

General Note:

During the design stages of a project, designers are required to maintain a **"Hazard Elimination Checklist"** (part B of this document). The 'checklist' records the various significant (high risk) hazards identified by the designer(s) and, where they have been able, details of how they have been eliminated.

It is recognised that not every hazard can be 'designed out' and therefore the checklist will also be used to record the residual risks of which the designer(s) are aware.

The checklist provides an audit trail of the design process and may also be used as evidence in the event that a designer is required to defend his or her actions in any HSE investigation.

Copies of parts A and B should be passed to all members of the project team, especially the Principal Designer. Reference must also be made to GG104 Requirements for safety risk assessment.

Part A: Designer's Hazard Checklist

Project Title:	A303 Newtown EB & WB 230.3 – 232.5 RS	Kier Highways Job No.:	570122
Project Description:	<p>To undertake</p> <ul style="list-style-type: none"> 8 no. of Cores to determine existing Construction Layers, including PAK marker testing to confirm the likelihood of the presence of Tar Bound Materials (TBM). 5 no. of Trial Pits to determine existing construction layers including PAK marker testing to confirm the likelihood of the presence of Tar Bound Materials (TBM), and condition of unbound material in areas of carriageway where STATS are present <p>For locations, please refer to the following:</p> <ul style="list-style-type: none"> A303 Newton EB & WB 230.3 - 232.5 RS – Defect Treatment Plan A303 Newton EB & WB 230.3 - 232.5 RS - Core Schedule A303 Newton EB & WB 230.3 - 232.5 RS – Trial Pit Schedule <p>PLEASE NOTE, THIS DOCUMENT COVERS THE SURVEY WORKS ONLY</p>		
Design Discipline:	Surveys / Feasibility Stage / Pavement / Cores		
Project Type as determined by GG104 (if applicable)	A	Prepared By:	[REDACTED]

Notes:

- This section of the document includes a list of potential hazards pertaining to a wide range of situations which may occur across Kier Highways' activities.
- An individual item or a whole section (by ticking the heading) can be noted as not applicable showing you have considered the hazard area and judged it to be not applicable.
- The list of potential hazards is not exhaustive, and all sections can be added to, or additional sections added, as required. Reference to the Approved Code of Practice may be helpful.
- All items considered by the designer as having a potential high risk must be addressed on the 'Hazard Elimination Management Schedule'. Low risk activities can also be included if considered appropriate.
- Consideration must be given to all populations that may be affected as follows -

Population 1 – People directly employed by the Client and who work on the site e.g. Traffic Officers.	'Workers'
Population 2 – People in a contractual relationship with the client.	
Population 3 – Other parties, including road users, the police and emergency services and non-motorised 'Users' such as equestrians, cyclists and pedestrians, as well as those others not in a contractual relationship with the client, such as privately contracted vehicle recovery and vehicle repair providers.	'Users'
Population 4 – Third parties includes any person or persons who could be affected by the works, but who are neither using it, nor working on it, i.e. living or working adjacent to the site.	'Other Parties'

Potential Hazards Arising From:		Risk (without designer's elimination / management measures)			Comments
Ref:		Not Applicable	Low- NO Action Required	High – Action NEEDED	
1.	Existing Environment				
1.1	Existing buildings	X			
1.2	Previous/existing land/ structures	X			
1.3	Roadways		X		
1.4	Railways	X			
1.5	Water course	X			
1.6	Ground conditions:	X			
	• Contamination				
	• Ground water				
	• Instability				
	• Mineral / mine workings				
1.7	Access restrictions		X		Access to residential properties needs to be maintained.
1.8	Adjacent properties		X		Potential noise disturbance for all properties within 100m of the survey works.
1.9	Concurrent site activities	X			No information has been supplied by the client about any proposed concurrent site activities.
1.10	Interface with the public		X		
1.11	Occupied premises		X		
1.12	Structural instability	X			
1.13	Fragile materials	X			
1.14	Hazardous materials			X	Historic core log information confirms that TBM material is present within this section of carriageway.
1.15	Land use		X		Mainly agricultural, some adjacent properties.
1.16	Traffic		X		A303 Live carriageway throughout scheme extents.
1.17	Others (insert as necessary)	X			
2.	Existing Services				

