



SAFETY STATEMENT OF MARTIN RYAN HAULAGE LTD T/A MARTIN RYAN & SONS

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**Dromclogher, Cappamore,
Co. Limerick, Ireland**



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A TRANSLATION WILL BE PROVIDED FOR FOREIGN NATIONAL EMPLOYEES WHERE IT IS DEEMED NECESSARY

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1 – 8	2013 - 2024	All	Archived	S O Grady	Martin Ryan
9	March 2025	All	New Document & Risk Assessments	Mick Whelan	Martin Ryan

Martin Ryan & Sons Safety Statement

EMERGENCY NUMBERS

ESB Emergency	Gas Networks Ireland	Eircom
1850 372 999	1850 20 50 50	1850 – 671 - 444

Health & Safety Authority (After hours contact Dublin and leave a voice mail)							
Dublin	Cork	Limerick	Galway	Waterford	Drogheda	Athlone	Drogheda
1890 289 389							

Poisons Information Centre (Beaumont)	(01) 8379964 / (01) 8092568
Environmental Protection Agency EPA	1890 335599
Department of Environment, Heritage & Local Government	1890 - 202 - 021
National Parks and Wildlife Service	01 – 888 2000

Add the necessary numbers to the following contacts		
Local Garda Station	112 / 999	
Assembly Point	Main Gate & Designated Points at other Martin Ryan Sites	
Local Doctor 1	061 - 381729	Cappamore Dr. O'Dwyer
Local Hospital 1	061 -301111	University Hospital Limerick
First Aiders		
1.		
2.		
Location of First Aid Kits	1. Work Vehicles 2. Offices	
Martin Ryan Office Phone Number	061-381231	

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Safety Statement Introduction

Martin Ryan & Sons is fully committed to ensuring a safe, healthy and sustainable working environment for all employees, contractors, visitors and stakeholders involved in our operations. Our safety management practices are designed to align with national legislation and internationally recognised standards.

The Safety, Health & Welfare at Work Act 2005, along with the Safety, Health and Welfare at Work (General Application) Regulations, outlines our legislative responsibility to ensure the safety, health and welfare of our employees and others who may be affected by our activities.

In compliance with these statutory requirements, Martin Ryan & Sons has developed this comprehensive Safety Statement, clearly outlining the company's commitments, management arrangements and the cooperation required from employees to achieve our health and safety objectives. This Safety Statement covers all operational aspects of our business and is supported by detailed safety policies addressing specific areas of risk and operational requirements.

All employees receive an Employee Handbook detailing our policies, practices and safety standards, ensuring that everyone is informed of their roles and responsibilities in maintaining a safe working environment.

The company's management team actively promotes a safety culture, ensuring continuous consultation, training and communication regarding health, safety and welfare matters. Martin Ryan & Sons is dedicated to continuous improvement, regularly reviewing our safety performance, policies and procedures to maintain high standards and adapt to any changes in legislation or operational needs.

We expect full commitment from all employees, contractors and stakeholders to uphold and actively participate in our safety and sustainability efforts.

This Safety Statement will be reviewed annually or whenever significant changes necessitate an update.

Company Description

Martin Ryan & Sons Based in Limerick, Ireland has excelled in general haulage for more than 60 years. Brothers Martin, Declan and Brendan carry on a proud tradition of a very successful family legacy.

The company was founded by the late Martin Ryan and operates from its very central base at Cappamore, Co. Limerick with satellite sites in Naas and Dublin.

Martin Ryan Haulage Ltd, trading as Martin Ryan & Sons, is steeped in the best traditions of a small family owned and run general haulage company. The company operates in numerous markets, without having over dependence on any particular sector or customer.

Statement of Roles & Responsibilities

Statement of Personal Responsibilities

All employees, management and directors at Martin Ryan & Sons have a duty to actively participate in implementing the Health and Safety policy as outlined in this Safety Statement. Everyone must comply with the Safety Statement and relevant statutory regulations, ensuring responsibilities are clearly delegated and maintained, even in their absence.

Responsibilities of Martin Ryan & Sons - Senior Management

1. Overall responsibility for Environmental, Health and Safety (EHS) within the company.
2. Provide adequate resources (time, personnel, finance) to effectively implement the company's EHS management system.
3. Approve, maintain and actively promote the company's EHS policies.
4. Establish an effective EHS management system, clearly assigning roles and responsibilities.
5. Ensure mechanisms are in place for employee consultation, accident reporting and incident investigations.
6. Conduct annual reviews of EHS policies and systems, introducing improvements as necessary.
7. Ensure regular internal and external audits of the EHS system are conducted.
8. Incorporate EHS requirements at all planning, estimating and tendering stages.
9. Prioritise EHS issues during meetings and discussions, demonstrating leadership and commitment.
10. Regularly review EHS performance reports and implement recommended actions. Ensure statutory responsibilities extend to temporary or fixed-term workers, without passing related costs to employees.

Responsibilities and Duties of Employees

All Martin Ryan & Sons employees must:

1. Comply with health and safety legislation, safeguarding their own health and safety and that of others.
2. Ensure they are not impaired by intoxicants or medications that could compromise safety and participate in required testing under the Safety, Health & Welfare at Work Act 2005.
3. Cooperate fully to ensure compliance with all safety and health measures.
4. Avoid behaviours or actions that may endanger themselves or others.
5. Attend mandatory training sessions and participate in assessments.
6. Follow provided safety instructions and use Personal Protective Equipment (PPE) correctly as required by company policy and legislation.
7. Remain alert to potential hazards and promptly report unsafe conditions.
8. Refrain from tasks they feel inadequately trained or unqualified to perform.
9. Actively participate in consultation processes, raising safety concerns or suggesting improvements.
10. Accurately represent their training and qualifications when requested.
11. Avoid interfering with or misusing safety equipment or procedures.
12. Immediately report accidents, incidents, or near misses to management.
13. Report defects in equipment, systems, or practices that could pose safety risks.

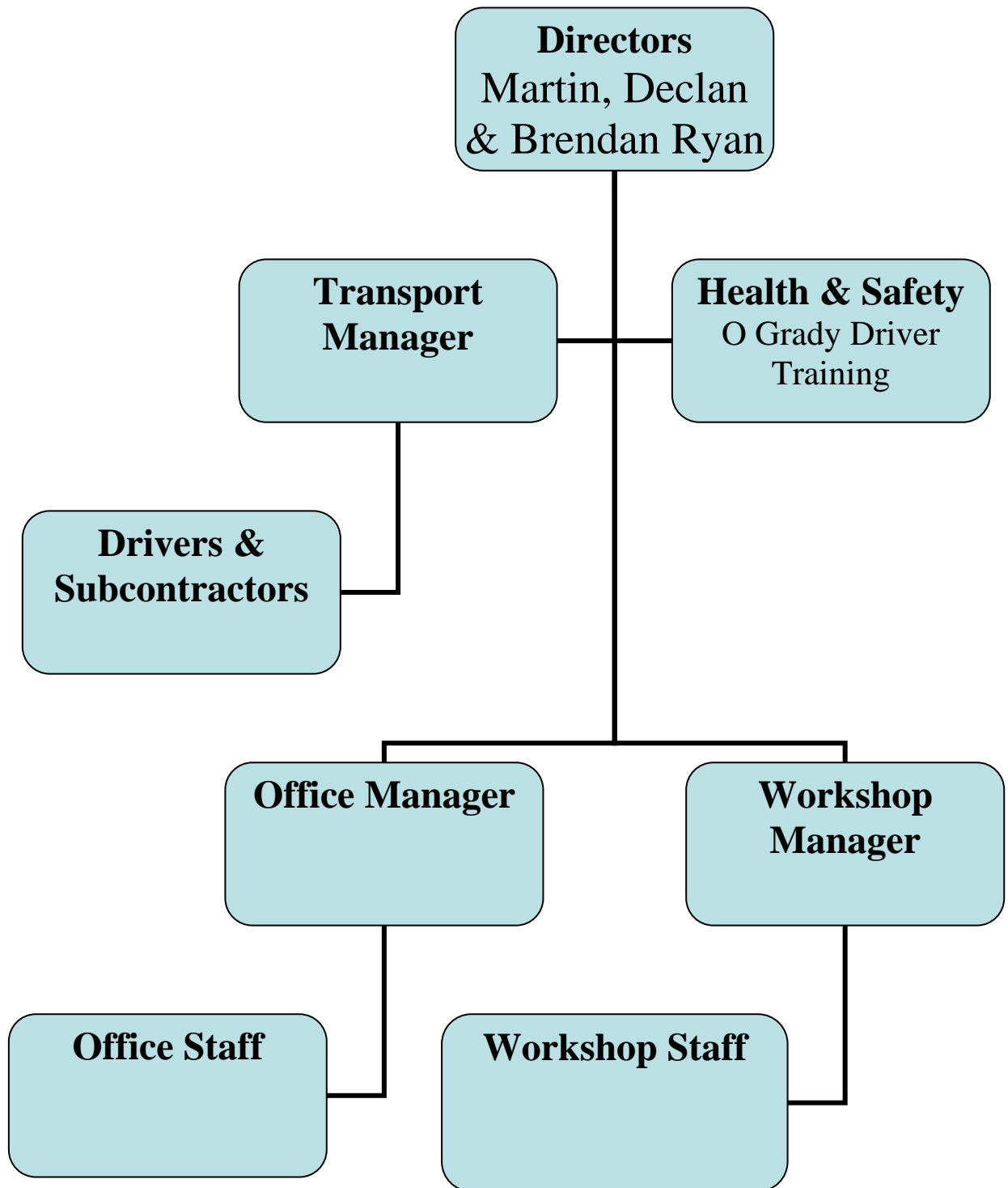
Responsibilities of Sub-Contractors, Self-Employed Persons and Suppliers

Martin Ryan & Sons Safety Statement

All sub-contractors, self-employed persons and suppliers must:

1. Provide Martin Ryan & Sons with their Safety Statement and relevant EHS documentation as requested.
2. Comply with the general safety duties expected of employers.
3. Promptly notify Martin Ryan & Sons of any processes or materials that could pose EHS risks.
4. Adhere strictly to this Safety Statement and cooperate fully to ensure a safe working environment.
5. Ensure their employees are properly equipped with Martin Ryan & Sons mandatory PPE and any additional necessary protective gear.
6. Immediately report any safety defects or hazards relating to equipment or the workplace.
7. Ensure only suitably competent persons are employed or engaged in their activities.
8. Obtain prior approval before engaging persons other than direct employees.
9. Ensure their personnel understand and follow Martin Ryan & Sons EHS requirements.
10. Comply fully with site-specific rules and regulations.
11. Immediately report all accidents, incidents and dangerous occurrences.
12. Participate actively in all required inductions and toolbox talks.

ORGANISATIONAL CHART



1.1 - MARTIN RYAN & SONS HEALTH AND SAFETY POLICY

It is the policy of MARTIN RYAN & SONS, insofar as is reasonably practicable, to provide safe and healthy working conditions for all employees, contractors and visitors and to actively involve and seek their cooperation in maintaining these standards.

MARTIN RYAN & SONS commits to:

- Promoting high standards of health, safety and welfare that fully comply with applicable Safety, Health and Welfare at Work legislation, statutory provisions and recognised codes of practice.
- Establishing and maintaining a robust Safety Management System aimed at continuous improvement.
- Providing and maintaining a safe and healthy work environment with clearly defined safe systems of work, particularly addressing transport-related hazards and risks.
- Clearly communicating the Health & Safety Policy and procedures to all employees, subcontractors and visitors through:
 - Comprehensive safety inductions for new employees and contractors.
 - Regular and ongoing safety training and awareness programmes.
 - Distribution and promotion of company safety bulletins.
- Making the Health & Safety Policy available to interested third parties upon request.
- Providing employees and contractors with relevant information, adequate training and appropriate supervision to carry out their work safely and efficiently and actively fostering a culture of safety awareness across the organisation.
- Defining clear roles and responsibilities and ensuring regular joint consultation with employees, subcontractors and relevant third parties on all health and safety matters.
- Continuously striving to enhance health and safety performance by systematically reducing risks, preventing incidents and accidents and regularly reviewing and updating the policy to ensure it remains appropriate and effective.

Senior Management at MARTIN RYAN & SONS is fully committed to actively supporting, implementing and regularly reviewing this Health & Safety Policy to ensure continuous improvement and relevance.

For this policy to be successful, full commitment and compliance from all employees and contractors is essential and mandatory.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.2 - Risk Assessment & Mitigation Policy

Martin Ryan & Sons is committed to proactively identifying, assessing and effectively managing workplace risks to ensure the safety and health of our employees, contractors, customers and the public. This policy outlines the company's structured approach to risk management and mitigation.

Policy Objectives:

- Identify and evaluate workplace hazards associated with our operations, particularly those related to transport activities.
- Implement appropriate control measures to mitigate identified risks, following a clear hierarchy of control.
- Ensure compliance with all relevant legislation and recognised industry's best practices.
- Promote continuous improvement in risk management practices.

Risk Assessment Procedure:

1. **Identification of Hazards:**
 - Regular workplace inspections.
 - Reporting of hazards by employees, contractors and other stakeholders.
 - Review of incident reports and near-miss data.
2. **Risk Evaluation:**
 - Assess the likelihood and potential severity of harm from identified hazards.
 - Record and document assessments using standardised templates.
3. **Risk Control & Mitigation:**
 - Apply the hierarchy of control (elimination, substitution, engineering controls, administrative controls, PPE).
 - Clearly assign responsibility for implementing control measures.
 - Ensure control measures are communicated effectively to all personnel.
4. **Monitoring & Review:**
 - Regular audits and inspections to ensure control measures remain effective.
 - Periodic review and updates of risk assessments and mitigation strategies, particularly after incidents, near misses, or changes in work processes.

Responsibilities:

- **Senior Management:** Ensure resources and support are available for effective risk management.
- **Managers and Supervisors:** Conduct and document risk assessments and implement agreed control measures.
- **Employees and Contractors:** Comply with risk mitigation procedures, report hazards promptly and actively participate in safety consultations.

Training and Communication:

- Regular training provided to employees and contractors on risk assessment processes and mitigation measures.
- Clear communication of risk assessments and controls through toolbox talks, safety bulletins and induction programmes.

Martin Ryan & Sons expects full compliance and active participation from all stakeholders to effectively manage and reduce workplace risks. This policy will be reviewed annually or sooner if circumstances or legislation require.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.3 - Accident & Incident Reporting and Investigation Policy

Martin Ryan & Sons defines an accident or incident as an unexpected, unforeseen occurrence that disrupts normal business activities. The company views accidents and incidents as indicators of system failures, necessitating proactive measures to prevent reoccurrence.

Policy Objectives:

- Ensure immediate reporting and thorough investigation of all accidents, incidents and near misses.
- Identify underlying causes to prevent future occurrences.
- Comply fully with statutory reporting requirements.

Reporting Procedure:

- All accidents, incidents and dangerous occurrences must be reported immediately to the immediate supervisor or manager.
- Employees must report injuries promptly, either orally or in writing, to management and relevant social authorities.
- Supervisors must immediately inform Senior Management of serious incidents, including fatalities, serious injuries, or major dangerous occurrences.
- Martin Ryan & Sons will comply with statutory requirements for reporting incidents to the Health and Safety Authority (HSA) and other relevant authorities.

Definitions:

- **Accident/Incident:** An unexpected, unforeseen event disrupting normal operations.
- **Near Miss:** An event that did not result in injury or damage but had the potential to do so.

Investigation Process:

- Immediate supervisors, with guidance from the EHS Advisor, are responsible for initiating accident investigations.
- Investigations aim to uncover both immediate and underlying causes (multi-causation) and recommend corrective measures.
- Serious incidents, including fatalities or major injuries, require notification to senior management, the Health & Safety Authority (HSA) and local Gardaí.
- Investigation findings will be thoroughly documented, identifying both immediate and root causes.

- Accident scenes involving serious incidents will remain undisturbed (if safe to do so) until an investigation is complete.

Registration and Record-Keeping:

- Accident reports must be fully completed, reviewed by management and copies forwarded to the EHS Advisor.
- Comprehensive records will be maintained to comply with statutory and company requirements.

Reporting Unsafe Acts and Conditions:

- Employees must report all unsafe acts or hazardous conditions immediately to their supervisor.
- Supervisors are responsible for immediate corrective action, reporting the issue to appropriate personnel if beyond their control.
- Follow-up actions must be documented clearly.

Analysis and Preventative Actions:

- Accident and incident data will be regularly reviewed to identify trends, allowing proactive improvements.
- Results will inform safety training, induction programmes and toolbox meetings.
- Management will communicate preventative measures clearly and promptly to all personnel.

All Martin Ryan & Sons employees, contractors and management must adhere strictly to this policy, actively participate in safety practices and promote a culture of prevention and continuous improvement.

This policy will be reviewed annually or whenever significant changes necessitate an update.

1.4 - ENVIRONMENTAL & SUSTAINABILITY POLICY

Martin Ryan & Sons recognises its responsibility to staff, customers, the community and the wider environment. We are committed to the continual improvement and sustainable management of our environmental impact through a structured Environmental Management System.

Policy Objectives:

- Continually improving environmental performance through proactive management.
- Comply fully with applicable environmental legislation, regulations and industry standards.
- Minimise environmental impact by reducing, recycling and reusing resources.

Environmental Management Commitment:

Martin Ryan & Sons Safety Statement

- Maintain and continuously improve a documented Environmental Management System aligned with ISO standards.
- Actively monitor, review and update environmental practices and procedures.

Policy Principles and Actions:

- Actively engage with stakeholders, including employees, customers, regulatory authorities, local communities and the public on environmental matters.
- Provide ongoing training and raise awareness about environmental issues and sustainable practices among employees.
- Strive to eliminate pollution and minimise waste generation through proactive reduction, recycling and reuse strategies.
- Use resources efficiently and responsibly, aiming to optimise energy consumption and reduce emissions.

Communication & Engagement:

- Ensure clear and open communication with employees, stakeholders, regulatory bodies and the general public regarding our environmental commitments and performance.
- Encourage active participation from staff and stakeholders in environmental initiatives and policy improvement processes.

Monitoring, Review & Compliance:

- Regular audits and inspections to ensure compliance with environmental standards and regulations.
- Continuous review and improvement of environmental procedures and practices.
- Clear documentation and record-keeping in line with a formal Environmental Management System.

Martin Ryan & Sons management is committed to providing adequate resources to ensure the effectiveness of this policy and achieving set environmental goals.

This policy applies to all employees, contractors and stakeholders and will be reviewed annually or sooner in response to operational changes or legislative updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.4A - Waste Management & Recycling Policy

Martin Ryan & Sons is committed to managing waste responsibly, sustainably and in compliance with all applicable environmental regulations. We strive to minimise waste generation, maximise recycling opportunities and ensure safe and responsible waste disposal practices.

Policy Objectives:

Martin Ryan & Sons Safety Statement

- Minimise waste generation across all company activities.
- Maximise recycling and reuse opportunities.
- Ensure environmentally responsible disposal of waste.

Waste Management Procedures:

- Clearly marked recycling and waste disposal bins will be provided at all company locations.
- Waste will be segregated at source into appropriate categories for recycling, reuse, or safe disposal.
- Regular waste management training will be provided to all employees.
- Hazardous waste will be handled and disposed of safely and in strict compliance with relevant regulations.

Employee Responsibilities:

- Employees must follow company procedures for waste segregation and disposal.
- Employees must report any issues regarding waste management facilities or practices immediately.

Management Responsibilities:

- Provide adequate resources and facilities for effective waste management and recycling.
- Ensure compliance with relevant waste management legislation and best practices.
- Regularly monitor waste management practices and implement improvements.

Compliance and Monitoring:

- Regular audits will be carried out to ensure compliance with this policy.
- Non-compliance may result in corrective actions or disciplinary measures.

