working in Ducts or Manholes	31/08/2011	13/01/2025	2
7	Working in Confined Space	31/08/2011	13/01/2025	2
8	Contact with Battery Acid	31/08/2011	13/01/2025	2
9	Working with Hazardous Substances	31/08/2011	13/01/2025	2
10	Electricity and Possible Electrocution - Procedure for Lock Out Tag Out of Electrical Services	31/08/2011	13/01/2025	2
11	Contact with Overhead Services	31/08/2011	13/01/2025	2
12	Working with Live Equipment	31/08/2011	13/01/2025	2
13	Power in New Distribution Systems	31/08/2011	13/01/2025	2
14	Working on Fittings, Sockets and Junction Boxes etc. Strip Outs	31/08/2011	13/01/2025 13/01/2025	2
15	Termination of Cables	31/08/2011	13/01/2024	2
16	Manual Pulling of Electrical Cabling in Racks, Trays, Trunking, Ducts and Conduit	31/08/2011	13/01/2025 13/01/2025	2
17	Mechanical Pulling of Electrical Cables	31/08/2011	13/01/2025	2
18	Handling Cable Drums/Pipes etc.	31/08/2011	13/01/2025	2
19	Installation of Ladder Rack, Tray, Trunking and Conduit	31/08/2011	13/01/2025	2
20	Manual Handling	31/08/2011	13/01/2025	2
21	Eye Damage	31/08/2011	13/01/2025	2
22	Noise	31/08/2011	13/01/2025	2
23	Vibration	31/08/2011	13/01/2025	2
24	Waste Management	31/08/2011	13/01/2025	2
25	Pregnant Employees	31/08/2011	13/01/2025	2
26	Night Work	31/08/2011	13/01/2024	2
27	Young Workers	31/08/2011	13/01/2025	2
28	Poor Ergonomic Work Sation -Set Up	31/08/2011	13/01/2025	2

IMSR-EHS-06 Suir Engineering Common Hazards and Risk Assessments				
RA No.	**Title**	**Initial Revision Date**	**Next Revision Date**	**Revision**
29	Lifting of Transformers Switchgear/ Intro Position	31/08/2011	13/01/2025	2
30	CAD Welding Used for Jointing Cables	31/08/2011	13/01/2025	2
31	Working In or Near Excavations	31/08/2011	13/01/2025	2
32	Working on Roofs	31/08/2011	13/01/2025	2
33	Asbestos	31/08/2011	13/01/2025	2
34	Portable Tools	31/08/2011	13/01/2025	2
35	Working with Handheld Grinders and Chop Saws	31/08/2011	13/01/2025	2
36	Contact with Plant Equipment	31/08/2011	13/01/2024	2
37	Operating Drills	31/08/2011	13/01/2025	2
38	Welding	31/08/2011	13/01/2025	2
39	Orbital Welding	31/08/2011	13/01/2025	2
40	Arc Welding	31/08/2011	13/01/2025	2
41	TIG Welding	31/08/2011	13/01/2025	3
42	Pneumatic Pressure Testing of Pipework	31/08/2011	13/01/2025	3
43	Hydrostatic Pressure Testing of Pipework	31/08/2011	13/01/2025	3
44	NDT or X Ray Testing	31/08/2011	13/01/2025	3
45	Use of Gas Cylinders	31/08/2011	13/01/2025	3
46	Handling Large Piping	31/08/2011	13/01/2024	3
47	Cutting and Working with Sharps	31/08/2011	13/01/2025	3
48	Mechanical Lifting Operations	31/08/2011	13/01/2025	3
49	Slinging of Loads	31/08/2011	13/01/2025	1
50	Use of Band Saw	31/08/2011	13/01/2025	1
51	Using Portable Pipe Threading Equipment	31/08/2011	13/01/2025	1
52	Use of Teleporter	31/08/2011	13/01/2025	1
53	Cranes Including Mobile, Crawler and Tower	31/08/2011	13/01/2025	1
54	Lighting Towers	16/02/2016	13/01/2025	1
55	Lifting of Form Work	16/02/2016	13/01/2025	1
56	Operating Con Saw	16/02/2016	13/01/2024	1
57	Operating 360- degree Excavator	16/02/2016	13/01/2025	1
58	Megger Testing of Cables	16/02/2016	13/01/2025	1
59	Loading and Unloading of Excavator to/from Low Loader	16/02/2016	13/01/2025 13/01/2025	1
60	Delivery/ Unloading of Goods on Site	16/02/2016	13/01/2025	1