Potential Hazards Arising From:		Risk (without designer's elimination / management measures)			Comments
Ref:		Not Applicable	Low- NO Action Required	High – Action NEEDED	
2.1	Underground				
	<ul style="list-style-type: none"> Electrical 		X		Not Affected by survey works. However, the location of all services must be checked prior to undertaking any survey works.
	<ul style="list-style-type: none"> Gas 	X			
	<ul style="list-style-type: none"> Water (Asbestos pipes?) 		X		Located within scheme extents. The location of all services must be checked prior to undertaking any survey works. There is confirmed ACM in a concrete pipe located in the EB verge at 231.0 however this will not be affected by the survey works.
	<ul style="list-style-type: none"> Telecommunications 		X		Located within scheme extents and affected by survey works. Trial pits to be undertaken in areas near underground telecoms to avoid striking or damaging services. However, the location of all services must be checked prior to undertaking any survey works. In particular, your attention is drawn to the location of Trial Pit No. 3 and the SSE Telecoms apparatus shown on the enclosed Stats plans and Trial Pit no. 5 and the VM apparatus shown on the enclosed Stats plans.
2.2	Overhead Services				

Potential Hazards Arising From:		Risk (without designer's elimination / management measures)			Comments
Ref:		Not Applicable	Low- NO Action Required	High – Action NEEDED	
	<ul style="list-style-type: none"> Electrical 		X		Located within scheme extents. The location of overhead services to be clearly identified on site prior to undertaking works. However, these are not affected by the survey works.
	<ul style="list-style-type: none"> Telecommunications 		X		Not affected by survey works.
3.	Earthworks				
3.1	Deep excavations	X			
3.2	Slope / ground stability	X			
3.3	Ground water / water courses	X			
3.4	Plant movements	X			
3.5	Interface with services (refer 2)			X	Survey will interfere with existing services. The location of all services must be confirmed with the relevant service provider prior to undertaking any survey works.
3.6	Contamination (ground / water) (refer 1.6)	X			
3.7	Adjacent structures (refer 1.8)	X			
4.	Foundations	X			
4.1	Adjacent buildings/structures				
4.2	Deep excavations				
4.3	Plant movements				
4.4	Interface with services				
4.5	Contamination (ground / water)				
4.6	Ground water				
4.7	Confined spaces				
4.8	Piling:				
	<ul style="list-style-type: none"> Noise 				
	<ul style="list-style-type: none"> Vibration 				
	<ul style="list-style-type: none"> Contamination 				
	<ul style="list-style-type: none"> Plant 				

Potential Hazards Arising From:		Risk (without designer's elimination / management measures)			Comments
Ref:		Not Applicable	Low- NO Action Required	High – Action NEEDED	
4.9	Grouting:				
	• Drilling work				
	• Dust				
	• Pollution				
4.10	Stability of structure				
5.	Services Installation	X			
5.1	Excavations				
5.2	Ground water				
5.3	Ground conditions				
5.4	Existing services				
5.5	Testing operations				
5.6	Lifting operations				
5.7	Adjacent structures / activities				
5.8	Maintenance				
5.9	Contamination				
6.	Drainage Works	X			
6.1	Excavations				
6.2	Ground water				
6.3	Ground conditions				
6.4	Confined spaces				
6.5	Leptospirosis / Weils disease				
6.6	Existing services (asbestos pipes?)				
6.7	Manual handling				
6.8	Lifting operations				
6.9	Maintenance				
6.10	Sewage				
6.11	Traffic				
6.12	Contamination (ground / water)				
6.13	Hepatitis B / Tetanus				
7.	Highways				
7.1	Traffic management			X	Cores/trial pits within A303 mainline. TM TBC by HE PM.
7.2	Adjacent traffic			X	Live A303 carriageway.