This policy is mandatory for all employees, contractors and visitors at Martin Ryan & Sons sites and will be reviewed annually or sooner in response to legislative or operational changes.

1.5 - ANTI BULLYING & SEXUAL HARASSMENT POLICY

MARTIN RYAN & SONS accept that all members of staff are entitled to be treated with respect and their work environment must be such that staff members are free to perform their duties in a climate free from Bullying/Harassment from other staff members, clients, customers or other business contacts.

Bullying/Harassment are repeated aggressions (physical, verbal, or psychological) directed by an individual or against others. It affects the dignity, of people at work and undermines people as human beings.

MARTIN RYAN & SONS by adopting an Anti-Bullying/Harassment Policy is demonstrating the continuing commitment to implement and promote measures to protect the dignity of all our employees and to encourage respect for others at work.

We are continuing to work towards creating an environment free from harassment by dealing effectively with any complaints of such conduct. **MARTIN RYAN & SONS** will not tolerate intimidation, harassment, bullying or disrespectful behaviour by any one member of staff against another/others for any reason.

This policy, as its objective will endeavour to define workplace bullying, to promote awareness of the issue among employees and to provide an effective procedure for dealing with any allegations raised.

There is also a definition of bullying and some examples are given which are not intended to be either exhaustive or prescriptive. The procedure for progressing complaints is also detailed and is based on the principle of fairness.

I would emphasise again that **MARTIN RYAN & SONS** is committed to promoting measures to protect the dignity of all members of staff at work. I would ask you to encourage an environment free from all kinds of harassment and to respect the individual dignity of everyone through the company.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.6 - SMOKE FREE WORKPLACE POLICY

Purpose

Second-hand smoke, also known as Environmental Tobacco Smoke (ETS) or passive smoke is a cause of disease, including lung cancer and heart disease, in third parties. Neither the simple separation of smokers and non-smokers within the same air space, nor the provision of ventilation, can eliminate exposure to second-hand smoke and the consequent health effects of such exposure.

This policy has been developed to protect all employees, service users, customers and visitors from exposure to second-hand smoke, to ensure compliance with legal obligations and to ensure a safe working environment.

Policy Implementation

Overall responsibility for the policy implementation rests with the person in charge of the workplace.

All staff has an obligation to adhere to and facilitate the implementation of this policy. It is the policy of **MARTIN RYAN & SONS** that all of its workplaces are smoke-free and that all employees have a right to work in a smoke-free environment. Smoking is prohibited throughout the workplace with no exceptions. This includes all company offices, site cabins, containers, canteen, company vehicles and all enclosed workplaces with no exceptions. This policy applies to all employees, consultants, subcontractors, customers and visitors.

Policy Regarding Infringement

Infringements by staff will be dealt with, in the first instance, under employee disciplinary procedures. Employees, consultants, contractors, customers and visitors who contravene the law prohibiting smoking in the workplace are also liable to prosecution.

Information on how to obtain help by quitting smoking is available from the National Smoker's Quitline on call save 1850 201203.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.7 - WORKPLACE POLICY ON ALCOHOL AND DRUGS

Purpose

The purpose of this document is to outline the accepted policy and practice in relation to the **misuse** of either alcohol or drugs by employees in the workplace.

Policy

MARTIN RYAN & SONS acknowledges its responsibility to provide, as far as is reasonably practicable, a safe and healthy working environment and recognises that this can be put at risk by those who misuse alcohol or drugs to such an extent that it may affect their health, performance, conduct and safety, or the safety of others whilst in the workplace.

An employee (or employees of subcontractors, or others) must not be under the influence of an intoxicant to the extent that the state he or she is in is likely to endanger his or her own safety, health or welfare at work or that of any other person.

Policy Regarding Infringement

MARTIN RYAN & SONS reserves the right to remove from our workplace and suspend from work any employee suspected to be in breach of this policy through misuse of alcohol or drugs, pending further investigation.

Any employee found to be in breach of legislation and /or either company or client policy or rules may be subject to disciplinary action for gross misconduct, which may lead to summary dismissal.

MARTIN RYAN & SONS would prefer to help staff who might have a problem, not penalise them. Staff who seek help and declare a belief that they have a problem concerning either alcohol or drugs will be dealt with sympathetically by the Company and support will be given where possible.

Anyone taking prescribed or over the counter medication should inform their supervisor on reporting for duty and before actually commencing work. It is important that such information be considered when risk assessments are being made. No drugs other than those prescribed by a medical practitioner shall be brought to the workplace.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.8 - STRESS IN THE WORKPLACE POLICY

At **MARTIN RYAN & SONS** we are committed to providing a workplace that allows for reasonable working conditions and a pleasant environment.

If you have any particular concerns and feel that you are suffering from stress, you should make it known to your supervisor in the first instance, where every effort will be made to make an assessment of your working conditions and job description in order to improve the situation. If this is ineffective or inappropriate you should revert to the formal company grievance procedure.

1.9 - Manual Handling & Load Safety Policy

Martin Ryan & Sons is committed to preventing manual handling injuries by ensuring safe systems of work, effective training and using mechanical assistance wherever possible.

Policy Objectives:

- Minimise manual handling risks and prevent musculoskeletal disorders (MSDs).
- Comply with the Safety, Health and Welfare at Work (General Application) Regulations 2007 and guidelines provided by the Health & Safety Authority (HSA).
- Provide comprehensive manual handling training to all relevant employees.

Manual Handling Guidelines:

- Mechanical means must always be used for handling loads where practicable.
- Manual handling tasks must be assessed and designed according to guidance from the "Guide on Prevention and Management of Musculoskeletal Disorders (MSDs)" and Chapter 4, Part 2 of the "General Application Regulations 2007."

Load Limits and Procedures:

- Loads exceeding 25 kg must always be lifted by two operatives.
- The maximum permissible load for a two-person manual lift is 45 kg.
- Loads heavier than 45 kg must be lifted using mechanical aids.

Risk Assessments:

- All tasks requiring two or more people to handle a load manually will require a detailed assessment by a trained assessor. This assessment will consider the task, individual capabilities, load characteristics and environmental conditions.

Employee Training & Communication:

- All employees engaged in manual handling must complete certified manual handling training.
- Regular Toolbox Talks will reinforce manual handling techniques, safety measures and correct procedures.

Personal Protective Equipment (PPE):

- Employees performing manual handling tasks must wear appropriate gloves and steel-toed footwear provided by the company.

Work Environment:

- Work areas must be kept clear, tidy and free from obstacles or trip hazards to ensure safe handling and transportation of loads.

This policy is mandatory for all employees and contractors at Martin Ryan & Sons. It will be reviewed annually or whenever legislative or operational changes require updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.10 - INFORMATION FOR EMPLOYEES POLICY

It is policy of **MARTIN RYAN & SONS** to provide employees with information in a form, manner and language that is reasonably likely to be understood. **MARTIN RYAN & SONS** will provide training which is applicable and provide an interpreter for safety induction if required in the employee's own language.

The Health & Safety Authority's Safe System of Work Plans will be used where applicable to provide information on the hazards, risks and the control measures to be implemented for specific tasks.

1.11 - DIGNITY IN THE WORKPLACE

MARTIN RYAN & SONS commits itself to working together to maintain a workplace environment that encourages and supports the right to dignity at work. All who work at **MARTIN RYAN & SONS** are expected to respect the right of each individual to dignity in their working life. All will be treated equally and respected for their individuality and diversity. Bullying in any format is not accepted by **MARTIN RYAN & SONS** and will not be tolerated.

1.12 - DRIVING FOR WORK POLICY

Martin Ryan & Sons recognises its duty to ensure the health and safety of employees who drive for company-related purposes. The company will fully comply with all relevant legislation and promote best practices to safeguard employees and the public.

Policy Objectives:

- Ensure the safety of employees driving on company business.
- Maintain compliance with relevant road safety and vehicle operation legislation.
- Promote safe and responsible driving practices.

Company Responsibilities:

- Verify that employees driving company vehicles or their own vehicles for work purposes hold valid and appropriate driving licences.
- Ensure all company vehicles are maintained regularly, roadworthy and possess valid test certificates.
- Confirm that personal vehicles used for company business are appropriately maintained, roadworthy and possess valid test certificates.
- Provide clear communication and training on the Driving for Work Policy to all relevant employees.
- Ensure drivers have completed mandatory Driver Certificate of Professional Competence (CPC) training as required by law.
- Ensure drivers transporting dangerous goods have received proper ADR training and hold valid ADR certificates.

Employee Responsibilities:

- Employees must hold a valid driving licence appropriate to the vehicle being driven.
- Employees must report immediately any changes to their driving licence status.
- Employees must ensure personal vehicles used for business purposes are roadworthy, regularly serviced and hold valid test certificates.
- Employees must adhere strictly to all road safety laws, regulations and company-specific safe driving practices.
- Employees must report any driving incidents or accidents that occur while driving on company business immediately to management.
- Employees must complete required Driver CPC training and ADR training as applicable, maintaining valid certification.

Monitoring and Enforcement:

- Regular audits of driving licences, vehicle documentation, Driver CPC and ADR training records.
- Investigation and review of driving-related incidents and implementation of corrective actions where necessary.

Compliance with this policy is mandatory for all employees driving on company business. The policy will be reviewed annually or whenever changes in legislation or operational practices necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.13 – Site Traffic Management Policy

Martin Ryan & Sons is committed to maintaining safe, efficient and orderly traffic management practices on all company sites to protect employees, visitors, contractors and company property.

Policy Objectives:

- Minimise traffic-related risks and prevent accidents or incidents.
- Ensure clear communication of site-specific traffic rules and guidelines.

General Site Traffic Rules:

- **Reverse Parking:**
 - Reverse parking is mandatory at all company office locations to ensure safer exiting.
- **Visitor Management:**
 - All visitors must report immediately to the main office upon arrival.
 - Visitors must park only in designated Martin Ryan & Sons allocated spaces.
- **Site Signage Compliance:**
 - All site signage, including speed limits, directional signs, pedestrian crossings and parking instructions, must be strictly obeyed.
- **Allocated Parking:**
 - Employees, visitors and contractors must only use parking spaces specifically allocated by Martin Ryan & Sons.
- **Pedestrian Safety:**
 - Clearly marked pedestrian walkways must be used at all times.
 - Pedestrians have priority at all marked crossings.
- **Vehicle Movement:**
 - Vehicles must adhere to the posted speed limits and drive carefully, being mindful of pedestrian safety.
 - Unauthorised vehicle movements or access to restricted areas is strictly prohibited.
- **Loading and Unloading:**
 - Loading and unloading activities must only occur in designated areas.
 - Personnel involved in loading/unloading must wear appropriate Personal Protective Equipment (PPE).

Employee and Contractor Responsibilities:

- Employees and contractors must follow all site traffic rules and report any observed hazards immediately.

Monitoring and Enforcement:

- Regular monitoring and enforcement of this policy will occur. Non-compliance will result in disciplinary actions.

This policy applies to all personnel, visitors and contractors at Martin Ryan & Sons sites and will be reviewed annually or whenever operational changes necessitate an update.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.14 – Vehicle & Fleet Management Policy

Martin Ryan & Sons recognises the importance of effective fleet management in ensuring operational safety, efficiency and compliance with international standards and legislation.

Policy Objectives:

- Maintain a safe, reliable and compliant vehicle fleet.
- Ensure compliance with international transport legislation, including vehicle maintenance, documentation and inspections.
- Optimise fleet performance, sustainability and fuel efficiency.

Fleet Management Responsibilities:

- Ensure all company vehicles meet legal, safety and operational standards applicable to international transport.
- Maintain up-to-date documentation for each vehicle, including insurance, registration, roadworthiness certificates and tachograph calibration certificates.
- Ensure compliance with international standards, including ADR for the carriage of dangerous goods and EU vehicle regulations.

Vehicle Maintenance and Inspections:

- Vehicles must undergo regular scheduled maintenance and servicing according to manufacturer guidelines and regulatory requirements.
- Drivers are required to conduct daily vehicle checks (including lights, brakes, tyres, fluid levels and load securing).
- Faults or defects must be immediately reported and rectified before the vehicle returns to operation.

Record Keeping:

- Maintain comprehensive records of vehicle inspections, maintenance, repairs and certifications as required by international transport legislation.
- Regular audits and inspections of these records will be conducted to ensure compliance.

Driver Responsibilities:

- Drivers must perform pre-journey and post-journey vehicle checks and report any issues immediately.
- Drivers must operate vehicles responsibly, adhering strictly to traffic regulations and company-specific rules.

- Ensure cleanliness and proper care of vehicles.

Sustainability and Efficiency:

- Promote practices that enhance fuel efficiency and reduce environmental impact, aligning with the company's sustainability commitments.
- Monitor fleet performance regularly, implementing improvements to reduce fuel usage and emissions.

Monitoring and Enforcement:

- Regular fleet audits and performance assessments will be conducted.
- Non-compliance with this policy may result in disciplinary action.

This policy is mandatory for all Martin Ryan & Sons personnel and will be reviewed annually or sooner as required by operational needs or legislative changes.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons.

1.15 – Tachograph Compliance & Working Hours Policy

Martin Ryan & Sons is committed to full compliance with Tachograph Regulations and Working Time legislation, prioritising driver safety, welfare and legal obligations.

Policy Objectives:

- Ensure drivers adhere strictly to legal requirements regarding driving hours, rest periods and working times.
- Prevent fatigue-related incidents by monitoring and managing driving hours.
- Ensure compliance with relevant tachograph legislation and best practices.

Tachograph Compliance:

- All drivers must correctly use digital or analogue tachographs as required.
- Tachograph records must accurately reflect working hours, rest periods, breaks and driving time.
- Drivers must ensure tachograph equipment is fully operational and report defects immediately.
- Tachograph data will be regularly downloaded, analysed and archived as required by law.
- Drivers must carry their driver card and produce it for inspection upon request by authorised personnel.

Working Hours Compliance:

- Martin Ryan & Sons adheres strictly to the Organisation of Working Time Act, 1997 and the Safety, Health and Welfare at Work (General Application) Regulations, 2007.
- Employees' average working week will not exceed the statutory maximum of 48 hours.

Martin Ryan & Sons Safety Statement

- Rest periods, maximum working hours, holiday entitlements and risk-sensitive tasks will comply fully with statutory requirements.
- Site-specific hours of work will be clearly communicated and strictly observed.

Responsibilities:

- **Management:** Ensure effective monitoring and compliance with tachograph and working hours legislation. Conduct regular audits and provide training as necessary.
- **Drivers:** Adhere strictly to tachograph and working hours requirements, report equipment malfunctions promptly and participate in training provided.

Monitoring and Enforcement:

- Regular analysis of tachograph records.
- Periodic reviews of compliance with working hours legislation.
- Disciplinary action will be taken for non-compliance with this policy, potentially including suspension or dismissal.

Compliance with this policy is mandatory for all Martin Ryan & Sons employees. The policy will be reviewed annually or whenever legislative or operational changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.16 – Load Securing & Overloading Prevention Policy

Martin Ryan & Sons is committed to ensuring that all loads transported by our fleet are securely loaded and compliant with legal weight restrictions. This ensures safety for drivers, other road users and the public.

Policy Objectives:

- Prevent incidents and accidents resulting from improperly secured or overloaded vehicles.
- Maintain compliance with road safety and vehicle load regulations.

Load Securing Guidelines:

- All loads must be secured according to best practice guidelines and relevant legislation.
- Drivers and loading staff must ensure loads are securely fastened to prevent shifting, falling, or causing instability during transit.
- Martin Ryan & Sons drivers will undergo certified Load Cargo Securing training, refreshed every three years.
- Appropriate load securing equipment (straps, chains, nets, etc.) must always be used and regularly inspected for safety and suitability.

Overloading Prevention:

Martin Ryan & Sons Safety Statement

- All vehicles must be loaded within their specified legal and manufacturer-defined weight limits.
- Drivers and loading staff must verify the vehicle's total weight and axle loads, using approved weighing facilities where necessary.
- Overloaded vehicles must not depart until excess weight is removed.

Responsibilities:

- **Management:** Provide training, resources and equipment for safe loading and securing procedures.
- **Drivers:** Confirm loads are securely fastened, evenly distributed and within legal weight limits before departure. Report issues immediately to management.
- **Loading Personnel:** Ensure compliance with load security and weight restrictions during loading.

Monitoring and Enforcement:

- Regular audits and checks of load securing practices and compliance with weight limits.
- Immediate corrective actions for any identified non-compliance.
- Non-compliance may result in disciplinary action.

Compliance with this policy is mandatory for all Martin Ryan & Sons personnel. This policy will be reviewed annually or when operational or legislative changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.17 – Fuel Efficiency & Emissions Reduction Policy

Martin Ryan & Sons recognises the environmental impacts associated with fuel consumption and vehicle emissions. We are committed to continually improving fuel efficiency, reducing emissions and promoting sustainable transport solutions.

Policy Objectives:

- Improve fuel efficiency across the fleet.
- Reduce emissions through sustainable fuel usage.
- Promote responsible driving practices and regular vehicle maintenance.

Fuel Efficiency Practices:

- Regularly monitor fleet fuel consumption to identify opportunities for efficiency improvements.
- Provide driver training and awareness on eco-driving techniques to optimise fuel use.

Use of Sustainable Fuels:

- The company will prioritise the use of sustainable fuels particularly in Heavy Goods Vehicles (HGVs), to substantially reduce greenhouse gas emissions.
- Regular reviews will be conducted to explore further opportunities for expanding sustainable fuel usage.

Vehicle Maintenance & Technology:

- Ensure regular maintenance and servicing of vehicles to optimise performance and efficiency.
- Adopt fuel-efficient technologies and innovations when updating the fleet.

Driver Responsibilities:

- Adhere to eco-driving practices provided through company training.
- Regularly monitor vehicle condition and report any efficiency issues promptly.

Management Responsibilities:

- Provide training and resources to support fuel efficiency initiatives.
- Regularly evaluate fuel efficiency performance and emissions data.
- Commit resources to expand the use of sustainable fuels.

Monitoring & Compliance:

- Regular monitoring and reporting of fuel consumption and emissions.
- Continuous review and improvements in practices to achieve emission reduction targets.

This policy applies to all Martin Ryan & Sons employees and operations. It will be reviewed annually or whenever operational or legislative changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.18 – Mobile Device Usage While Driving Policy

Martin Ryan & Sons recognises the risks associated with mobile phone use while driving and is committed to maintaining the highest standards of road safety for our drivers, employees, contractors and the general public.

Policy Objectives:

- Eliminate the risk associated with using mobile devices while driving.
- Ensure compliance with road safety legislation and best practice guidelines.

Policy Rules:

- Employees and drivers must not use mobile phones while driving, irrespective of whether the vehicle is equipped with a hands-free device.

Martin Ryan & Sons Safety Statement

- Drivers must safely pull over and park before making or receiving calls. This must be done safely and without creating hazards to other road users.
- Walking and using mobile phones simultaneously on company sites is strictly prohibited.
- Drivers must stop the vehicle safely and securely before using any mobile device.

Safe Usage Guidelines:

- Drivers must pull over in a safe, legal and secure location before making or answering a phone call.
- Employees are encouraged to utilise phone functions such as call diversion, voicemail, or messaging services while driving.
- Walking and talking on mobile devices at Martin Ryan & Sons premises is strictly prohibited to prevent accidents.

Enforcement:

- Breach of this policy may result in disciplinary action, including potential suspension or dismissal.

Employee Responsibilities:

- Comply fully with this policy at all times.
- Immediately report any incidents related to mobile device use while driving.

Martin Ryan & Sons mandates full compliance with this policy from all employees and contractors. The policy will be reviewed annually or whenever legislative or operational changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.19 - Emergency Preparedness & Response Plan (Including Fire, First Aid, Evacuation, Vehicle Accidents, Hazardous Spills)

Martin Ryan & Sons recognises the critical importance of effective emergency preparedness to safeguard employees, contractors, visitors and assets. The company will maintain comprehensive emergency plans and ensure personnel are trained and prepared to respond decisively and effectively.