IMSR-EHS-06 Suir Engineering Common Hazards and Risk Assessments				
RA No.	**Title**	**Initial Revision Date**	**Next Revision Date**	**Revision**
61	Use of Tractor	16/02/2016	13/01/2025	1
62	Use of Site Dumper	16/02/2016	13/01/2025	1
63	Use of Chain Saws	16/02/2016	13/01/2025	1
64	Handling & Disposal of Fluorescent Lamps	29/06/2016	13/01/2025	1
65	Abrasive Wheels & Power Tools	21/03/2016	13/01/2025	1
66	Water	20/01/2016	13/01/2024	1
67	Land	20/01/2016	13/01/2025	1
68	Banksman/ Signaller	20/01/2016	13/01/2025	0
69	Use of Cartridge Operated Tools	20/01/2016	13/01/2025	0
70	Use of Rubbish Skips	20/01/2016	13/01/2025	0
71	Head Office Fire Risk Assessment	20/01/2016	13/01/2025	0
72	Fuelling of Boom/ Teleporter with Diesel	28/07/2017	13/01/2025	0
73	Diesel	28/07/2017	13/01/2025	0
74	Environmental Emergency Response Spillage/ Leakage	28/07/2017	13/01/2025	0
75	Chemicals Use on Site	28/07/2017	13/01/2025	0
76	Trefolex - for Cutting Compound & Drilling	28/07/2017	13/01/2024	0
77	Spray to Ends of Containment Once Cut	28/07/2017	13/01/2025	0
78	Vesda - Adhesive	28/07/2017	13/01/2025	0
79	Batteries - For P-Touch	28/07/2017	13/01/2025	0
80	Ink Cartridge/ P-Touch Labeller	28/07/2017	13/01/2025	0
81	Energy Consumption	28/07/2017	13/01/2025	0
82	Driving for Work	28/07/2017	13/01/2025	0
83	Housekeeping	28/07/2017	13/01/2025	0
84	Sun Exposure	28/072017	13/01/2025	0
85	Silica Dust	28/07/2017	13/01/2025	0
86	Working on Roads	24/07/2019	13/01/2024	0
87	Covid-19	29/04/2020	13/01/2025	0
88	Access and Egress	30/08/2021	13/01/2025	0
89	Assembly of Heavy Prefabricated Components	30/08/2021	13/01/2025	0
90	Management of Subcontractors	30/08/2021	13/01/2025	0
91	Use of Jig Saw	13/01/2023	13/01/2025	0

Document Control Sheet

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DOCUMENT PREPARATION AND REVIEW

	Name	Position	Signature	Date
Prepared by	Colum Costello	Group EHS Manager	Colum Costello	08/03/24
Reviewed by	Stephen Herron	Quality Manager		08/03/24
Reviewed by	Andrew Norris	Director QEHS & CI	Andrew Norris Andrew Norris (Mar 8, 2024 16:51 GMT)	08/03/24
Approved by	Brendan Moley	Chief Operating Officer	Brendan Moley Brendan Moley (Mar 10, 2024 21:42 GMT)	10/03/24
Approved by	John Kelly	Chief Executive Officer	John Kelly (Mar 11, 2024 17:31 GMT)	11/03/24

DOCUMENT REVISION HISTORY

Revision	C.M. No.	Description	Reviewed by	Approved By	Date
10	57	Detail on Change Management Request Form No. 57	CC	AN	18/01/23
11	178	Detail on Change Management Request Form No. 178	CC	AN	05/03/24