Potential Hazards Arising From:		Risk (without designer's elimination / management measures)			Comments
Ref:		Not Applicable	Low- NO Action Required	High – Action NEEDED	
7.3	Construction materials		X		
7.4	Structural works	X			
7.5	Adjacent structures	X			
7.6	Noise		X		Works at night. Working adjacent to live traffic.
7.7	Vibration		X		Works at night. Working adjacent to live traffic.
7.8	Coal TAR in pavement			X	Historic core log information confirms that TBM material is present within this section of carriageway
8.	Steelwork Construction	X			
8.1	Working at height				
8.2	Lifting operations				
8.3	Temporary stability				
8.4	Connections				
8.5	Unusual sequence				
8.6	Materials, e.g. paints				
8.7	Consideration of future maintenance				
9.	Concrete Construction	X			
9.1	Working at height				
9.2	Plant restrictions				
9.3	Lifting operations				
9.4	Noise				
9.5	Vibration				
9.6	Temporary instability				
9.7	Pre/post tensioning				
9.8	Materials				
9.9	Maintenance				
9.10	Joints (scabbling should not be undertaken)				
10.	Masonry Construction	X			
10.1	Manual handling				
10.2	Lifting operations				

Potential Hazards Arising From:		Risk (without designer's elimination / management measures)			Comments
Ref:		Not Applicable	Low- NO Action Required	High – Action NEEDED	
10.3	Materials				
10.4	Temporary stability				
10.5	Working at height				
10.6	Dust				
10.7	Durability				
10.8	Catastrophic collapse				
11.	Timber Construction	X			
11.1	Materials				
11.2	Working at height				
11.3	Temporary stability				
11.4	Lifting operations				
11.5	Manual handling				
11.6	Fire				
11.7	Dust				
12.	Cladding	X			
12.1	Lifting operations				
12.2	Manual handling				
12.3	Maintenance / cleaning				
13.	Glazing	X			
13.1	Manual handling				
13.2	Lifting operations				
13.3	Cleaning / maintenance				
14.	Mechanical/Electrical Systems	X			
14.1	Access				
14.2	Existing services (asbestos?)				
14.3	Manual handling				
14.4	Materials / substances				
14.5	Confined spaces				
14.6	Pressure systems				
14.7	Testing operations				
14.8	Fixings				
14.9	Working at height				

Potential Hazards Arising From:		Risk (without designer's elimination / management measures)			Comments
Ref:		Not Applicable	Low- NO Action Required	High – Action NEEDED	
14.10	Maintenance				
15.	Railway Activities	X			
15.1	Train movements				
15.2	Overhead lines				
15.3	Electrified track				
15.4	Underground services				
15.5	Adjacent structures				
15.6	Ground stability				
15.7	Contamination				
16.	Demolition of Existing Structures	X			
16.1	Services				
16.2	Adjacent / adjoining structures				
16.3	Materials:				
	<ul style="list-style-type: none"> Hazardous i.e. asbestos in permanent shuttering, waterproofing to bridge decks, joints etc. 				
	<ul style="list-style-type: none"> fragile 				
16.4	Working at height				
16.5	Temporary stability				
16.6	Pre/post tensioning				
16.7	Noise				
16.8	Vibration				
16.9	Dust				
16.10	Effect on usage of demolition materials				
17.	Future Demolition / decommissioning of new structure/installation	X			
17.1	Unusual sequence				
17.2	Pre/post tensioned element				
17.3	Materials				
17.4	Adjacent/adjoining structure				
17.5	Temporary stability				
17.6	Contamination during usage of demolition material.				
18.	Maintenance and Operation of Facility / Structure etc.	X			
18.1	Access				

Potential Hazards Arising From:		Risk (without designer's elimination / management measures)			Comments
Ref:		Not Applicable	Low- NO Action Required	High – Action NEEDED	
18.2	Safety equipment				
18.3	Testing / inspection				
18.4	Procedure				
18.5	Contamination during usage of demolition material.				
19.	Use of the structure as a workplace	X			
19.1	Does the proposed use of the structure / premises include the intention for it to be made available to any person as a place of work				
19.2	If yes; the design and materials used must take in to account the provisions of the Workplace (Health, Safety and Welfare) Regulations 1992				

Part B: Hazard Elimination Checklist

Project Title:	A303 Newtown EB & WB 230.3 – 232.5 RS		Kier Highways Job No.:	570122
Project Description:	To undertake <ul style="list-style-type: none"> 8 no. of Cores to determine existing Construction Layers, including PAK marker testing to confirm the likelihood of the presence of Tar Bound Materials (TBM). 5 no. of Trial Pits to determine existing construction layers including PAK marker testing to confirm the likelihood of the presence of Tar Bound Materials (TBM), and condition of unbound material in areas of carriageway where STATS are present. For locations, please refer to the following: <ul style="list-style-type: none"> A303 Newton EB & WB 230.3 - 232.5 RS - Defect Treatment Plan A303 Newton EB & WB 230.3 - 232.5 RS - Core Schedule A303 Newton EB & WB 230.3 - 232.5 RS - Trial Pit Schedule PLEASE NOTE, THIS DOCUMENT COVERS THE SURVEY WORKS ONLY			
Design Discipline:	Surveys / Feasibility Stage / Pavement / Cores	Prepared By:	██████	Checked By: ██████

Note: If GG104 applies to your contract, the checklist must be approved by an appropriate person: For a Type A project the Scheme PD must approve, for a Type B projects the Senior Manager must prove.