Scope: This policy covers fire safety, first aid, emergency evacuation, vehicle accidents, hazardous spills and other foreseeable incidents.

Policy Objectives:

- Minimise harm to personnel, the public and the environment.
- Ensure rapid and effective responses to emergencies.
- Regularly review and improve emergency procedures.

Emergency Preparedness:

- Maintain appropriate staffing levels, training personnel to comply with Health, Safety & Environmental legislation.
- Conduct localised emergency planning exercises tailored to specific site risks.
- Ensure all employees and contractors receive emergency response training, including alarms, evacuation procedures, assembly points and emergency equipment locations.

Emergency Procedures:

- Clearly document and prominently display site-specific emergency response plans.
- Assign designated personnel responsible for contacting emergency services.
- Maintain clearly signposted sites, emergency folders at strategic locations and accurate site maps.
- Implement and regularly test roll call systems to account for all personnel during emergencies.

First Aid Facilities:

- Provide sufficient first aid equipment, supplies and trained first aiders at all work locations.
- First aiders must assess injuries promptly, provide initial treatment and arrange professional medical care as needed.

Fire Safety Procedures:

Upon discovery of fire:

1. Raise the alarm immediately.
2. Switch off electrical equipment and close doors if safe.
3. Evacuate promptly to designated assembly points.
4. Conduct roll calls and await clearance before re-entering.

Fire Safety Requirements:

- Clearly marked and accessible fire extinguishers of appropriate types.
- Regular inspections and maintenance of firefighting equipment.
- Clear escape routes and unobstructed access to fire safety points.

Hazardous Materials and Spill Response:

- Maintain appropriate spill containment kits and response protocols.
- Train personnel to safely manage spills and promptly report incidents.

Vehicle Accidents & Road Emergencies:

- Provide clear procedures for managing vehicle-related incidents, including immediate reporting, securing accident scenes and liaising with emergency services.

Post-Emergency Procedures:

Martin Ryan & Sons Safety Statement

- Maintain accident scenes undisturbed for investigations, where safe and possible.
- Complete thorough investigations to identify root causes and implement corrective actions.

Employee and Contractor Responsibilities:

- Follow all emergency procedures and participate actively in drills and training.
- Immediately report unsafe conditions or emergencies to supervisors.

This policy is to be reviewed annually or whenever operational or legislative changes necessitate an update.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.20 - Hazardous Substances Handling Policy

Martin Ryan & Sons recognises the significant risks associated with transporting and handling hazardous substances. We are fully committed to maintaining the highest standards of safety, compliance and environmental responsibility in all aspects of hazardous substance management.

Policy Objectives:

- Ensure safe handling, storage and transportation of hazardous substances.
- Comply fully with ADR regulations and relevant legislation.
- Protect employees, the public and the environment from hazardous substance risks.

Training and Competency:

- All drivers transporting hazardous substances must have valid ADR training and certification.
- ADR training will be regularly refreshed and compliance strictly monitored.

Handling and Transportation:

- All hazardous substances must be handled, transported and stored in strict accordance with ADR regulations.
- Vehicles used for transporting hazardous substances must meet specific ADR requirements and be regularly inspected and maintained.

Emergency Preparedness:

- Clear emergency procedures will be in place to respond effectively to hazardous substance incidents.
- Spill response kits and relevant emergency equipment will be readily available in all vehicles transporting hazardous materials.

Documentation and Record-Keeping:

Martin Ryan & Sons Safety Statement

- Accurate records of all hazardous substances handled, transported and stored will be maintained.
- Safety Data Sheets (SDS) and relevant ADR documentation will accompany all hazardous substance shipments.

Employee Responsibilities:

- Adhere strictly to safety protocols for hazardous substance handling.
- Immediately report any incidents, spills, or unsafe conditions.

Management Responsibilities:

- Provide ongoing ADR training and resources for staff.
- Ensure full compliance with ADR and hazardous substance legislation.
- Regularly audit and review hazardous substance handling practices.

Monitoring and Compliance:

- Regular audits to ensure adherence to ADR regulations and this policy.
- Immediate corrective actions to address any non-compliance issues.

This policy is mandatory for all Martin Ryan & Sons personnel involved with hazardous substances. It will be reviewed annually or sooner in response to legislative or operational changes.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.21 - Smoking & Vaping Policy

Martin Ryan & Sons recognises the significant health risks associated with second-hand smoke and vapour. The company is committed to providing a safe, smoke-free and vape-free working environment for all employees, contractors, customers and visitors.

Policy Objectives:

- Protect all individuals from exposure to second-hand smoke and vapour.
- Ensure compliance with all relevant smoking and vaping legislation.
- Maintain a safe, clean and healthy work environment.

Policy Guidelines:

- Smoking and vaping are strictly prohibited in all company workplaces. This includes, but is not limited to:
 - All company offices and enclosed workplaces
 - Site cabins and containers
 - Canteens and communal areas

- All company vehicles
- There are no exceptions to this rule.

Implementation:

- Overall responsibility for implementing this policy rests with site and workplace managers.
- All staff members, contractors, visitors and consultants have a responsibility to adhere to and facilitate enforcement of this policy.

Enforcement and Non-compliance:

- Infringements of this policy by employees will initially be addressed through the company's disciplinary procedures.
- Employees, contractors, consultants, customers, or visitors who violate the law regarding smoking in workplaces may also be subject to legal prosecution.

Support for Smoking Cessation:

- Information and assistance on quitting smoking are available through the National Smokers' Quitline at call save 1850 201203.

This policy is mandatory for all employees, contractors, consultants, customers and visitors to Martin Ryan & Sons' workplaces. It will be reviewed annually or whenever legislative or operational changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.22 - Drugs & Alcohol Policy

Martin Ryan & Sons is committed to ensuring, as far as reasonably practicable, the health, safety and welfare of all employees, contractors and others at our workplaces. We recognise that misuse of alcohol or drugs poses significant risks to individual safety, workplace safety, health and overall performance.

Policy Objectives:

- Maintain a workplace free from the influence of alcohol or drugs.
- Protect the safety, health and welfare of all employees and third parties.
- Provide support and guidance for employees experiencing issues related to alcohol or drug misuse.

Prohibited Conduct:

Martin Ryan & Sons Safety Statement

- Employees, subcontractors, or any individuals must not report for work or remain at work under the influence of alcohol or any drugs (including prescribed medications) that impair their ability to work safely.
- Illegal substances or drugs not prescribed by a registered medical practitioner must never be brought onto company premises or workplaces.

Medication:

- Employees taking prescribed or over-the-counter medications that may impair performance must notify their supervisor before commencing work.
- Supervisors must consider this information in risk assessments and task allocations.

Policy Regarding Infringement:

- Martin Ryan & Sons reserves the right to remove and suspend any employee suspected of being under the influence of alcohol or drugs, pending further investigation.
- Employees found to be in breach of this policy may face disciplinary action, including dismissal for gross misconduct.

Support for Employees:

- Martin Ryan & Sons prioritises support over penalties for employees who voluntarily disclose a problem related to alcohol or drugs.
- Employees who seek assistance will be treated sympathetically and provided with support, resources, or guidance wherever reasonably practicable.

Employee Responsibilities:

- Comply fully with this policy and immediately report any related concerns to management.
- Inform supervisors of any medication usage that could affect safety or performance.

Management Responsibilities:

- Enforce this policy fairly, consistently and sensitively.
- Provide support and appropriate resources for employees experiencing alcohol or drug-related issues.
- Maintain confidentiality throughout any investigation or support process.

Monitoring and Enforcement:

- Regular monitoring and audits will ensure compliance with this policy.
- Immediate corrective and disciplinary actions will be taken against any breaches.

This policy applies to all Martin Ryan & Sons employees, subcontractors and visitors. It will be reviewed annually or whenever operational or legislative changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.23 - Lone & Remote Working Safety Policy

Martin Ryan & Sons recognises the unique risks associated with lone and remote working and is committed to safeguarding employees who operate in these circumstances.

Policy Objectives:

- Ensure the health, safety and welfare of lone and remote workers.
- Identify, manage and mitigate risks associated with working alone or remotely.
- Provide clear procedures and communication protocols to enhance safety.

Risk Assessment and Management:

- Conduct comprehensive risk assessments for tasks requiring employees to work alone or in remote locations.
- Identify suitable control measures and implement appropriate communication and monitoring arrangements.

Safety Measures for Lone and Remote Workers:

- Employees must maintain regular communication with supervisors, particularly when travelling or working remotely.
- Appropriate technology (mobile phones, tracking devices, or alarms) must be provided and used to facilitate communication and safety monitoring.
- Employees must inform supervisors of their work plans, locations and estimated return times.
- A system of regular check-ins will be implemented to ensure worker safety and rapid response if contact is lost.

Employee Responsibilities:

- Follow established communication protocols and check-in procedures.
- Report any risks or safety concerns immediately.
- Use provided safety equipment and adhere to agreed working practices.

Training:

- Provide comprehensive training and guidance for lone and remote working practices and emergency response procedures.

Emergency Procedures:

- Clearly defined emergency response procedures must be in place and communicated to all lone and remote workers.
- Workers must be trained to handle emergencies effectively, including the provision of appropriate emergency equipment and first aid supplies.

Monitoring and Enforcement:

- Regular monitoring of compliance with this policy.
- Investigation of any incidents or breaches, with corrective action implemented promptly.

Compliance with this policy is mandatory for all employees engaged in lone or remote working activities. This policy will be reviewed annually or whenever operational or legislative changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.24 - Respect & Dignity at Work Policy (includes Bullying, Harassment, Discrimination, Equality)

Martin Ryan & Sons is committed to fostering a workplace environment that promotes dignity, respect and equality for all employees, contractors and visitors. The company will not tolerate bullying, harassment, discrimination, or any behaviour undermining the dignity and well-being of any individual.

Policy Objectives:

- Ensure a workplace free from bullying, harassment, discrimination and disrespect.
- Promote equality, diversity and respect for individual differences.
- Provide clear procedures for addressing complaints and concerns regarding workplace dignity.

Principles:

- All employees have the right to be treated fairly, respectfully and with dignity.
- The diversity of all individuals must be respected and valued.
- Bullying, harassment, discrimination, or intimidation in any form is strictly prohibited.

Definitions:

- **Bullying:** Repeated inappropriate behaviour (physical, verbal, or psychological) directed towards one or more employees, causing distress or negatively impacting their work.
- **Harassment:** Unwanted conduct related to gender, civil status, family status, sexual orientation, religion, age, disability, race, or membership of the traveller community, creating an intimidating, hostile, or offensive working environment.
- **Discrimination:** Treating someone unfavourably based on protected characteristics such as gender, age, race, religion, disability, or sexual orientation.

Employee Responsibilities:

- Employees must treat each other with respect and dignity, promoting an inclusive work environment.

Martin Ryan & Sons Safety Statement

- Report any incidents of bullying, harassment, or discrimination immediately to a supervisor or management.

Company Responsibilities:

- Actively promote and enforce this policy.
- Investigate promptly and confidentially all reported incidents and complaints.
- Provide training to enhance understanding and prevention of bullying, harassment, discrimination and disrespectful behaviour.

Complaint Procedure:

- Complaints will be handled promptly, confidentially and impartially.
- A clear, fair and transparent investigation will follow any allegation.
- Appropriate corrective action will be taken against anyone found violating this policy.

Enforcement:

- Non-compliance with this policy may result in disciplinary action, potentially including suspension or dismissal.

Martin Ryan & Sons expects the full cooperation and support of all employees and stakeholders in creating and maintaining a respectful and inclusive workplace.

This policy will be reviewed annually or whenever legislative or operational changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.25 - Workplace Health Promotion & Wellbeing Policy (includes Mental Health and Stress Management)

Martin Ryan & Sons is committed to creating a supportive workplace environment that promotes employee health, wellbeing and mental wellness. We aim to proactively manage workplace stress and support mental health initiatives, fostering a healthy and positive work environment.

Policy Objectives:

- Promote mental health awareness and a supportive workplace culture.
- Minimise workplace stress and provide effective support mechanisms.
- Encourage open communication regarding health, wellbeing and stress-related concerns.

Mental Health & Stress Management:

- Employees experiencing stress or mental health concerns are encouraged to confidentially discuss their situation initially with their supervisor or manager.

Martin Ryan & Sons Safety Statement

- Supervisors will sensitively assess work conditions and responsibilities to identify improvements or adjustments aimed at reducing stress or improving mental wellbeing.
- Martin Ryan & Sons will actively support mental health initiatives and provide resources for employees, promoting awareness and understanding across the workforce.

Workplace Environment:

- The company is dedicated to providing reasonable working conditions, fostering a positive and supportive atmosphere and ensuring all employees feel valued and supported.

Support and Resources:

- Employees are encouraged to make use of company resources and external supports provided for mental health and stress management.
- Information on support services and assistance programmes will be regularly communicated to all employees.

Grievance Procedure:

- If an employee finds initial management support ineffective or inappropriate, they should follow the formal company grievance procedure.
- Martin Ryan & Sons is committed to handling all grievances sensitively, confidentially and promptly.

Employee Responsibilities:

- Employees are encouraged to actively participate in wellbeing initiatives and openly communicate any health or wellbeing concerns to management.

Management Responsibilities:

- Management must respond promptly and supportively to all health and wellbeing concerns raised by employees.
- Regularly review and adapt workplace practices to ensure ongoing support for employee wellbeing.

Monitoring and Review:

- Regular reviews will ensure this policy remains effective, with adjustments made as necessary based on employee feedback and emerging best practices.

This policy applies to all employees at Martin Ryan & Sons and will be reviewed annually or as required by operational or legislative changes.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.26 - Organisation of Working Time Policy

Martin Ryan & Sons is committed to complying fully with the Organisation of Working Time Act, 1997 and the Safety, Health and Welfare at Work (General Application) Regulations, 2007. The company recognises the importance of regulated working hours and adequate rest periods to ensure employee health, safety and welfare.

Policy Objectives:

- Ensure full compliance with Irish working time legislation.
- Promote employee well-being through appropriate working hours and rest periods.
- Reduce risks associated with fatigue and excessive working hours.

Working Hours and Rest Periods:

- Employees' average working hours will not exceed 48 hours per week, calculated over an appropriate reference period as defined by legislation.
- Employees are entitled to statutory rest breaks, daily and weekly rest periods and annual leave in accordance with the Organisation of Working Time Act, 1997.
- Site-specific working hours will be clearly communicated, ensuring compliance with all legal requirements.

Employee Responsibilities:

- Employees must accurately record and report working hours and breaks taken.
- Employees must notify management immediately if they feel their working hours or rest breaks do not comply with this policy or legislation.

Management Responsibilities:

- Ensure working schedules and rosters comply fully with legislative requirements.
- Regularly monitor employees' working hours to prevent excessive hours and ensure adequate rest periods are taken.
- Take prompt corrective action to address any non-compliance issues or concerns raised by employees.

Monitoring and Enforcement:

- Regular reviews and audits of working hours and rest periods to ensure compliance.
- Non-compliance with this policy may lead to disciplinary action.

This policy applies to all Martin Ryan & Sons employees and will be reviewed annually or whenever operational or legislative changes necessitate an update.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.27 - Personal Protective Equipment (PPE) Policy

Martin Ryan & Sons recognises its statutory responsibility under health and safety legislation to provide employees and contractors with appropriate Personal Protective Equipment (PPE) as the last line of defence against workplace hazards.

Policy Principles:

- PPE will only be used after all practical steps have been taken to eliminate or control risks at the source.
- PPE is the last line of defence, not the first.

Provision of PPE:

- Martin Ryan & Sons will provide employees with safety boots once annually or equivalent monetary compensation. Boots may be replaced during the year if proven faulty or damaged beyond repair through work-related activities.
- The company will provide safety equipment such as safety glasses, gloves, ear protection, high-visibility vests or coats free of charge. Equipment will be replaced on a new-for-old basis.
- Employees must sign for PPE upon issue and wear it strictly as directed.

Employee Responsibilities:

- Employees are legally required to use PPE properly and maintain it in good condition.
- Any misuse or neglect of PPE will result in disciplinary actions, potentially including suspension or immediate dismissal.

General Rules and Guidelines:

- All employees must wear specified PPE when working in areas or tasks identified as requiring such protection.
- Visitors, suppliers and members of the public must wear appropriate PPE in designated areas.
- Employees and subcontractors must wear suitable work clothing, loose clothing is strictly prohibited.
- Safety boots provided or their approved equivalent must be worn on all company sites—no exceptions.
- Eye protection must be worn to protect against identified hazards.
- Hearing protection will be provided from company stores and must be used as required or requested.
- Task-specific safety gloves must be worn for handling materials posing injury risks such as cuts, burns, or chemical exposure.
- Appropriate Respiratory Protective Equipment (RPE) will be provided and used as indicated in relevant method statements and risk assessments.
- PPE must always be worn without exception, even for short-duration tasks.

Full compliance with this policy is mandatory for all personnel.

This policy will be reviewed annually or whenever legislative or operational changes necessitate an update.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.28 - Work Equipment Maintenance & Inspection Policy (includes PAT Testing, Lifting Equipment, LOTO Procedures)

Martin Ryan & Sons recognises the importance of maintaining safe, functional and compliant equipment to ensure workplace safety and prevent incidents.

Policy Objectives:

- Ensure regular inspection, testing and maintenance of all plant and equipment.
- Ensure compliance with all statutory inspection requirements, including PAT testing, lifting equipment inspections and Lockout/Tagout (LOTO) procedures.
- Prevent incidents due to equipment failure or unsafe operation.

Maintenance and Inspection Procedures:

- All plant and equipment will undergo annual inspections and maintenance unless specified otherwise by manufacturers or regulatory requirements.
- Equipment requiring statutory inspections (such as lifting equipment and electrical appliances) will comply strictly with legislation and industry guidelines.
- All portable electrical equipment (PAT) will be tested annually by competent personnel.
- Lifting equipment will be regularly inspected and certified in compliance with statutory requirements.

Pre-Use Equipment Checks:

- All users of plant and equipment must perform pre-use checks to ensure items are safe and fit for purpose.
- Records of these checks must be maintained and reported promptly to management if defects are identified.

Lockout/Tagout (LOTO):

- Clear LOTO procedures will be in place and strictly enforced whenever equipment is serviced, repaired, or maintained.
- Employees involved in equipment maintenance will receive specific training in LOTO procedures.

Defective Equipment:

- Any plant or equipment found defective during inspections or pre-use checks must either be immediately removed from service or clearly tagged for restricted use until fully repaired.

Martin Ryan & Sons Safety Statement

- All defects must be reported immediately to supervisors or management.

Responsibilities:

- **Management:** Ensure effective systems are in place for the inspection, maintenance and safe use of equipment.
- **Supervisors:** Ensure regular inspection, maintenance and proper record keeping. Oversee corrective actions.
- **Employees:** Conduct pre-use inspections, report defects immediately and adhere strictly to safe equipment usage guidelines.

Training:

- Employees will be trained in correct procedures for equipment checks, PAT testing awareness, lifting equipment safety and LOTO procedures as required.

Monitoring and Compliance:

- Regular audits and inspections will ensure compliance with this policy.
- Non-compliance may result in disciplinary actions.

Compliance with this policy is mandatory for all personnel. This policy will be reviewed annually or as required by legislative or operational changes.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.29 - Consultation, Feedback & Reporting Unsafe Conditions Policy

Martin Ryan & Sons is committed to fostering a proactive safety culture through effective employee consultation, transparent feedback mechanisms and prompt reporting of unsafe conditions to prevent accidents, incidents, or workplace harm.

Policy Objectives:

- Promote open communication and active consultation regarding health, safety and environmental issues.
- Encourage proactive identification and timely reporting of unsafe conditions or hazards.
- Ensure prompt action on reported safety concerns and employee feedback.

Consultation and Feedback:

- Regular, structured consultation will be held with employees, safety representatives and subcontractors regarding workplace safety and health issues.
- Employees are actively encouraged to provide feedback and suggestions for improving safety and working conditions.
- Consultation and communication will be clear, transparent and in a language that employees can fully understand.

Reporting Unsafe Conditions:

- Employees must immediately report any unsafe conditions, hazards, or potential risks to their supervisors or site management.
- Reporting systems will be straightforward, accessible and well-communicated to all personnel.
- Management will respond promptly and appropriately to all reports of unsafe conditions, ensuring hazards are controlled or eliminated.

Employee Responsibilities:

- Actively participate in safety consultations, meetings and training.
- Promptly report any unsafe conditions or practices encountered in the workplace.

Management Responsibilities:

- Provide regular opportunities for consultation and meaningful employee engagement.
- Encourage, acknowledge and act on employee feedback and reports of unsafe conditions.
- Communicate clearly and transparently about actions taken regarding safety issues raised by employees.

Monitoring and Compliance:

- Regular audits will be conducted to ensure compliance with reporting and consultation procedures.
- Immediate corrective action and follow-up on reported unsafe conditions will be ensured.

Compliance with this policy is mandatory for all employees and subcontractors at Martin Ryan & Sons. This policy will be reviewed annually or whenever operational or legislative changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.30 - Employee Training, Competency & Engagement Policy (includes Induction, Toolbox Talks, Training, Competency Assessments)

Martin Ryan & Sons is committed to providing comprehensive training, clear communication and ongoing engagement to ensure all employees have the knowledge, skills and resources to work safely and effectively.

Policy Objectives:

- Ensure employee competency through targeted induction and ongoing training.
- Promote continuous communication and consultation on safety, health and environmental matters.
- Engage employees actively in maintaining a safe and healthy workplace.

Employee Information and Communication:

- Martin Ryan & Sons will provide employees with all essential information clearly, effectively and in a language and manner that can be easily understood.
- Interpretation services will be made available when necessary for safety inductions and other critical safety training.

Employee Consultation:

- Consultation between management and employees is a statutory requirement under the Safety, Health and Welfare at Work Act, 2005 and the General Application Regulations 2007.
- Employees will be actively consulted on safety, health and welfare matters, allowing for effective participation in safety improvements.
- Employee representatives and Safety Representatives will be engaged proactively to maintain open and effective communication channels.

Training and Competency:

- Employees will receive ongoing, tailored training relevant to their specific roles, tasks and operational environments.
- Training programmes will be practical, relevant and conducted regularly, including induction training, toolbox talks, refresher training and competency assessments.

Induction Program:

All employees will complete an induction program covering:

- Company Health, Safety and Environment Policy awareness.
- Risks associated with their roles, preventive measures and required Personal Protective Equipment (PPE).
- Workplace rules, emergency procedures, welfare facilities and first aid.
- Responsibilities concerning safety, attendance, reporting procedures and disciplinary rules.

Toolbox/Safety Talks:

- Regular toolbox talks addressing specific operational hazards, safety updates and relevant topics will be provided to reinforce safety awareness.
- Small-group training will be conducted at intervals throughout the year, tailored to specific tasks and employee needs.

Management Responsibilities:

- Ensure employees and subcontractors receive necessary training to safely perform their tasks.
- Regularly document all provided training, competency assessments and refresher sessions.
- Provide ongoing support, supervision and monitoring to ensure training effectiveness.

Employee Responsibilities:

Martin Ryan & Sons Safety Statement

- Engage actively in all required training and induction programmes.
- Adhere strictly to company policies and safety guidelines.
- Report safety concerns or gaps in training immediately to supervisors.

Monitoring and Enforcement:

- Regular audits to ensure compliance with training requirements.
- Immediate corrective actions and further training to address any non-compliance.

This policy applies to all employees and subcontractors at Martin Ryan & Sons and will be reviewed annually or sooner if required by legislative or operational changes.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.31 - Office & General Workplace Safety Policy (includes Ergonomics, Apprentice/New Employee Safety)

Martin Ryan & Sons is committed to providing a safe and healthy working environment for all employees, contractors, visitors, apprentices and new or young employees. This commitment includes particular attention to ergonomics, workplace safety and thorough induction for new or vulnerable employees.

Policy Objectives:

- Maintain a safe, healthy and ergonomically sound workplace.
- Protect new, young and vulnerable employees from workplace hazards.
- Ensure compliance with all relevant workplace health and safety legislation.

General Workplace Safety:

- All employees and visitors must adhere strictly to company safety guidelines and site rules.
- Regular workplace inspections will be carried out to identify and eliminate potential hazards.
- Immediate reporting of unsafe conditions, practices, or incidents is mandatory.

Ergonomics:

- Workstations will be ergonomically assessed and set up to prevent musculoskeletal injuries.
- Employees will receive training on correct workstation setup, posture and ergonomic practices.
- Regular ergonomic assessments and adjustments will be conducted as needed.

Apprentice, New Employee and Vulnerable Worker Safety:

Martin Ryan & Sons Safety Statement

- Martin Ryan & Sons recognises the increased risks faced by new employees, apprentices, non-English speakers and young workers.
- Comprehensive induction programmes will be provided to clearly communicate safety expectations, potential hazards, emergency procedures and safe work practices.
- New employees and apprentices will be supervised closely and supported by experienced staff until they demonstrate competency and understanding of workplace hazards.
- Communication and training will be adjusted for non-English speakers, ensuring clear understanding and effective implementation of safety practices.

Employee Responsibilities:

- Follow all safety guidelines and training provided.
- Report any unsafe conditions or incidents immediately.

Management Responsibilities:

- Provide ongoing training, resources and support to maintain workplace safety.
- Ensure effective communication of safety practices to all employees, especially those new or vulnerable.
- Regularly review and update safety practices and procedures.

Monitoring and Enforcement:

- Regular audits, inspections and assessments will ensure compliance.
- Non-compliance with safety guidelines may result in disciplinary action.

Compliance with this policy is mandatory for all employees, apprentices, contractors and visitors at Martin Ryan & Sons. This policy will be reviewed annually or when operational or legislative changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.32 - Pregnant & Vulnerable Workers Policy

Martin Ryan & Sons is committed to safeguarding the health, safety and wellbeing of pregnant employees and other vulnerable workers. The company recognises its duty to accommodate and protect these employees from workplace hazards and risks.

Policy Objectives:

- Ensure a safe and supportive working environment for pregnant employees and vulnerable workers.
- Comply fully with legislative requirements and best practices.
- Provide reasonable accommodations to support employee health and wellbeing.

Risk Assessments:

Martin Ryan & Sons Safety Statement

- Upon notification of pregnancy or identification of vulnerability, an immediate risk assessment will be conducted to identify potential workplace hazards.
- Risk assessments will be regularly reviewed and adjusted as needed throughout the duration of pregnancy or period of vulnerability.

Workplace Adjustments:

- Where potential risks are identified, Martin Ryan & Sons will make reasonable workplace adjustments to eliminate or significantly reduce risk.
- Adjustments may include alternative duties, changes in working hours, provision of additional breaks, or relocation to a safer working environment.

Employee Responsibilities:

- Employees should inform management as soon as they become aware of their pregnancy or any condition making them vulnerable in the workplace.
- Employees must cooperate fully with the risk assessment process and adhere to agreed adjustments.

Management Responsibilities:

- Conduct timely and thorough risk assessments and implement necessary workplace adjustments promptly.
- Provide ongoing monitoring and support to pregnant employees and vulnerable workers.
- Maintain confidentiality and sensitivity in managing these matters.

Monitoring and Compliance:

- Regular reviews of workplace adjustments and conditions to ensure continued suitability and safety.
- Immediate corrective action to address any new risks or concerns identified.

Compliance with this policy is mandatory for all employees and management. This policy will be reviewed annually or sooner in response to operational or legislative changes.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.33 - Visitor & Site Access Safety Policy

Martin Ryan & Sons is committed to ensuring the safety and well-being of all visitors and personnel entering company premises and operational sites. Effective management of site access and visitor safety is critical to preventing accidents and maintaining compliance with health and safety regulations.

Policy Objectives:

- Ensure safe, secure and controlled access to company premises and operational sites.

Martin Ryan & Sons Safety Statement

- Protect visitors and personnel from potential workplace hazards.
- Ensure compliance with health and safety legislation and company safety rules.

Site Access Requirements:

- All visitors must report immediately to the designated reception area or site office upon arrival.
- Visitors must clearly identify themselves and state the purpose of their visit.
- Visitors will be issued identification badges or visitor passes, which must be visible at all times while on-site.

Visitor Responsibilities:

- Visitors must comply fully with Martin Ryan & Sons safety policies, rules and site instructions.
- Visitors must always be escorted or directed by an authorised company representative while on-site.
- Visitors must wear appropriate Personal Protective Equipment (PPE) as required by the area or activity they are involved in or visiting.
- Any observed hazards or unsafe conditions must be reported immediately to a site representative.

Site Safety Information and Inductions:

- All visitors will receive a brief site induction covering essential safety information, emergency procedures and site-specific rules.
- Visitors will be informed about potential hazards and instructed on necessary precautions to maintain personal safety.

Restricted Areas:

- Visitors must not enter restricted areas unless specifically authorised and accompanied by a company representative.
- Clear signage will indicate all restricted areas.

Management Responsibilities:

- Ensure all visitors are provided with adequate information and supervision during their visit.
- Regularly review and update site access and visitor management procedures.
- Immediately address any visitor-related safety concerns or incidents.

Monitoring and Enforcement:

- Regular audits to ensure visitor compliance with site safety rules.
- Non-compliance may result in visitors being asked to leave the premises immediately.

Compliance with this policy is mandatory for all visitors and personnel accessing Martin Ryan & Sons premises and sites. This policy will be reviewed annually or whenever operational or legislative changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.34 - Contractor & Supplier Safety Management Policy

Martin Ryan & Sons recognises the critical importance of managing safety effectively when engaging with contractors and suppliers. The company is committed to ensuring all contractors and suppliers maintain safety standards in line with company policies, regulatory obligations and industry's best practices.

Policy Objectives:

- Ensure the safety and compliance of all contractors and suppliers on company premises or involved in company operations.
- Clearly communicate and enforce Martin Ryan & Sons safety standards.
- Maintain regulatory compliance and mitigate associated risks.

Requirements for Contractors and Suppliers:

- All contractors and suppliers must comply fully with Martin Ryan & Sons Health and Safety Policy and associated procedures.
- Contractors and suppliers must provide documentation proving adequate training, competency, insurance and adherence to regulatory requirements before commencing work.
- Contractors must submit detailed safety documentation, including Risk Assessments, Method Statements and Safety Statements as applicable to their activities.

Management Responsibilities:

- Clearly communicate company safety requirements to contractors and suppliers prior to engagement.
- Evaluate and monitor contractor and supplier safety performance through regular audits and inspections.
- Provide induction and relevant site-specific safety information to contractors and suppliers.
- Immediately address non-compliance and implement corrective actions promptly.

Contractor & Supplier Responsibilities:

- Adhere strictly to Martin Ryan & Sons Health & Safety rules, site-specific requirements and legal obligations.
- Provide appropriate supervision and safety training for their employees.
- Promptly report any incidents, near misses, or unsafe conditions encountered while on Martin Ryan & Sons premises or during operations.

Monitoring and Enforcement:

Martin Ryan & Sons Safety Statement

- Regular audits and inspections of contractor and supplier activities.
- Immediate corrective actions to rectify non-compliance issues.
- Non-compliance with safety requirements may result in suspension or termination of contracts.

Compliance with this policy is mandatory for all contractors, suppliers and employees associated with Martin Ryan & Sons. This policy will be reviewed annually or whenever operational or legislative changes necessitate updates.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

1.35 - Asbestos Management & Control Policy

Policy Statement: Martin Ryan & Sons is committed to ensuring the safe management of asbestos-containing materials (ACMs) in compliance with the **Safety, Health & Welfare at Work Act 2005** and the **Safety, Health and Welfare at Work (Exposure to Asbestos) Regulations 2006 & 2010**. This policy outlines the procedures for the identification, risk assessment, and control of asbestos hazards within our premises.

Objectives:

- Identify and assess the presence of asbestos at all company locations.
- Implement strict control measures to prevent exposure to airborne asbestos fibres.
- Ensure compliance with all relevant legislation and guidance, including the **HSA Practical Guidelines on ACM Management and Abatement**.
- Provide appropriate training, information, and protective equipment to employees and contractors.

Procedures:

- 1. Identification & Risk Assessment:**
 - Conduct surveys to identify ACMs and assess risks.
 - Maintain an **Asbestos Register** documenting ACM locations and conditions.
 - Update risk assessments periodically and when structural changes occur.
- 2. Control Measures & Safe Work Practices:**
 - Restrict access to ACMs and label affected areas clearly.
 - Engage only **licensed asbestos removal contractors** for ACM disturbance or abatement.
 - Use **safe removal or encapsulation methods** as recommended by industry best practices.
 - Implement **air monitoring** where necessary to assess exposure risks.
- 3. Employee & Contractor Responsibilities:**
 - Employees must report suspected asbestos exposure or damaged ACMs immediately.

Martin Ryan & Sons Safety Statement

- Contractors must follow asbestos management protocols and provide risk assessments before commencing work near ACMs.
- 4. **Emergency Procedures:**
 - In case of **accidental disturbance**, the area will be evacuated, sealed off, and assessed by a **competent asbestos specialist**.
 - Affected individuals will receive **medical monitoring and decontamination procedures** where necessary.
- 5. **Training & Awareness:**
 - Employees working in asbestos-prone areas will undergo **asbestos awareness training**.
 - Regular updates and safety briefings will reinforce asbestos control procedures.

Monitoring & Review:

- The **Asbestos Management Plan** will be reviewed **annually** or when significant changes occur.
- Regular audits will ensure compliance with **HSA regulations**.

Failure to comply with this policy may result in disciplinary action, up to and including dismissal, where negligence endangers health and safety.

Martin Ryan

Martin Ryan on behalf of Martin Ryan & Sons

Responsibilities for Environmental, Health & Safety

2.1 Statement of Personal Responsibilities

It is the duty of the Directors and Individual employees to participate, so far as is reasonably practicable, in the implementation of the EHS statement and to carry out their responsibilities as detailed:

It is the strict duty of all employees, to comply with the Company Safety Statement and to carry out their responsibilities as detailed in this document, in accordance with statutory regulations. Members of this organisation with specific responsibilities for EHS must ensure that these responsibilities are properly delegated in their absence.

2.2 Responsibilities of MARTIN RYAN & SONS – Martin, Declan & Brendan Ryan (Owners)

1. Overall responsibility for EHS in this company is that of the Owners.
2. Adequate resources of time, personnel and finance are available for the effective implementation of the company's EHS System.
3. Ensures that an effective policy on EHS is maintained within **MARTIN RYAN & SONS**, approves it and directs its implementation.
4. Ensures that an effective management system is in place, with personnel designated with responsibility for the development, operation and implementation of the policy and procedures.
5. Ensures that adequate arrangements exist for employees to make representations on matters of EHS and ensure that accidents and dangerous occurrences are investigated.

6. Reviews the effectiveness and implementation of this policy once every year and ensures that any necessary amendments or improvements are introduced.
7. Ensures that EHS audits are conducted.
8. Ensures that provisions are made at planning, estimating and tendered stage for EHS requirements and considerations.
9. Make EHS a priority and lead by example by having it high on the agenda at all meetings and in discussions with management and supervision.
10. Reviews the monthly statistical reports and recommends action. Any temporary or fixed term worker is deemed by the 2005 Act to be an employee so all of the duties to their employees also apply for these workers. Employers cannot pass on to employees any financial cost associated with duties relating to work.

2.3 Responsibilities/Duties of Employees

It is the responsibility of all employees of **MARTIN RYAN & SONS** to:

1. To comply with EHS legislation to protect his or her safety, health and welfare and that of others who may be affected by their acts or omissions.
2. Ensure that she/he is not under the influence of an intoxicant and/or prescribed medication to the extent of endangering his or her own or any other person's safety and health. Submit to any appropriate, reasonable and proportionate tests for intoxicants in accordance with Regulations under the 2005 Act.
3. Co-operate with the employer and any other person to enable them to comply with safety and health legislation.
4. Not engage in improper conduct or other behaviour, such as horseplay, that is likely to endanger his or her safety, health and welfare or that of any other persons.
5. Attend any training and undergo assessment of the training required by his employer or that as required by safety and health legislation.
6. Follow training and instructions: make correct use of any article or substance provided for the protection of their safety and health including any personal protective equipment. Safety Equipment/PPE must be worn whilst at work as required by legislation or by this Company Safety Policy Statement.
7. Employees also have a duty not to endanger themselves or others and to be alert to dangerous situations.
8. Employees must not carry out any tasks which they feel they are not competent to carry out or which involved unreasonably high risks.
9. Employees are encouraged to make suggestions or raise concerns and are hereby consulted initially on EHS matters.
10. Where EHS legislation requires certain training in relation to any work activity, then employees must not misrepresent themselves in regard to the level of training they have received when entering into a contract of employment.
11. Employees must not intentionally or recklessly interfere with, misuse or damage anything provided for securing the safety and health of persons at work or in connection with work activities or place the safety and health of any persons at risk.
12. Accidents, incidents and near misses must be reported to management immediately for investigation and preventative corrective actions put in place to prevent reoccurrence.
13. Employees must also report to the employer: -
Any defect in the place or system or work or with any article or substance used which might endanger the safety and health of employees or any other person. Any

contravention of safety and health legislation which may endanger the safety and health of employees or any other person.

2.4 Responsibilities/Duties of Sub-Contractors, Self Employed Persons and Suppliers

1. Sub-contractors, self-employed persons and suppliers shall provide a copy of their Safety Statement and any other safety, health documentation requested.
2. Self-employed persons must conform generally with the duties and responsibilities of the employer.
3. Sub-contractors, self-employed and suppliers have a duty to bring to the attention of **MARTIN RYAN & SONS** and anyone else that might be affected by any process or use of materials which may endanger EHS while at work.
4. Sub-contractors and self-employed persons shall comply with requirements of this safety statement and co-operate with management in providing a safe place of work, a safe system of operation and wearing of protective clothing.
5. Sub-contractors must ensure all their employees and others under their care are provided with and wear **MARTIN RYAN & SONS**, mandatory protective equipment and any other PPE required for work undertaken.
6. All sub-contractors shall have a duty to report any defect in the plant equipment, place of work, or system of work without unreasonable delay to **MARTIN RYAN & SONS**.
7. Sub-contractors must only use competent and suitable persons.
8. Sub-contractors must get the consent of **MARTIN RYAN & SONS** to engage persons other than their direct employees.
9. Sub-contractors must ensure that their supervisors and employees are aware of the obligations placed upon them with regard to EHS.
10. Adhere to all **MARTIN RYAN & SONS** Site Specific Rules and Regulations.
11. Report all accidents, incidents and danger occurrences to the manager immediately.
12. Provide and attend all inductions and "Toolbox" talks.

3.0 Arrangements

3.1 Employee Consultation and Provision of Information

The Safety, Health and Welfare at Work Act, 2005 and the (General Application) Regulations 2007 – 2021 (Part Amended) provides for consultation between employers and employees to help ensure co-operation in the prevention of accidents and ill health in the workplace. Consult employees for the purpose of making and maintaining arrangements, which will enable the employer and his or her employees to co-operate effectively for the purposes. Consult employees, the safety representative or both, as appropriate, in advance and in good time with sections set out in the Act. Employees have the right to make representations to and consult them on matters of safety, health and welfare in their place of work. All training and provision of information will be provided in such a form, manner and language that is likely to be understood.