Reviewed and approved by

* **Persons at Risk: (1) Workers (2) Users (3) Other parties**

** **Action by:**

Principal Designer	– Include within the H&S file
Designer	– include in the pre-construction information
Principal Contractor	– manage risk during the construction phase
Other designer	– take into consideration when preparing their designs
Client	– pass information to designers / Principal designer

Ref.	Activity	Hazard	Persons at Risk *	Design Measures taken, or being taken to eliminate or reduce the hazard	Information on the Residual Risk	Principal Designer Review	Action Req'd by: **
1.	Working adjacent to / within live carriageway.	Operatives / plant struck by moving vehicles	Workers	Use of appropriate traffic management to provide safe working zone and enforce lane and/or complete closure of carriageway for duration of works or work element.		No further comment.	PC
2.	Night-time working	Operatives / plant struck by moving vehicles	Workers & users	Where HE restrictions dictate night-time working the scheme steward shall ensure adequate shielded task lighting is provided for the duration of the works and that it does not cause undue glare to residents and road users.		No further comment.	PC
3.	Traffic Management	Alignment. Risk of loss of control accidents due to temporary alignment changes leading to personal injury / fatalities to operatives and motorists.	Workers	Temporary alignment changes are necessary to install TM arrangements cannot be eliminated. The TM design will minimise the risk to road users. Speed restrictions to be in place. Advanced warning signs to be in place prior to the works. TM to be in accordance with TSM Chapter 8.		No further comment.	PC
4.	Statutory Undertakers Returns	Outdated STATS returns	Workers & users	STATS returns become outdated every 3 months. Prior to works, liaison with the relevant utility companies is again necessary to ensure a current STATS plan is produced.		No further comment.	PC

Ref.	Activity	Hazard	Persons at Risk *	Design Measures taken, or being taken to eliminate or reduce the hazard	Information on the Residual Risk	Principal Designer Review	Action Req'd by: **
5.	Striking Utility Services Through Coring Operations	Coring near STATS	Workers & users	Undertake Trial Pits in areas where STATS are near. Identify location of STATS on site prior to any survey works.		No further comment.	PC
6.	Hazardous materials from coring operations.	Presence of coal tar.	Workers	Contractor to ensure that all workers wear appropriate PPE at all times during construction works and any tar arisings will be disposed off to licensed tips and in line with the Company policy and the requirements for materials containing tar.		No further comment.	PC
7.	Hand Arm Vibration at Work (HAVS)	Hand Arm Vibration – risk of percussive injury to operatives.	Workers	Working hours for operatives using plant to be restricted as appropriate. Appropriate PPE to be provided and worn. A detailed method statement is to be produced by the Contractor prior to the works and routinely checked during works operations.		No further comment.	PC
8.	Dust	Exposure to excessive dust levels	Workers, Users & other parties	Operations that produce dust, shall control exposure not only for the workforce but also all possible groups and not create an environmental nuisance. Dust exposure shall be limited in line with the COSHH 2002 regulations. Where possible water suppression should be used to reduce dust and		No further comment.	PC

Ref.	Activity	Hazard	Persons at Risk *	Design Measures taken, or being taken to eliminate or reduce the hazard	Information on the Residual Risk	Principal Designer Review	Action Req'd by: **
				the extent of exposure to operatives.			
9.	Noise	Excessive noise levels from plant / site activities, damage to operative hearing, nuisance to residents	Workers	<p>Proposed survey works are to be undertaken during night time. Residents are located within 100m of planned activities, hence all plant to be fitted with sound suppression devices.</p> <p>A detailed method statement is to be produced by the Contractor prior to the works and routinely checked during works operations. All plant is to be checked prior to use.</p>		No further comment.	PC