3.2 Induction, Training and Communication

The Company is committed to providing Health Safety and Environment training at all levels in the Company. Every employee will receive a general induction, continuous training in systems of work procedures, how to recognise and avert hazards associated with his/her job and supervision an access to information to ensure he/she continues to work safely. Training

programs should be tailored to meet the requirements of different operations and employees. Training courses, induction courses and re-training modified to suit the individual operations and employees bring Health Safety and Environment awareness and job skills closer together in the minds of all employees and create a more logical and effect training program.

The following key training rules must guide and determine every induction and training course:

- Induction and training must address the needs of the employee in her/her job and the workplace. The closer the training comes to the real operations, the more effective it will be.
- A continuing program of reinforcement of correct working practices at spaced intervals increases the probability of the employee performing in the prescribed manner.
- Training of small groups of employees with common interests and tasks is more effective than training in large unrelated mixed groups.

For maximum efficiency, training should therefore be given to small groups of employees, trained as closely as possible to the work place in sessions spaced throughout the year with topics relating directly to the employees tasks.

The Company, its managers and supervisors in order to full fill their duty must ensure that all employees and sub-contractors under their control receive the correct training necessary for the employee to carry out the duties assigned to him/her in a safe healthy manner. To ensure this duty is fulfilled they should:

- Introduce comprehensive Health Safety and Environment rules, procedures and induction training program for all new employees.
- Provide repeat training (either on the job or in a classroom or equivalent environment) at regular intervals.
- Ensure that no employee transferred or promoted from one job or activity to another is permitted to start work in his /her new job until and unless he/she has received training and instruction sufficient to enable him/her to perform the job without risk to his/her Health Safety Environment or that of others.
- Pay attention to the needs of existing employees.
- Document details of training given and received.

3.2.1 Company Induction

Learning continues for the duration of a lifetime, the length of a lifetime may depend on the attitude to safety given to young and inexperienced workers by managers, supervisors and fellow employees during the initial induction period upon joining the Company or starting work on a particular site.

Induction Training Should Cover the Following Topics:

- An awareness of the Company Health Safety and Environment Policy.
- Outline of the risks involved in their own job and on the site in general and the precautions necessary to prevent accidents.
- Made aware of his/her responsibilities as an employee to ensure his/her own safety and the safety of those affected by his/her activities.
- The specific requirement for personal protective equipment and its use.
- Shown the working area, cautioned on any hazards and all welfare facilities pointed out.
- Made aware of all Company EHS rules and regulations, housekeeping, working attire, breaches of discipline, use of Company property, time keeping, absenteeism, reporting illness, smoking, etc.
- Made aware of first-aid facilities and personnel and made aware of accident and emergency procedures.

3.2.2 Inductions

MARTIN RYAN & SONS employees will avail of site induction provided by the client where necessary and **MARTIN RYAN & SONS** Management.

3.3 Use of Personal Protective Clothing and Equipment

The law requires that in certain circumstances, which are not reasonably practicable for an employer to control or eliminate the identified hazards within the place of work, it is his duty to issue suitable protective clothing and equipment to the workforce to ensure their Health, Safety and to protect the environment. The employer has the duty to ensure that all practicable steps have been taken to eliminate the risks at source before relying on personal protective equipment to protect his workforce

THE RULE OF THUMB IS THAT PPE IS THE LAST LINE OF DEFENCE, NOT THE FIRST.

The following industry agreement is accepted by the Company and covers the provision of Protective Clothing and Equipment.

- **MARTIN RYAN & SONS** will provide employees with Safety Boots free of charge once a year or equivalent in monetary terms of the free boots. The boots will be a one off yearly issue. The boots will be only be replaced during the year if the employee can prove the fault lies with the boot or it was damaged beyond repair during the course of his/her employment.
- Safety equipment such as safety glasses, gloves, ear protection, Hi-Vis vests or coats will be provided free of charge. This equipment will be replaced on a new for old basis.
- Personal Protective Equipment is signed for when issued and must be worn when and where directed.

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- Company Disciplinary Procedures will apply for all employees found to abusing safety equipment. Which could result in suspension without pay or instant dismissal from the Company
- Employees are obliged by law to take reasonable care of the safety equipment issued to him/her this duty of care extends to the wearing of the same when required to do so.

The following rules, regulations and general guidelines will apply to the use of Personal Protective Equipment within the Company.

- When the need for PPE has been identified for certain work areas or for specific tasks then all Company employees will wear it.
- All visitors, vendors, the general public must wear PPE in the designated areas.
- All employees and the employees of Sub-contractors must suitable clothing for the task to be undertaken. **(Loose clothing is not permitted).**
- Safety boots as issued or similar are to be worn on all Company sites; no other form of footwear is permitted. Eye protection as issued to combat the identified hazard will be worn by all employees.
- Hearing protection is held with all stores and will issued when as required or upon request.
- Safety gloves must be worn when handling articles or substances that could cause an injury by tearing, cutting, burning, or damage to the hands in any way. Task specific gloves will be provided depending on hazards present in the work such as hot work gloves, impermeable gloves for handling chemicals and general-purpose grip gloves.
- Respiratory Equipment may be required in certain areas where hazards exist due to the accumulation of dust, fumes, mists, or vapours. Note this equipment cannot be used in oxygen-deprived areas. The type of RPE required for each task will be noted in the method statement and risk assessment as required.
- Prior to using safety equipment ensure that it is the right type for the task to be undertaken.
- The wearing of shorts is not permitted

No exemptions will be tolerated for jobs that take “just a few minutes” always use the appropriate equipment and PPE to conduct the task safety first time.

3.4 Company Emergency Preparedness and Procedures

3.4.1 Manning Levels

In order to ensure the Company is properly prepared to deal with emergencies it must maintain a trained professional workforce with sound working knowledge of current Health Safety and Environmental laws. The Company will evaluate the requirements for each site and implement the necessary manpower levels.

General

There will be elements of similarity between all accidents and incidents born out through incident investigation, which will help in the formation of emergency procedures, however no one master plan will be fit all document. Adequate pre-planning and emergency planning exercises must be conducted at local level in order for the right mix to occur. Planning at local level provided benefits in several keys areas, it helps eliminate conditions that could lead to an emergency, can reduce injuries, loss of life, property damage and gets those involved in the emergency planning process with a direct input into problems on site.

Advance planning is primarily for employees Health and Safety and secondly for property, plant and equipment. All employees must receive instruction and training on the use of alarm systems, emergency procedures and the actions to be taken in the event of an emergency on site.

Emergencies as the name implies are just that and require the workforce to be alert and respond with decisiveness and quick action regardless whether it is a simple accident or a major accident and plans must be formulated to deal with such possibilities.

3.4.2 Emergency Planning

Site Management must ensure that an emergency plan exist for all reasonably foreseeable incidents and consideration must be given to the location of the employees, the risk to general public others who be effected by the incident and the location of the nearness emergency services. Detailed plans should cover accidents, explosions, floods, electrocution, fire, broken bones, chemical spills and overhead & underground services broken bones.

All personnel must be fully aware of all potential hazards and how to implement the Company/ site emergency plan if required. For example: raising the alarm, calling the emergency services.

All personnel must be trained in the evacuation procedure, the location of the assembly points and the secondary assembly points, the location of the emergency equipment i.e. first aid kit stretcher, fire extinguishers spill kits.

Appoint a person to call the emergency services under direction of the emergency controller; normally this will be the receptionist.

Assist the emergency services by having the site clearly sign posted and having an emergency folder in the security post with site plans, hazardous chemicals list and locations, fire plan and any other relevant information pertaining to your site contained within it.

Have an emergency roll call system for staff, visitors and sub-contractors to account for staff in the case of an emergency. Have important items clearly marked with international recognized symbols such as fire hydrants, electrical isolators, shut off valves, chemical storage area and pipes. Keep and maintain access ways clear, emergency fire escape, fire doors.

In the immediate follow up to an emergency try and keep the area sterile to prevent damage to evidence that might be required the investigation of the incident to determine the cause.

The Company must normally conform to the client's emergency plan and where this is the case a copy of their emergency procedures and plans must be available to the Management supervision and employees. Once the Clients plans have been issued to the Company a comprehensive study must be undertaken to ensure compliance.

Emergency plan will be posted in a prominent location on site containing process for raising the alarm and evacuation.

3.5 First – Aid Facilities and First Aid Trained Personnel

Immediate and proper First Aid treatment of injuries is essential to save the life and limbs of certain accidents cases and to reduce the pain the casualty is suffering. Immediate first aid treatment if given by trained personnel with the correct equipment will assist the recovery time whereas neglect or inefficient treatment may lead to infection and ill health.

3.5.1 Responsibilities of a First Aider

The responsibilities of a first aider are to:

- To assess the situation and to arrive at a diagnosis for each casualty or illness.
- To render immediate treatment, bearing that a casualty may have more than one injury and that some casualties will require more urgent treatment than others.
- To arrange for the transfer of a casualty to the care of the medical professionals according to the severity of the condition.
- Where no further assistance is required the first aider provided the only necessary treatment.

3.6 Fire Safety Awareness Training and Procedures

3.6.1 What to do upon discovering Fire:

A fire will be discovered in one of three ways.

1. The fire alarm will sound &/or
2. A smoke detector will raise the alarm.
3. An employee will discover the fire & raise the alarm.

In all cases of above, the person should proceed to do the following:

1. Inform management/others who will take certain action.
2. Switch off all electrical equipment & close all doors if possible.
3. Evacuate the building & go immediately to the assembly point & await Role Call.
4. Never re-enter the building unless you are told to do so by management or Fire Brigade.

General

- Sites will have the right number and type of fire extinguishers and they must be positioned in the correct places and suitably signposted.

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- There will be adequate escape routes. They must be kept clear and adequately signposted.
- Workers will be instructed on emergency procedures at site safety induction and emergency drills will be practiced if necessary.

Flammable Liquids

- There will be a proper store area.
- The amount of flammable liquid on site will be kept to a minimum.
- Smoking will be prohibited and other ignition sources will be kept away from flammable liquids.
- Properly constructed safety containers will be used.





Other Combustible Material

- There will be proper waste receptacles.
- Waste material will be removed regularly.

All firefighting equipment is inspected regularly & also an annual inspection is carried out.

Fire Points have been designated & sign posted Fire Point. The appropriate class of extinguisher has been located here & should never under any circumstances be moved unless for use in a fire fighting role.

- Employees are to take note that nothing is to be stacked which may obstruct the view or access to fire points.

COLOUR	TYPE	TYPE OF FIRE	NOT TO BE USED
 Red	Water Extinguisher	For wood, paper, textile, fabric and similar material (anything that turns to ashes)	DO NOT USE ON LIQUID, ELECTRICAL OR METAL FIRES
 Cream	Foam Extinguisher	For use on burning liquid fires	DO NOT USE ON ELECTRICAL OR METAL FIRES
 Blue	Dry Powder Extinguisher	For use on burning liquid and electrical fires	DO NOT USE ON METAL FIRES
 Black	Carbon Dioxide Extinguisher	For use on burning liquid and electrical fires	DO NOT USE ON METAL FIRES

 Red	Fire Blanket	For use in kitchens	
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THE CONTENTS OF AN EXTINGUISHER IS INDICATED BY A ZONE OF COLOUR ON THE RED BODY OF THE EXTINGUISHER

Fire / Emergency Equipment and Exits Routes:

- **Must always be kept clear and accessible.**
- **Marked areas must not be obstructed at any time.**
- **Never use Fire Equipment for other uses besides firefighting.**

Never: **smoke in the vicinity of gas cylinders, petrol or other flammable substances.**

Never: **direct water at any electrical installation, machinery or wiring.**

Many fire extinguishers of all types come in a red cylinder, so care should be taken to ensure you read the information on the side of the cylinder to ensure you are using the correct type.

3.7 Reporting, Investigating and Registration of Accidents & Incidents

An accident or incident is defined as an unexpected, unforeseen occurrence that interrupts or interferes with the orderly progression of an activity.

This Company sees accidents and incidents as failures. Everything must be done to prevent re-occurrences, as statistics show that 70% of all accidents and incidents could have been predicted, they therefore could have been prevented through accident investigation and identification of causation in the first instance.

Accidents are caused by:

- Unsafe acts - this is the primary cause of most accidents.
- Unsafe Conditions – these should not exist.
- “Acts of God” – very exceptionally.

Most accidents are a combination of unsafe acts and unsafe conditions. This approach to accident reporting and investigation must keep these facts in mind. The multi- causation theory states that accidents have more than one cause and therefore accident investigation must find not only the trigger cause, but the background causes to ensure successful accident prevention.

3.7.1 Reporting, Investigating and Registration

All accidents and dangerous occurrence must be reported to the immediate supervisor, immediately or without unreasonable delay.

An accident report form must be completed for all, medical treatment, restricted work, time loss and road traffic incidents. A copy of the accident report must be sent to the EHS Advisor.

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The reporting of an accident and dangerous occurrence to the relevant authorities and Company management is the responsibility of line management, namely the supervisor and the Director with guidance from the site EHS Advisor.

MARTIN RYAN & SONS will comply with all statutory reporting requirements for reporting of incidents and accidents as laid out in the Safety, Health and Welfare at Work – Reporting of Accidents and Dangerous Occurrences 2016. The accident must be notified to the HSA officially either on line to HSA.IE or on report form IR1.

All serious accidents and incidents must be reported on the phone immediately to the Company Director.

The HSA inspector and the local Gardai/Police must be notified on the telephone in the case of a fatality, or where a person is unconscious when removed from site due to an accident or dangerous occurrence.

Incidents involving “near misses” that could have resulted in accidents are reported to the immediate supervisor for investigation. (Near misses are incidents that could have resulted in an injury to persons or damage to plant, equipment and property).

Any plant, tool or equipment that is suspected of being the cause of, or connected with an accident must not be interfered with until released by the immediate supervisor.

Any person who suffers personal injury at this work shall give notice of the accident as soon as possible after the accident to the relevant social authorities. The notice may be given in writing or orally and may be given by some person acting on behalf of the injured person.

3.7.2 Investigation

An accident investigation is of little benefit to the immediate victim, but may help to prevent a future re-occurrence. There is always a reason for an incident, whether the responsibility lies with the operatives, management or is the result of a lack of communication between them. Regardless of what has happened, a review of the supervisor’s incident report will reveal the facts that will assist any investigation.

The object of the investigation is to examine the conditions that led to the incident and to decide what follow-up is necessary to prevent a repetition. It is also conducted to provide adequate information for a defence in a civil action for damages against the Company.

The Directors must ensure that there are thorough on the spot investigations of all accidents and dangerous occurrences not merely those that are reportable to the authorities.

The investigation should be held immediately and a full report made. The person injured should make a statement as soon as possible after the incident.

The accident report form has been designed to bring out the information and must be fully completed with as much detail as possible.

All reportable accidents locations will be left undisturbed, (if it is safe to do so), until a full investigation has been conducted by the EHS Officer, HSA Investigator or Gardai/Police as appropriate.

Accidents and dangerous occurrences where substantial damage to Company property has occurred must also be investigated.

3.7.3 Registration

All injuries received at work, however minor, must be registered in the Site Accident Book.

In the event of accident a report must be completed and a copy sent to the EHS Advisor.

All investigations will be analysed, causation identified, preventative measures recommended and issued to all site managers, supervisors and employees.

3.7.4 System for Reporting Unsafe Acts and Conditions

All unsafe acts and conditions must be reported to your immediate supervisor without unreasonable delay.

The appropriate sections of the Incident/Near Miss and the Dangerous Occurrence Form IR1 should be filled out by the person reporting the occurrence or act and given to his supervisor. The supervisor must accept responsibility for the investigation and elimination of any danger or risk associated with the dangerous occurrence or unsafe act condition and must ensure that corrective action is taken within a reasonable time.

In the event of the responsibility for the situation being outside his control or remit then he must take appropriate action to notify the responsible person, authority or company. The supervisor should ensure that emergency precautions are taken if the situation warrants such action.

When the appropriate corrective action has been taken the supervisor should complete the form.

A copy of this dangerous occurrence and unsafe act form must be sent to the EHS Advisor.

The object of the follow up investigation is to examine the conditions that led to the dangerous occurrence or unsafe act and to decide what follow –up action is necessary to prevent a repetition.

3.7.5 Analysis and Follow up Procedures

It is very important that all accidents forms, dangerous incidence and unsafe acts condition forms, site audit forms and Environmental, Health and Safety statistics are collected and analysed to identify underlying trends and recurring themes. This information should be used to build proactive rather than reactive induction and training programs and toolbox meetings.

In all instances follow up action and feedback to the employees involved as well as other employees involved in similar activities is essential if we wish to eliminate a similar recurrence at some future date.

The person responsible for investigating the accident or incident should determine what follow up action is appropriate and how this can be accomplished to eliminate the immediate danger.

The EHS Advisor should analyse the individual in forms and reports to determine the most appropriate method of informing other managers, supervisors and the at risk on how to eliminate similar risks or dangers from the workplace in general.

This would generally be in the form of an accident report to be read out at the toolbox meeting, revision to the safety policy, new work procedure or specific meeting.

Both the accident report and the dangerous occurrence and unsafe acts/ conditions form have a special section for determining the requirement for and urgency for follow up action and feedback.

3.9 Disciplinary Procedures

MARTIN RYAN & SONS believes that we can all work together in a safe manner and in accordance with legislation, rules and regulations.

Unfortunately, it is recognized that there may be instances where it will be necessary to invoke disciplinary procedures on individuals for breaches of health and safety legislation, rules and regulations.

- Safety violations will be issued to individuals found to be in breach of their duties.
- Where two violations have been issued to the same individual and/or they will report directly to the Directors.

Depending on the seriousness and frequency of violations individuals will be punished accordingly. Punishment may include suspension and or dismissal.

All individuals accused of breaches of Environmental, health and Safety legislation, rules and regulations will have their rights explained to them before any punishment is carried out.

3.10 Organisation of Working Time Policy

MARTIN RYAN & SONS is highly aware that tired worker is more susceptible to having accident, therefore we will meet with the requirements of the Organisation of Working Time Act, 1997, which sets a maximum average working week of 48 hours and the General Application Regulation, 2007. The introduction of the Act and Regulations set out the statutory rights of employees in respect of rest, maximum working time, holidays and sensitive risks. In accordance with the Organisation of the Working Time Act, 1997, **MARTIN RYAN & SONS** has set down site-specific hours of work.

3.11 Apprentice/New or Inexperienced Workers

MARTIN RYAN & SONS is very aware of the dangers faced by existing employees, new employees, sub-contractors, non-English speakers and young people coming to work for the company. New employees, young employees and others who may be affected by our work are unlikely to have been exposed to the type of hazards that they may be exposed to in joining the company. New employees coming to work at **MARTIN RYAN & SONS** for the first time will need to understand our level of commitment to their safety and of the hazard they are likely to meet.

3.12 Mobile Phone Policy

It is MARTIN RYAN & Sons company policy that the use of mobile phones will be restricted during working time on site. Employees are not permitted to walk and talk whilst on the phone. Drivers should not use a mobile phone when the vehicle is in motion. This is the case whether the vehicle is fitted with a "Hand Free" facility or not.

Drivers should pull over to the side of the road in a safe manner to enable them to make or take a call. Driver should park in a manner which creates no danger for themselves or other road users/ pedestrians.

The vehicle must not stop on the hard shoulder of a motorway to answer or make a call. It is recommended that drivers should fully utilise the special features associated with their mobile phone e.g., call divert, playback or messaging services.

3.13 Waste Management Policy

We will seek to minimise the creation of waste by avoiding unnecessary wastage of materials and recycling materials that cannot be directly reused as far as is practicable.

All staff are required to comply with this policy by minimising waste creation and co-operating actively with recycling programs. Where waste is created, it shall be safely placed in appropriate storage receptacles, care being taken not to overload the storage.

Suitable waste receptacles are provided and arrangements are made for the collection/emptying of receptacles at suitable periods. Waste shall be kept in a clean, accessible condition with due regard to fire protection and suitable containers.

All waste, for re-cycling or disposal, shall be collected by either local authority employed refuse collectors or by authorised waste carriers.

3.14 Safety Signage

Adequate Safety Signs shall be displayed prominently, in accordance with General Application Regulations 2007 and other requirements. Requirements shall be determined by a variety of sources, including risk assessments, accident data, SDS's and Legislation.

All employees must obey the instructions of all safety and warning signs exhibited on site. Remove Safety signs as soon as they are no longer appropriate.

3.15 Maintenance of Plant and Equipment

MARTIN RYAN & SONS will strive to ensure that any clearly visible hazards which develop routinely in plant and equipment are systematically identified; with a view to taking preventive action. We will strive to ensure that appropriate preventive action is taken, in relation to all hazards identified through peruse checks, so that relevant plant and equipment can be either (1) taken out of service, or (2) used with specified caution.

All plant and equipment shall be inspected and maintain annually unless otherwise specified. Pre use equipment checks must be carried out by all competent users on all items of plant and equipment. All plant and equipment under statutory law shall be inspected in accordance with all relevant legislation and manufacturer's instructions. All checks shall be recorded in accordance with legislation by full, clear completion, signature documentation and labelled as tested.

Any defects must be reported immediately to the responsible supervisor who will remove the item from use for repair and/or replacement.

3.16 Abrasive Wheels

Eye and face protection must be worn at all times while using Abrasive Wheels for cutting, grinding or any other spark generating work. Control the spread of sparks by using fire blankets and screens. Protect your fellow workers from sparks. Have hot work permits in place during all hot works. Only trained personnel shall use Abrasive Wheels.

This Safety Statement has been revised to include provisions for requirements as outlined in the Safety, Health and Welfare at Work (General Application) Amendment Regulations SI 36 2007 to 2016 and includes requirements such as duties of employers to ensure that details of persons authorised to mount an Abrasive Wheel shall be entered in the Safety Statement.

The details of persons will be revised and updated according to changing circumstances on site, such as project demands for increased persons and updating of training records. Only persons with the required training will be instructed by the employer to mount an Abrasive Wheel as per regulation 13 and schedule 14. Training records are available for review in the company training matrix.

3.17 Housekeeping

Good housekeeping is one of the foundations stones of safety. Many serious accidents result from people tripping, slipping and falling over materials and equipment which are poorly stored or placed on access routes in a hazardous manner. Good housekeeping means maintaining the area in a clean, tidy safe and hygienic manner. All employees and supervisors of MARTIN RYAN & SONS should accept responsibility for housekeeping practices with a view to preventing accidents and promoting good health. A high standard of housekeeping must always be maintained. Each employee will be responsible for their own area ensuring that a general clean-up of the site takes place daily or upon the completion of work.

The main objectives of good housekeeping are.

1. To eliminate accidents and fire hazards.
2. To conserve space, time, materials and effort.
3. To provide and maintain safe and healthy working conditions

3.18 Manual Handling

All loads will be handled by mechanical means whenever practicable. Guidance from “Guide on Prevention and Management of Musculoskeletal Disorders (MSDS)” and “Health and Welfare at Work (General Application) Regulations 2007 Chapter 4 of Part 2: Manual Handling of Loads” will be used when developing safe systems of work for any tasks that involve manual handling.

All operatives must have manual handling training. All essential manual handling of loads in excess of 25 kg will be a two-man operation. The maximum weight of a two-man lift would be 45kg. Any loads in excess of 45kg should be lifted by mechanical means.

Where two or more persons are required to lift an item, a full assessment by a trained assessor will be carried out prior to any lifting taking place. This will involve considering the task overall, the individual’s capabilities, the item that requires to be moved and the overall environment.

Employees will be instructed in safe techniques of moving and handling loads associated with their work. This will be communicated in the Toolbox Talks that will take place before operations commence.

Operatives will be provided with gloves and steel-toed footwear to protect them whilst manual handling. Work areas will be kept clear and tidy to prevent potential trip hazards when carrying a load.



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Hazard Identification

A hazard is defined as something with the potential to cause harm. For example, working at height, manual handling, electricity, welding, dangerous chemicals and housekeeping. Harm includes injury, ill health, damage to plant/equipment and the environment.

The first step in safeguarding safety and health is to identify hazards from materials, equipment, chemicals and work activities. This requires systematically examining the workplace and work activities to identify workplace generated hazards.

MARTIN RYAN AND SONS is familiar with the hazards with the type of work are involved in. But to identify the main hazards and put in their true perspective, we check:

- Records of accidents, ill health and insurance claims
- Any relevant legislation or standards covering the hazard
- Manufacturer's instructions or datasheets
- New Equipment and/or tasks

Hazards may be grouped into the following categories

- Physical Hazards
- Health Hazards
- Chemical Hazards
- Biological Agent Hazards
- Human Factor Hazards

Risk Assessment

Risk is the likelihood, great or small, that someone will be harmed by the hazard, together with the severity of harm suffered. Risk also depends on the number of people exposed to the hazard.

Risk Assessment is a careful examination of what, in the workplace, could cause harm to people, arising from hazards, taking into account the adequacy of existing controls and deciding whether or not the risk is acceptable, i.e. we can weigh up whether we have taken enough precautions or should do more to prevent harm.

Controlling Risk means that we do all that is reasonably practicable to ensure that a hazard will not injure anyone.

Residual risk is the risk rating applied after the controls have been implemented.

Assessing risks is a general requirement of the Safety, Health and Welfare Act of 2005. Assessing risk is necessary in order to identify their relative importance and to obtain information about their extent and nature. This will help in deciding on methods of control. We must determine the relative importance of risks and this involves deciding on the severity of the hazard and the likelihood of occurrence.

Rate each of these Frequency and Severity as High Medium or Low.

When we rate the risk according to our findings emphasised, priority will be given at the MARTIN RYAN AND SONS to risks that present the greatest severity. The likelihood of occurrence however cannot be ignored for example where two risks have the same severity the one with the most likelihood to occur a number should take precedence.

The risk assessment process should allow involvement of those individual Employees and Supervisors who have most knowledge of the area or operation. We determine controls liaising with Management and employees of a department assessed to determine a framework of controls and actions dates. All final decisions about risk controls must consider the relevant legal requirements. An assessment of cost, information about the relative cost effectiveness and reliability of different controls measures will be necessary to decide an acceptable level of risk control.

Risk Assessment Using the 5x5 Risk Matrix

In this risk assessment, we utilise a risk matrix to evaluate the potential hazards associated with various activities and processes within our operations. The matrix is a widely recognised tool that helps in quantifying and prioritizing risks based on two critical factors: Severity and Probability.

Severity (S)

Severity refers to the potential impact or consequences of a hazard should it occur. The severity is rated on a scale from 1 to 5:

- 1 (Insignificant): Minor injury or negligible impact on health and safety.
- 2 (Minor): Injury requiring first aid with minimal disruption.



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- 3 (Moderate): Injury requiring medical treatment, possibly leading to short-term disability.
- 4 (Major): Serious injury or long-term health effects, resulting in extended absence from work.
- 5 (Catastrophic): Fatality, permanent disability, or severe, widespread impact.

Probability (P)

Probability measures the likelihood of a hazard occurring. It is also rated on a scale from 1 to 5:

- 1 (Rare): Highly unlikely to occur; may happen only in exceptional circumstances.
- 2 (Unlikely): Unlikely to happen but possible; not expected to occur frequently.
- 3 (Possible): Could occur at some point during normal operations.
- 4 (Likely): Likely to happen at some time, especially under certain conditions.
- 5 (Almost Certain): Expected to occur frequently or in most circumstances.

Risk Score (R = S x P)

The overall risk is calculated by multiplying the severity (S) by the probability (P). This results in a risk score that can range from 1 to 25, with higher scores indicating more significant risks that require urgent attention.

- **1-8 (Low Risk): Manageable with routine procedures; minimal impact.**
- **9-15 (Medium Risk): Requires monitoring and additional controls to reduce the risk.**
- **16-25 (High Risk): Significant risk; immediate corrective actions are needed to prevent severe outcomes.**

Control Measures and Residual Risk

After identifying and evaluating the risks, appropriate control measures are implemented to mitigate the hazards. The residual risk is then assessed to ensure that the controls effectively reduce both the severity and probability to acceptable levels.

The Risk Assessment Process is subject to periodic revision to reflect site conditions. To reflect current practices and procedures and to reflect legislative changes; these changes will be implanted on an ongoing basis throughout the life of this document. Any changes will be communicated to all relevant employees and anyone who may be affected by our activities.

High	Fatality, major injury or illness causing long term disability.	High	Certain, near certain.	Possibility of a single fatality or serious injury or of minor injury to a number of people. Possibility of significant material loss.
Medium	Injury or illness causing short term disability.	Medium	Reasonably likely to occur	Possibility of minor injury to a small number of people. Risk of some material loss. The possibility of fatality or serious injury or significant material loss is unlikely although conceivable.
Low	Minor injury	Low	Very seldom or never.	The possibility of injury or material loss is unlikely, although conceivable.

Using the table above, an overall risk assessment rating is decided after controls are assigned.

When consulting the general hazards and risks attached to this Safety Statement.



Martin Ryan and Sons Risk Assessments

General Risk Assessments

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Risk Assessment No. 1 - Access & Egress Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 1 - Access & Egress All work sites where Martin Ryan and Sons work in. For all types of work activities within the working environment.	Vehicle Movement Slips. Trips & Falls Collisions Injuries including cuts to feet etc.	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">• Provide clearly marked and safe routes for pedestrians on site.• Position unloading areas to avoid reversing.• Provide separate pedestrian and vehicle access where possible.• Plan all lifting operations to avoid lifting over others.• Keep emergency routes clear. Provide large warning signs and suitable lighting.• Ensure emergency services have suitable access.• Immobilise site transport when not in use.• Accompany authorised visitors.• Keep walkways clean.• It is vital that all fire escape doors are not obstructed at any time.• Ensure that temporary roads are a sufficient standard to support emergency vehicle access, including clear definition of the road edges.• All personnel to wear site standard PPE always.	3	2	6



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Risk Assessment No. 2 - Housekeeping Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 2 - Housekeeping All work sites where Martin Ryan and Sons work in	Slips trips and falls	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	3	3	9	Planning: <ul style="list-style-type: none">Sufficient time, resources and operatives are to be provided to maintain satisfactory levels of housekeeping throughout the work area. Physical Controls/Procedures: <ul style="list-style-type: none">Housekeeping policy applies to all areas. “Clean as you go policy.”Provide equipment to maintain work areas in a clean orderly state! (bins, cleaning equipment storage areas)Walkways and access/egress routes to be kept clear always.Materials, tools or equipment not to be left in walkways or access/egress routes.Store materials in such a way that they cannot become tripping hazards.Housekeeping includes competent of safe systems.Keep the floor free of oil, grease or any other type of liquid.Spillages to be cleaned up immediately.Place all scrap pieces in the correct containers. Segregate all waste.Combustible materials such as packaging etc. have to be disposed of in a safe way.All workplaces will be sufficiently illuminated for personnel to perform work safely.Store Flammable materials in approved containers away from sources of ignition.Use racks when storing long materials. When using, pallets do not store them too high.Daily inspections to take place to ensure strict housekeeping and identification of hazards.PPE-Mandatory site PPE, Glove, Glasses etc. as required. Managerial/Supervisory:	3	2	6
	People and objects falling								



Martin Ryan and Sons Risk Assessments

						<ul style="list-style-type: none">Management to provide clear instructions on the standards of housekeeping required and any procedures to be followed.Management to ensure daily inspections and monitoring of housekeeping.			
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Risk Assessment No. 3 - Slips, Trips & Falls Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 3 - Slips, Trips & Falls All work sites where Martin Ryan and Sons work in. For all type of work activities at the same level within the working environment including platforms.	Cuts and Abrasions Laceration Serious bodily injury Amputation Death	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	3	12	<ul style="list-style-type: none">Ensure routes are kept clean and clear. Use designated routes to and from the workplace.Follow designated routes on clients' sites – Do not take short cuts.Assess areas to ensure safe access e.g., Ensure false doors are secured, work machinery for oil leaks etc.Vigilance from employees as to the risks from slips, trips and falls.All extension leads / electric cables must be suspended safely in areas and/or laid so as not to obstruct access/egress paths etc.Method of working clearly outlined including scope, routes and housekeeping.Ensure boots are kept clean and free of mud, oil, grease, use anti-static, oil resistance safety boots. Keep footwear as clean as possible.Ensure ladders are set on solid ground, away from other obstructions.Tidy up the area after each task.Never block access/egress routes with materials equipment.Inform all employees of access/egress routes and any changes to these throughout the course of the project.Appropriate PPE equipment to be worn.	4	2	8



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 4 - Manual Handling Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 4 - Manual Handling All persons involved in transporting or supporting of a load by 1 or more employees and include lifting, putting down, pulling, pushing, carrying or moving a load, which, because of its characteristics or of unfavourable ergonomic conditions, involves risks, particularly of back injuries to employees.	Back Injury - Ligament strains, muscle strains, Fatigue, Abdominal hernia, Prolapsed/herniated discs, Paralysis. Hand- trap/ Cut injuries	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	3	12	<ul style="list-style-type: none">Avoid Manual Handling- designSubstitute loads for lighter loads.Use of certified mechanical lifting equipment and mechanical aids by competent personnel e.g., Cranes, Telescopic handlers, forklifts etc.Supply special mechanical aids for handling specific items.Administrative controls - SOPs, Method StatementsFull training and instruction are provided in both induction and refresher safety training every 3 years.8 Principles of Safe LiftingAccess the load.Broad stable base (foot placement)Bend the knees.Keep the back straight. Though not necessarily vertical.Take a firm grip.Keeping the arms in line with the trunkLift with your legs and keep the weight close to the centre of gravity.Turn your feet in the direction of the movement.Do Not take chances with weights that you are unsure of – ask for help or get mechanical means.	4	2	8



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 5 - Fire Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 5 - Fire All COMPANY locations including sites, offices, stores, vehicles etc. Use Emergency Plans, fire extinguishers, fire blankets, assembly points, evacuation sheets, emergency services.	Risks to people i.e., burns or death.	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">• Training to be provided in fire safety and use of firefighting equipment to designated employees.• Suitable firefighting equipment to be provided for each work area.• Strict housekeeping to be maintained.• Flammable liquids and combustible materials must be removed, segregated and/or protected before hot work commences.• Hot work permit system to be implemented where required.• Working area to be assessed before the work is conducted to ensure work is conducted away from flammable material and members of the public.• Remove all waste and flammable material before welding.• Obey the no smoking policy.• Use correct type of electrical fuses and fittings. Ensure all terminations are correct and secure.• Ensure employee awareness of emergency and evacuation procedures.• Evacuation and emergency drill to be conducted at regular intervals.• Follow site rules when in client’s site – know the emergency procedures, muster points etc.	4	2	8



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 6 - First Aid Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 6 - First Aid First aid is the approved method of treating a casualty until he/she is placed, if necessary, in the care of a doctor or removed to hospital. First aid treatment is given to a casualty to Preserve life- deal with any life-threatening injuries; Prevent further injury - don’t move casualty unnecessarily; Promote recovery, treat injury / shock and reassure.	Infection (direct contact, indirect contact and airborne) Burns- corrosive or oxidising substances Exposure to hazardous substances Poisoning by toxic substances	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	3	12	<ul style="list-style-type: none">Only competent First Aid Responder Course and/or Refresher (every 2 yrs.) with assessment by instructor.Ensure provision and regular inspection of fully stocked first aid boxes.Ensure all employees know the location of the first aid box and competent First Aider signage, inductions.All employees must report all injuries and be treated by competent first aiders immediately.All wounds must be cleaned and kept covered- weather work related or received outside work.First Aiders to ensure they wear disposable/sterile gloves always- to avoid direct contact.Sterilise re-usable first aid equipment before and after use with Sterilised wipes e.g. Scissors, safety pins.Wash infected area thoroughly and seek medical advice if accidental contact is made with open wounds, hazardous, corrosive, oxidising and or poisonous substances.Ensure use of ventilation equipment to avoid direct mouth to mouth contact.Ensure communication links are available with external emergency services.Existing premises may have an internal occupational health nurse/doctor available. All emergency plans must incorporate existing features into this plan.	3	2	6



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 7 - Noise Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 7 - Noise Noisy power tools or machinery e.g. Drills, abrasive wheels, etc.	Permanent hearing loss Temporary hearing loss Tinnitus (Ringing in ears) Fatigue – proneness to accidents Failure to hear warnings	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">Regular inspections of the works area to be carried out, with noise monitoring included in the inspection. All results to be recorded.Reduce noise levels at the source- design, use quieter process, engineering controls, absorbent material etc.Inductions to include information on Noise induced hearing loss and prevention.Signs (Hearing protection must be worn) placed around the work area.If noise level is over 80dB (A), the risk of hearing loss is to be communicated to the employees and hearing protection must be provided.If the noise level is over 85 dB (A). Ear protection is mandatory.Risk assessments to be carried out detailing the appropriate P.P.E to be worn for the task in hand taking account of the individual user.Substitute sound proofed machinery in place of noisy plant where possible.All workers to wear appropriate personal protective equipment (PPE)Employees should control their exposure to noise outside of work.As a rule of thumb, you may be at risk if:<ul style="list-style-type: none">You must shout to be clearly heard by someone two meters awayYour ears are still ringing after leaving the workplaceThe noise is intrusiveYou work in a noisy industry, e.g. constructionThere are noises due to impacts such as those caused by hammering, impact tools and cartridge-operated tools.	4	2	8



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 8 – PPE Requirements Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 8 – PPE Requirements Company work areas must be kept clear of hazards. Company operatives must wear the correct PPE for the works being competed	Risks to the person from Vehicles Head Injury, from contacts or overhead Body Injuries, from hot work, chemicals or contacts Feet Injuries from vehicles or contacts Damage to Eyes, grinding and drilling metal Risks to the Respiratory Tract, grinding dust, welding fumes, Injuries to hands, contacts, sharps, dust or chemicals contact	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	3	12	<ul style="list-style-type: none">Only competent company employees are to use PPE supplied by Martin Ryan and Sons Ltd., to ensure that it is being worn effectively.Hi-visibility apparel, (EN 470 or equivalent) must be worn on the site always, except during hot workSafety Helmet (EN 397 or equivalent) must be worn on the site alwaysFlame Retardant Coveralls (EN 533 or equivalent) must be worn on the site where required.Safety Footwear, (EN 345 or equivalent) must be worn on the site alwaysSafety Goggles and Safety Visors, (EN 166 or equivalent) to be worn while grinding and drilling, Safety Glasses to be kept on the person and worn when the task is completedFace Masks (EN149 or equivalent) must worn when dealing with dustGloves (EN388) must be worn when operating the grinders and drills to protect the hands from chemical contact and mechanical abrasion.Comply with site specific PPE rules.	3	2	6



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 9 - Hand Tools & Knives Martin Ryan and Sons March 2025										
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk			
			S	P	R = (SxP)		S	P	R = (SxP)	
No. 9 - Hand Tools & Knives Use of hand tools, screw drivers, knives, snips, tape measure etc	Hand Injury	Employees	4	4	16	<ul style="list-style-type: none">• Select the right tool for the job. Substitutes the increase of having an accident.• Avoid using hand tools with your wrist bent. Select tools that allow the wrist to stay straight. Keep tools in good condition. Use good quality tools and inspect each tool before commencing work.• Insulated tools to be used when working with electricity. Keep cutting tools sharp and cover sharp edges when not in use.• Replace cracked, broken handles on files, hammers, screwdrivers etc. Replace worn jaws on pliers, pipe tools. Carry tools in a sturdy toolbox to and from the site. Do not carry a sharp tool in your pocket.• Do not carry tools in a way that interferes with using both hands on a ladder or when doing any hazardous work. If working on a ladder or scaffold tools should be raised and lowered using a bucket and hand line.• Wear the appropriate PPE, tight fitted cut resistant gloves, safety glasses or goggles.• Clean as you go to avoid the buildup of materials which may lead to accidents.• Do not use tools that are not right for the job e.g. do not use screwdrivers as chisels. Do not apply excessive force on any hand tool.• Do not throw tools. Hand them, handle them directly to other workers.	3	2	6	
	Face/Eye Injury	Subcontractors								
	Foot Injury	General Public								
	Injury to other parts of the body	Contractors								
		Official Visitors								
		Plant Operators								



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 10 - Abrasive Wheels Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 10 - Abrasive Wheels Includes Chop Saws, Angle Grinders, Bench Grinders, cutting and grinding tasks.	Fire/explosion through ignition of sparks	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	• Operate all tools as per manufacturer’s instructions.	4	2	8
	Bursting of abrasive wheel or disc at high speed					• Only trained and competent personnel should change discs and operate consaws &grinders.			
	Contact with wheel or disc resulting in laceration or amputation.					• Hot work permit system must be in place before starting work.			
	Losing control of the Equipment					• Fire prevention equipment must also be in place i.e. Fire blankets, fire extinguishers.			
	Clothing entanglement with moving parts					• Area around grinding should be cleared from all combustible materials.			
	Personnel injury-Eye injuries/blindness from flying parts					• The area should be adequately screened and signs posted to inform and protect other trades/ visitors of flying particles.			
	Injury to bystanders					• Always unplug the grinder before altering guards or changing discs.			
	Inhalation of dust/fumes					• Use the correct disc for the job, cutting discs for cutting and grinding discs for grinding.			
	Exposure to excessive noise levels					• Power rating, spindle speeds and identification number to be clearly identified on all grinders including bench mounted grinders,			
						• A visual inspection is required by the operator before use of all machines and discs for damage.			



Martin Ryan and Sons Risk Assessments

						<ul style="list-style-type: none">• Provide adequate ventilation working in a confined space and control cutting activities.• Ensure abrasive wheels are stored correctly in dry containers, in manufacturers packaging.• Abrasive wheels should be checked pre-use. Any defects to abrasive wheels should be reported to a supervisor immediately.• Do not cut overhead if possible.			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 11 - Ladders/Podium Ladders Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
<div>No. 11 - Ladders/Podium Ladders Where work at height cannot be avoided and a system scaffold, mewp or aluminum /mobile tower are not feasible due to existing features on site that cannot be altered and the work is of short duration a ladder may be used-</div> <div>LADDERS ARE FOR SHORT DURATION WORK ONLY- TYPICALLY 15-30 MINUTES.</div>	<div>Persons falling from a ladder</div> <div>Materials falling from a ladder</div> <div>Death, Bodily Injuries</div> <div>Equipment failure</div>	<div>Employees</div> <div>Subcontractors</div> <div>General Public</div> <div>Contractors</div> <div>Official</div> <div>Visitors</div> <div>Plant Operators</div>	5	4	20	<div><div></div><div><ul style="list-style-type: none">Ladders to be used only for low-risk work and short duration (less than 30 min)If working from a Podium Ladder, ensure that the gate at the top is closed properly and that it is not broken.Ensure that hand tools are left on the rest area on top of the ladder and ensure that if there is a storage box on the ladder that all pieces of equipment are left in this area. Under foot conditions should be clean and tidy.All Ladders should not be used when more suitable means of accessing work at height is available e.g. Scaffolds, Alloy tower, M.E. W. P.Ensure employees are physically capable and trained in the proper safe use and inspection of ladders.Straight ladders should be tied at the top or footed. Only 1 person allowed on a ladder at a time.Always face the ladder when moving or working. Do not carry loads up or down ladders- pass loads hand to hand or use rope-maintain 3 points of contact always.Ladders should not be painted or treated in such a way as to conceal defects.The angle should be stable 75 degrees from horizontal i.e. 4 to 1Ensure the top of the ladder extends at least 1 meter above any landing platform.Never lean ladders against fragile surfaces e.g. windows and protect surfaces from damage.Ladders should be inspected before use, on a weekly basis and recorded on GA3 forms. They should be free from splits cracks or other defects. Any defects should be reported immediately.Footwear worn by persons using a ladder must be clean and of the type to provide satisfactory grip- overshoes must have grips on the soles.Metallic ladders must not be used near electricity or certain chemicals- check SDSStepladders should be fully opened and not used as a straight ladderThe top two steps of an A-Frame should never be used</div></div>	4	2	8



Martin Ryan and Sons Risk Assessments

						<ul style="list-style-type: none">• The ground conditions should be considered. Ensure the ground is level and solid.• Never straddle an A-Frame ladder. Stepladders must be used fully open with cords taut.• Ladders should be stored securely after use. Damaged ladders must be removed immediately.			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No.12 - Forklifts Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No.12 - Forklifts Use of Forklift Trucks	Overturning of equipment Dropping of unsecured load Injury to personnel working nearby. Driving on unstable ground Overloading Excessive speeds	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">• You must hold a valid forklift cert before operating a forklift.• Load to be correctly located on the forks, secures against slipping and wide loads balanced to not tilt sideways. Load to be carefully deposited on to load area (Racking, Trailer) without shock loading.• Check for people in the vicinity. Keep personnel clear of operations (Plant / Personnel segregation).• Persons not to stand between machine or the load and any fixed object to prevent being crushed.• Carry loads close to the ground. No passengers to be carried• No lifting of a person on the forks – materials handling only• Before using any attachment check with the manufacturer regarding the machine stability• Daily checks to be made by driver on brakes, steering etc., weekly check to be recorded on form GA2• Ensure regular maintenance and inspection. Ensure that rules governing authorised use of plant are described at induction.• If attachments are to be fitted to a forklift, ensure it is compatible and approved for use and secure before using.• Man, Baskets are only to be used in exceptional circumstances. Permission must be received from the Director and the EHS Advisor. If permission is granted a detailed task specific Risk Assessment and Method Statement are required.• Even if you hold a valid cert - Do not use clients forklifts without permission from client and Martin Ryan & Sons Transport Manager.	4	2	8



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 13 - Compressed Air Equipment Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 13 - Compressed Air Equipment All COMPANY locations on site where compressors are in use.	Grit/ Swarf Injury from tools	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">• Check Equipment daily before use and report defects immediately.• Equipment must be maintained and tested in accordance with legislation.• Ensure engine cover/flaps must be in place during use, to ensure noise control is effective; this also includes mufflers fitted to breakers.• Wear eye, foot and ear protection where needed but especially with breakers and abrasive discs.• Hoses, connections and valves must be in good condition and correctly fitted.• Take care when blowing out condensation etc. from hoses and ensure that the open end is secure and not pointing at anybody.• Do not use compressed air for blowing down clothing etc. as compressed air can enter the body via the skin.• Disconnect equipment from the compressor changing discs, tools etc. Do not fold hoses.• Ensure that jockey wheel, stands and brakes are operational before manhandling compressors.• Use a vehicle to move compressors whenever possible.• Ensure that air receiver has been thoroughly examined within the last 24 months and a certificate provided.• Power fastening and tightening equipment with a slip clutch should be used as much as possible.	4	2	8
	Compressed Air Entering the body or blood stream								
	Injury to feet if breaker points slips (usually caused by blunt point.)								
	Noise								
	Uncoupled hose swinging out of control								
	Machine starting unintentionally while changing disc or attachments.								
	Manual Handling accident moving compressor								
	Twisting of tool on stuck, fast or rusted nut and bolts.								



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 14 - Use of Pneumatic Tools Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 14 - Use of Pneumatic Tools All operations regarding the use of pneumatic tools, etc.	Compressed Air Vibration white finger Particles from work surface Damage to operator’s feet by breaker point Noise Duct Cuts / Lacerations	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">Others to be kept clear of the work area. Operative to be trained & competent in using and maintaining the equipment Ensure hoses are properly connected and whip check springs attachedWear appropriate P.P.E., including ear defenders, safety goggles, dust masksSelect tools to minimise vibration and noise levelsEnsure frequent breaksThe point of the jackhammer should be kept sharpened to avoid skidding and coming into contact with operators’ feetUse both hands when operating Tools and ensure stable stanceHold firmly against work pieceCompressor to have relevant certification including lifting gear	4	2	8



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 15 - Welding Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 15 - Welding Only competent operative to use welding equipment. Ensure that the equipment is in good working order for works across the sites	Respiratory disease	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">Welding shields with the appropriate anti-flash screen to be wornWelders to wear leather welding shrouds and hoods or flame-retardant overallsWelding sets to be earthedWelding equipment to be checked regularly by competent personWelders, while welding, not to wear high viz vestStore and handle gas cylinders correctlyKeep flammables away from area where welding is taking placeFire extinguishers to be immediately available in the areaProtect from infra-red and visible light by means of box goggles with a housing made to BS 1542 and filters made to BS EN 169 and 171UV radiation to be avoided with filters to BS EN 169 and 170Ventilate to avoid heat stressWelding screens to be erected between welder and othersSite Emergency Plan & Fire Evacuation PlanOperators’ instructions to be followed always.	4	2	8
	Systemic Poisoning								
	UV radiation								
	Ozone								
	Welding fumes								
	Eye injuries								
	Burns to personnel								
	Fire								
	Electrocution								
	Grinding tools, Explosives								



Martin Ryan and Sons Risk Assessments

Risk Assessment No.16 - General Workshop Activities Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No.16 - General Workshop Activities All operational activities in the Workshop including working on a plant and machinery maintenance	Slips and trips. Damaged or worn hand tools and/or incorrect use of tools. Injury from incorrect use of machinery. Dust Entanglement or injury from portable electrical tools. Physical injury from protruding fixings, e.g. nails, screws etc. Noise.	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">• Ensure correct PPE is worn when operating equipment, seek advice if unsure.• Suitable arrangements for moving materials and equipment safely.• Ensure work area is tidy and kept clear of debris etc.• Inspect equipment and tools for faults/damage before use.• If heavy or awkward items are being worked on or moved mechanical handling equipment or assistance should be obtained. If required, contact supervisor.• Use only approved equipment and power tools if competent in their use and ensures familiarity with machinery and electrical isolation controls.• Precautions should be taken to minimise skin contact with oils, adhesive, resins and treatment chemicals.• Warning signs must be displayed if appropriate.• Use hearing protection if noise levels excessive and advise others to wear hearing protection also.• Ensure that appropriate guards are in place and adjusted correctly for the work to hand.• Ensure safe storage of materials.• On completion Tidy up. Clean work area, machinery and equipment used.• Replace equipment, store away unused materials and chemicals safely. Reset/isolate machinery.• Secure workshop when not in use.	3	2	6



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 17 - Air Spanner Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 17 - Air Spanner All operational activities in the Workshop including using the air spanner	External and internal Body injury – horseplay with compressed air Skin and eye injury from contact with air or blown particles. Explosion of vessels storing compressed air Slip trip injuries from hoses Fire	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">Operators Manual to be followed always Suitable and sufficient equipment to be provided for tasks.Inspection of compressed air system, fuel system, hoses, fittings, regulator, valves Maintenance as per manufacture recommendations, Service and repair by competent person. Workers trained in safe working procedures and dangers of horseplay,All equipment checked before use and faults reported to management. Safety is essential when using the air tool. If you are not sure, ask your supervisor.Always wear protective equipment and clothing such as eye wear or a face shield, overalls, gloves and other necessary protective clothing. Use protective barriers where necessary.When mounting and dismounting accessories such as impact sockets and buzz out wheels, make sure to disconnect the tool from the air line or to shut off the air line/ power source.Always use the correct accessories. Do not use worn, warped and damaged accessories.Always use the correct air hose and fittings such as an inlet bushing, hose nipple and hose coupler and inspect them regularly for wear and damage and replace when necessary.Check the connections before use. (If the hose comes away while you’re working with the inflator or the air tool, it can damage the vehicle or injure you.)Keep the air hose clear of working parts of the air tool so that it doesn’t get caught in them.	3	2	6



Martin Ryan and Sons Risk Assessments

						<ul style="list-style-type: none">• Check that all attachments are tight before starting the tool. Remember to always disconnect the tool from the air supply/power source when changing attachments.• Do not use the air hose/lead for supporting, lifting or lowering the tool.• Make sure before use that the tool runs as per its specifications. The tool should be used per its capacity and only for its own purpose. Do not burst into full speed operation. Avoid any bumping action and excessive pressure.• Do not use the tool in a place which is filled with flammable gas.• Never use or continue to operate the tool when you feel abnormal vibration, hear unusual sounds, notice unusual changes in speed or find any other irregularities.• Torque for a wheel shall be followed. All nuts should be manually checked for torque with a manual wrench.• When refuelling petrol operated impact, wrench ensures that the engine is cool as there is a risk of fire.• Management will ensure that equipment is properly used, inspected and maintained.• Operatives provided with information on hazards risks and controls associated with equipment.			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 18 - Removing and Replacing Wheels from Vehicles Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 18 - Removing and Replacing Wheels from Vehicles All operational activities with regard removing and replacing wheels on vehicles	Malfunction of equipment Vehicle Collapsing Crushing Pinching Wheel falling on people	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">• Maintenance carried out on lifting equipment by competent persons only.• Daily pre-user checks on all lifting equipment• Operatives regularly inspect lifting equipment and are instructed to report faults immediately to the manager• All service and repairs are undertaken by competent mechanic• Jacks to be placed under vehicle at proper lifting points• Vehicle to be chocked• SWL must never be exceeded• Persons must not work under Vehicle• Ensure all persons are clear while work is being carried out• Keep clear of all moving parts• All guidelines outlined by manufacturer / supplier’s manuals will be followed always.• Management must ensure implementation of, monitor and maintain.• Provision of adequate maintenance information to operatives• Safe maintenance procedures and associated equipment / PPE• Regular maintenance and inspection of hoist• All operatives to be trained in the safe use of lifting equipment	3	2	6



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 19 - Inflating Tyres Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 19 - Inflating Tyres All operational activities including inflating tyres in course of completing repairs	Malfunction of equipment	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	16	<ul style="list-style-type: none">• Maintenance carried out on all equipment by competent persons only.• Daily pre-user checks on all equipment• Compressor to be checked regularly• Operatives regularly inspect equipment and are instructed to report faults immediately to the manager• All service and repairs are undertaken by competent Persons• Air hoses to be checked before use• Ensure all persons are clear while inflating tyres• Tyres should be in cage while being inflated. If this is not possible vehicle must be isolated away from normal activities and ensure no one is in front of inflated tyres.• Clip on fittings must be used with long hoses so operator is positioned in a safe place• Tyre must be inflated to correct pressure Do not over inflate. Let tyre settle before removing air hose• Keep all persons clear of operation• All guidelines outlined by manufacturer of tyres & equipment must always be followed.• Hearing protection Gloves & Eye protection• Management must ensure implementation of, monitor and maintain;• Provision of adequate maintenance information to operatives• Safe maintenance procedures and associated equipment / PPE• Regular maintenance and inspection of all equipment• All operatives to be trained in the safe use of equipment.	4	2	8



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 20 - Working on Wheels and Tyres and Inflating Tyres Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 20 - Working on Wheels and Tyres and Inflating Tyres All operational activities involved with working on tyres	Manual Handling Damaged Wheels Air blasts causing serious injury. Malfunction of Equipment Noise Crushing Exploding Air Hoses	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">Always Replace badly damaged wheels. Always deflate tyres before starting repairs.Always stand clear of tyres during inflation. Inflate tyres to the correct pressures. Never over inflate tyres.Replace badly damaged wheelsMaintenance carried out on all equipment by competent persons only.Daily pre-user checks on all equipment. Compressor to be checked regularlyOperatives regularly inspect equipment and are instructed to report faults immediately to the managerAll service and repairs are undertaken by competent PersonsAir hoses to be checked before useEnsure all persons are clear while inflating tyresTyres should be in cage while being inflated. If this is not possible vehicle must be isolated away from normal activities and ensure no one is in front of inflated tyres.Clip on fittings must be used with long hoses so operator is positioned in a safe placeTyre must be inflated to correct pressure Do not over inflate. Let tyre settle before removing air hoseKeep all persons clear of operationAll guidelines outlined by manufacturer of tyres & equipment must always be followed.Hearing protection Gloves & Eye protectionManagement must ensure implementation of, monitor and maintain;Provision of adequate maintenance information to operativesSafe maintenance procedures and associated equipment / PPE	4	2	8



Martin Ryan and Sons Risk Assessments

						<ul style="list-style-type: none">• Regular maintenance and inspection of all equipment• All operatives to be trained in the safe use of equipment			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 21 - Repair and Maintenance Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 21 - Repair and Maintenance All operational activities involved with maintenance both on site and in the workshop	Fall from Heights from machinery. Electrocution Crush injuries Caught up in drive shafts(entanglement) Slips, trips & falls Noise (from other activities in area) Cuts Risk from chemical & oils.	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">Only competent personnel are to conduct maintenance. LOCKOUT must always be in place where practical.All guidelines outlined by manufacturer / supplier safety handbooks and SDS must be followed.All repair and maintenance will be carried out under the supervision of the maintenance supervisor.An “Out of Order, Do Not Use” sign will be placed on the item of equipment to be worked on.A competent person must verify that all power to the plant or equipment is dead prior to commencing maintenance.Where the machine is to be tested during repair or maintenance and where moving parts are exposed it will only be done under strict supervision of a competent person.All moving parts of the machine are wedged and clamped so they do not move accidentally.All equipment and parts of equipment are propped with proper supports. All hydraulic rams are to be propped.Hydraulic jacks are never to be used on their own; a physical support must be used in case of failure.Work area around plant & equipment being repaired or maintained will be kept tidy always.Axle stands used as required. Notices to be placed on equipment.Any spillages of oil or grease will be cleaned up immediately.When handling sharp objects, such as the blades, bits, tooling, gloves must be worn.Maintenance personnel to be aware of hazards from chemicals or oils encountered during maintenance operations.All guards are replaced and all safety devices and machine covers are replaced before the machine is put back in operation.	4	2	8



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						<ul style="list-style-type: none">Only when the maintenance supervisor is satisfied that the work is complete will the machine be reconnected to its power source or the isolation lock and tag removed. <p>All maintenance operatives must remove rings/jewellery and ensure clothing / protective equipment (sleeves, pockets, straps cords etc...) is close fitting, zipped and secured and long or loose hair is contained.</p>		
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 22 - Removing, Installing and Charging Batteries Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 22 - Removing, Installing and Charging Batteries All operational activities involved with charging Batteries and coming in to contact with them	Explosion Burns Fire Damage to Equipment Eye injuries	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">• Use of battery charging equipment management approval.• All charging equipment will be identified individually and is subject to planned maintenance. Equipment will be selected regarding voltage, power and environmental conditions.• Visual inspection of equipment will be carried out before use.• All equipment found to defective will be switched off and reported immediately.• Suitable fire extinguishers provided and maintained.• Charging must take place in a well-ventilated area.• First aid kits and eye wash must be kept topped up.• Use insulated tools to avoid shorting.• Avoid wearing jewellery when charging.• Use correct battery terminals.• PPE – Safety goggles or visor must be worn whilst charging• Use appropriate respiratory protective equipment as specified by the manufacturer• Long sleeves and rubber gloves should also be worn• Management are responsible for ensuring that attention is paid to battery charging.• The use of this equipment will be monitored to ensure safe use.• Operatives will be trained in the precautions and safe use of battery charging equipment and any required PPE• Do not connect a fully charged battery to a completely discharged battery, explosion may occur.• Battery electrolyte contains sulphuric acid, which can damage your skin.• Do not connect or disconnect batteries while charging. Do not charge at rates more than manufacturers’ recommendations.	3	2	6



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						<ul style="list-style-type: none">Do not use high-rate discharge tester immediately after charging. Metal objects will be prevented from falling across battery terminals.Always use a well-ventilated area for charging batteries.			
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Risk Assessment No. 23 – Shelving/Racking and Storage Units Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 23 – Shelving/Racking and Storage Units Ensure that when accessing storage at height that there is a ladder or hop up used	Falling Units Slip, Trips or Falls Fall of Items from Height	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">Adequate shelving and storage space are provided. All shelving will be of a design appropriate to the use for which it is required and will be properly secured and have no sharp edges. No items should protrude into the aisles.Employees are required to place heavy items on the lower shelves and are advised of the dangers of overloading shelving and other storage units.Under no circumstances are employees allowed to climb on shelving or use shelving as a stepping point.Proper means of access to and loading and unloading of heavy items will be provided.Ensure that the shelving is on good condition and secure.When accessing storage at height use a ladder or a correct hop up.Racking to be inspected & certified by a competent personModifications to racking by a competent person only.Damage to racking to be reported immediately.	3	2	6



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 24 - Chemical Handling Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 24 - Chemical Handling When cleaning or painting workpieces the correct PPE is to be worn and spills are to be prevented to ensure a safe system of work.	Skin or eye irritant	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">• Read container labels before use. Follow instructions given.• Wear suitable rubber gloves when handling these substances and carrying out associated procedures.• Wash hands regularly before and after wearing gloves and contact with these substances.• Dry hands and all skin thoroughly after washing, especially between the fingers.• Be aware of the signs and symptoms of dermatitis.• Different materials never mixed without proper instruction• Consideration given to substituting or use of less hazardous chemical.• Training provided for staff handling hazardous chemicals.• Safety Data Sheets available for all hazardous chemicals and requirements strictly followed.• Containers properly labelled.• Safe storage and dispensing of these chemicals.• Keep flammable materials away from sources of ignition.• Familiarisation provided with emergency procedures.• Appropriate PPE provided and used.• Good hygiene standards in place and enforced by management.• Spillages immediately cleaned up.• Good housekeeping is required always.	4	2	8
	Burns								
	Respiratory problems, Asphyxiation								
	Ingestion with food								
	Exposure levels Exceeded								
	Fire / explosion								
	Spillage								



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 25 - Diesel, Oils, Waste Oil and Chemicals Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
<div>No. 25 - Diesel, Oils, Waste Oil and Chemicals</div> <div>All operations refer to Safety Data Sheets before use. Correct PPE to be used when handling chemicals</div>	Fire	Employees	4	4	16	<div><div><div>A safety data sheet (SDS) for oils and chemicals must be available on site always they are in use.</div><div>Contact with skin, eyes and the ingestion of the product must be avoided.</div><div>All oil and chemical spills must be cleaned up immediately using one of the onsite spill kits.</div><div>Oil and chemical spillages must not be run down the drain.</div><div>The provisions contained within the SDS relating to first aid and firefighting provisions must be adhered to always.</div><div>Appropriate PPE must be worn always. This includes appropriate waterproof gloves.</div><div>Comply with ADR training.</div></div><div>(Specialised PPE & gloves may be needed for more hazardous substances)</div></div>	3	2	6
	Spills	Subcontractors							
	Chemical Burns	General Public							
	Skin Disease	Contractors							
	Environmental Pollution	Official Visitors Plant Operators							



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 26 - Waste – Storage, Handling, Solid Waste, Hazardous Waste Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 26 - Waste – Storage, Handling, Solid Waste, Hazardous Waste All operations involved in the removal of waste on site	Trips	Employees	4	3	12	<ul style="list-style-type: none">• All waste must be stored in designated areas and in appropriate containers.• All liquid waste should be stored in appropriate labelled containers inside a bund.• Waste should be handled with care and appropriate PPE must be worn.• All waste must be disposed of correctly by hauliers with the correct license for the waste type.• Adhere to client protocols when you are on their site.	2	2	4
	Fire	Subcontractors							
	Spills	General Public							
	Chemical Burns	Contractors							
	Skin Disease	Official							
	Environmental Pollution	Visitors							
		Plant Operators							



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 27 - Chemicals / Hazardous Substances/Spray Painting/ Petrol/ Diesel/HVO/Ad Blue Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 27 - Chemicals / Hazardous Substances/Spray Painting/ Petrol/ Diesel/HVO/Ad Blue All operations involved in working with hazardous substances and spray painting	Dermatitis Respiratory problems Inflammation Illness Corrosive burns Toxic absorption Acute and chronic illness Death	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">• Substitute chemicals for a less harmful substance where possible.• Chemical quantities and time of exposure to be eliminated / reduced wherever possible.• Safety Data Sheets are required for all chemicals that operatives and others may be exposed to.• Instructions and precautions required manufactures instructions and MSDS are to be carefully followed.• Store all hazardous chemicals in original containers.• Local Exhaust Ventilation system needed.• Do not smoke near petrol fumes.• Do not refuel hot or running engine.• Refill fuel in ventilated area.• Ensure adequate number of serviced extinguishers in forecourt.• PPE – Appropriate PPE as indicated in SDS or manufacture instructions will be provided, used and maintained• Provide staff with training, gloves etc. to enable cleaning chemicals to be used safely• Management will ensure operatives are provided with information on any hazardous substances they may be exposed to at work and instructed and trained in the safe use of any procedures or equipment that may be required.• Management will inspect and monitor any procedures or PPE requirements.• Operatives will be informed instructed and trained as appropriate to the hazardous substance and procedures and PPE required. Refuelling Vehicles: <ul style="list-style-type: none">• Ensure correct fuel is put in tank.• Ensure all personnel involved in refuelling wear appropriate PPE including gloves.	4	2	8



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					<ul style="list-style-type: none">• Ensure all drivers are trained in spill response procedures, including the use of spill kits and reporting protocols. Conduct refuelling in well-ventilated areas to prevent the buildup of fumes.• Ensure that the refuelling area is free from any sources of ignition, including smoking, open flames and electrical sparks.• Regularly inspect and maintain refuelling equipment, such as pumps and hoses to ensure they are in good working condition and free from leaks.• Use equipment that is compatible with both diesel and HVO to avoid cross-contamination and ensure safe operation.• Ensure vehicles are grounded during refuelling to prevent static electricity buildup, which could lead to a fire or explosion.• Encourage the use of anti-static mats or grounding cables during the refuelling process.• Refuel away from water sources, drains and sensitive environmental areas to minimise the risk of contamination.• Dispose of any fuel-soaked materials, such as rags or absorbent pads, in designated hazardous waste containers.• Clearly post emergency contact information and procedures at refuelling stations.• Ensure all staff are trained in emergency shutdown procedures and know how to activate emergency stop buttons or valves in case of a spill or fire.• Place clear signage in the refuelling area indicating that refuelling is in progress and that only authorized personnel are allowed in the area. <p>Ad Blue:</p> <ul style="list-style-type: none">• Ensure that all equipment used with AdBlue (e.g., tanks, pumps and hoses) is made of materials compatible with urea solutions. AdBlue can corrode certain metals such as copper, brass and aluminium, so equipment should be made from stainless steel or specific plastics designed to handle AdBlue. <p>AdBlue Contamination Prevention:</p> <ul style="list-style-type: none">• Implement strict procedures to prevent AdBlue contamination. Mixing AdBlue with diesel or other fuels, even in small amounts, can damage the vehicle's		
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Martin Ryan and Sons Risk Assessments

					<div>selective catalytic reduction (SCR) system. Separate and clearly label AdBlue dispensing equipment to prevent accidental cross-contamination.</div> <div>Temperature Control and Storage:</div> <div><ul style="list-style-type: none">Store AdBlue in temperature-controlled environments. AdBlue should be kept between -11°C and 30°C. Exposure to higher temperatures can cause the urea to decompose, reducing its effectiveness, while freezing can cause crystallisation. Use insulated storage if necessary to maintain optimal temperature.</div> <div>Corrosion Prevention:</div> <div><ul style="list-style-type: none">Due to its corrosive properties, ensure that any spills are promptly cleaned to prevent corrosion of surfaces and equipment. This includes ensuring that AdBlue does not come into prolonged contact with vehicle components that are not designed to resist urea corrosion.</div> <div>Disposal of Contaminated Materials:</div> <div><ul style="list-style-type: none">AdBlue-contaminated rags, absorbents, or other materials must be disposed of properly according to local hazardous waste regulations. Establish a designated disposal area for AdBlue-contaminated waste to prevent environmental contamination.</div> <div>First Aid and Exposure Control:</div> <div><ul style="list-style-type: none">Provide specific first aid measures for AdBlue exposure. If AdBlue comes into contact with skin or eyes, rinse immediately with plenty of water. Ensure all personnel handling AdBlue are aware of these procedures and have access to eyewash stations and clean water.</div> <div>Dedicated Refuelling Stations:</div> <div><ul style="list-style-type: none">If possible, establish dedicated Refuelling stations for AdBlue to minimize the risk of contamination with diesel or other fuels. Ensure these stations are equipped with proper signage and instructions specific to AdBlue handling.</div> <div>Monitoring for Crystallization:</div> <div><ul style="list-style-type: none">Regularly monitor AdBlue for signs of crystallization, which can occur if it is exposed to air or extreme temperatures. Crystallization can block the dispensing equipment and reduce the effectiveness of the SCR system. If crystals form, clean the equipment immediately following the manufacturer’s guidelines.</div> <div>AdBlue Shelf-Life Management:</div>			
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Martin Ryan and Sons Risk Assessments

						<ul style="list-style-type: none">• Monitor the shelf life of stored AdBlue. AdBlue has a limited shelf life, typically around 12 months, depending on storage conditions. Implement a system to track and rotate stock to ensure that older AdBlue is used first and any outdated product is disposed of properly.			
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Risk Assessment No.27.A Transporting Hazardous/Flammable Goods (ADR) Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No.27.A Transporting Hazardous/Flammable Goods (ADR) Transport of hazardous and flammable goods (ADR) by road, including loading, transit and unloading.	Fire, explosion, chemical spills, environmental contamination, inhalation of toxic fumes.	Employees, subcontractors, general public, contractors, official visitors, plant operators.	5	5	5	Refer to Risk Assessment No.27 + Plus additional Controls <ul style="list-style-type: none">• Ensure compliance with ADR regulations for the transport of hazardous materials.• Use only trained and certified drivers for transporting hazardous goods.• Ensure vehicles are properly labelled with appropriate ADR hazard signs.• Conduct regular vehicle inspections and maintenance, focusing on systems that prevent leaks and fire.• Secure loads properly to prevent shifting and potential leaks during transit.• Implement emergency response plans, including spill kits and fire extinguishers readily available in the vehicle.• Ensure adherence to route planning to avoid hazardous areas and congested routes.• Adhere to client protocols when you are on their site.	3	3	9



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 28 - Working Adjacent to Live Traffic on a breakdown Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 28 - Working Adjacent to Live Traffic on a breakdown All operations working adjacent to the public and to live traffic on Breakdown	Fitter/Mechanic in contact with site plant or vehicle on public road Motor Traffic Accident- between motorists on public roads Vehicles on public roads or vehicle and site plant on public road Vehicle colliding with fitter Public Objects falling from passing trucks and causing damage Overhead and underground cables	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">• Cones / Breakdown triangle to be placed between the traffic and the works being carried out• Adequate lighting needed for night works.• Flashing beacons to be used• Ensure that fitter does not cross the public road without checking for oncoming traffic• Ensure proper advanced warning system and signing is in place at both public road approaches to crossing• Full Hi-Vis clothing to be worn• If a flagmen/spotter is employed ensure that they receive instruction regarding their duties and receive safety induction to their task before they start work.• All operatives based on a public road must wear high visibility garments and safety boots at a minimum	4	3	12



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 29 - Roadside / Inspection / Maintenance/ Breakdown Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 29 - Roadside / Inspection / Maintenance/ Breakdown All operations working adjacent to the public and to live traffic on Breakdown	Collision with Traffic Motor Traffic Accident- between motorists on public roads Manual Handling Vehicle colliding with fitter Traffic hazard vehicles/ pedestrians	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	5	25	<ul style="list-style-type: none">Vehicles should be regularly maintained inspections and safe working procedures professional drivers will typically face situations where roadside exposure will occur e.g. To inspect shifted loads/ change wheels/ breakdowns etc. <p>PHYSICAL CONTROLS / PROCEDURES:</p> <p>Roadside procedures – Drivers are instructed:</p> <ul style="list-style-type: none">If possible, move the vehicle well clear of the roadway to avoid danger from passing traffic.Securely Park vehicle – and if possible, minimize the vehicle creating a traffic hazardSwitch on hazard warning lightsWear your high visibility jacket /reflective safety vestAlways check the mirror before opening the cab door. Beware of passing traffic.If you must check the off side of the truck, always face the oncoming traffic so you don’t get hit from behind.Be especially careful when returning to the cab.Approach your cab door from the front of the truck to minimise exposure time and enable you to face the traffic.Look around the corner of the cab before stepping out on the road because motorists will not see you comingSet up warning triangles if required <p>Drivers are instructed to:</p> <ul style="list-style-type: none">Beware of slippery surfaces on the vehicle (load platforms, chassis frame, steps) and around the vehicle (wet or oily surfaces).Notify the manager/ breakdown services where applicableFollow accident procedures where applicable.	4	3	12



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 30 - Use of Power washer Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 30 - Use of Power washer All COMPANY locations and on sites where power washers are in use.	Grit/Swarf entering eyes and mouth and up nose. Compressed water entering the body or blood stream Injury to feet or fingers when nozzle pointed towards same Noise Uncoupled hose swinging out of control Machine starting unintentionally while carrying out maintenance Manual Handling accident moving powerwasher Electrocution. Damage to property.	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">• Check Equipment daily before use and report defects immediately.• Equipment must be maintained and tested in accordance with legislation.• Ensure engine cover/flaps must be in place during use, to ensure noise control is effective; this also includes mufflers fitted.• Wear Goggles (and face visor if needed), heavy PVC gloves, safety wellingtons, wet gear, hard hat, high vis and hearing protection if necessary.• Hoses, connections and valves must be in good condition and correctly fitted.• Take care when working near people of near your own feet and fingers / body so as the lance is not pointed towards a person’s body.• Do not use power washer to clean down clothing etc. as compressed water can enter the body via the skin.• Ensure that jockey wheel, stands and brakes are operational before manhandling large powerwashers.• Use a vehicle to move powerwasher whenever possible.• Read the operators manual for the powerwasher and follow necessary safety instructions from same and if you have any questions contact your supervisor.• Do not point powerwasher towards flammable liquids or towards electricity.• Ensure all leads and sockets are not on water when in use and that all trip switches are working.	3	2	6



Martin Ryan and Sons Risk Assessments

Risk Assessment No.31 - Company Vehicles Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No.31 - Company Vehicles All operations with company vehicles, plant and equipment on sites, roads and workshop	Inadequate maintenance/ checks on company vehicles Inadequate maintenance/ checks on vehicles	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">• Road Traffic Accident – Injury due to collision Only suitable qualified and insured employees may operate company vehicles. They must always be driven within the rules of the road and the law• They must have recorded and scheduled programme of maintenance and must hold DOE certificates as necessary. Any breach of the Road Traffic Acts will be treated with the utmost severity.• Manual Handling – Good manual Handling practice must be exercised in loading and unloading of vehicle• Ensure all equipment is safely stored in the vehicle so that it will not slide or shift forward in the event of an emergency stop• Wheel Change – Cuts, Bruises, MH Injury, Traffic Passing by Vehicle is issued with full wheel changing kits• The jack, screwdriver, spare wheel and tyre iron are usual vehicle equipment. The reflective jacket, torch and red triangle are supplied by the company.• All the equipment is to be properly maintained by the vehicle drivers.• If a puncture occurs and a wheel change is needed do the following:<ul style="list-style-type: none">• Turn on hazard lights - Pull into the left-hand side of the road when safe to do so• Get out of the vehicle and go to the boot. Place the red triangle approx. 30feet from the vehicle. It is imperative that the yellow jacket is worn even in broad daylight• If the puncture is on the left-hand side of the vehicle proceed to change the tyre taking great care with regard to manual handling, If the puncture is on the right-hand side of the vehicle try to angle the car slightly to give protection from oncoming traffic.• When the wheel has been changed replace equipment back in the vehicle in their original storage places. Have the puncture repaired as soon as possible, especially if the spare is a temporary wheel	3	2	6



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 32 - Goods Vehicles – General Driving Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 32 - Goods Vehicles – General Driving All operations of Heavy Goods Vehicles	Traffic accidents from collision with other vehicles, pedestrians/ structures etc. Damage to property from truck contact. Driver Ill health from Postural problems leg / foot injury Stress / Fatigue/ Eyestrain	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">• Vehicles provided by the company will meet requirements set out under the Road Traffic Act• Drivers consulted and cabs fitted with suitable seating and other features to reduce ergonomic problems associated with driving. (also see work at height risk assessment)• Vehicles contain first aid/ fire extinguishers / hands free phones etc.• Drivers Daily Walk around Checks. Weekly Inspection/Statutory Inspections• Examination and testing of Trucks are up to date. Any defects or damage reported to the manager.• Regular service and repairs undertaken by qualified mechanic. Drivers: <ul style="list-style-type: none">• Experienced with appropriate training. Medically fit to perform duties• Undertake regular vehicle inspections• Report and feedback to the manager any problems with<ul style="list-style-type: none">➤ vehicle➤ traffic routes/ near misses➤ signage/ reversing➤ loading/unloading sites and➤ driver health conditions• Instructed to drive with care and comply with Traffic Acts, regulations and other associated legislation.• Regular clients / routes and time schedules established to reduce stress / fatigue problems• Drivers instructed never to jump down from cab. TRAINING <ul style="list-style-type: none">• Current heavy good vehicle licence• Complete client Inductions/ Training	3	2	6



Martin Ryan and Sons Risk Assessments

						<ul style="list-style-type: none">• CPC Driver Training and Load restraining Training• Other as required by product hauled/ equipment used/ client requirements• Further consultation with drivers about health and safety issues			
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Risk Assessment No. 32.A - Driving/Working in Hazardous/Flammable/ATEX Areas Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 32.A - Driving/Working in Hazardous/Flammable/ATEX Areas – Operations involving driving and working within hazardous or ATEX-rated areas, where explosive atmospheres might be present.	Explosion, fire, inhalation of toxic fumes, ignition of flammable substances, electrical hazards.	Employees, subcontractors, general public, contractors, official visitors, plant operators.	5	5	25	Refer to RA 31 & 32 + Plus additional Controls <ul style="list-style-type: none">• Ensure vehicles and equipment used in ATEX zones are certified as explosion-proof.• Conduct area hazard assessments before beginning operations to identify potential ignition sources.• Implement strict controls on the use of electrical equipment, ensuring compliance with ATEX standards.• Use intrinsically safe tools and equipment where applicable.• Regularly monitor the atmosphere for the presence of flammable gases using appropriate detection equipment.• Implement strict no-smoking policies and control all potential ignition sources.	3	3	9



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 33 - Reversing Vehicle Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 33 - Reversing Vehicle All operations where plant is moved from site to site or from the compound to site.	Accidents from collision with other vehicles, pedestrians/ structures etc Damage to property from truck contact.	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	Drivers are to receive adequate safety information about delivery/ collection sites. ➤ Problems with one-way systems / overhead hazards ➤ Entrance/exits, reception area, traffic routes, ➤ Parking /waiting/ loading areas ➤ Visiting driver rules restrictions requirements ➤ Special conditions for reversing / signalling/ banks men used. Vehicles fitted with suitable reversing aids and warning devices. ➤ Drivers are to check reversing aids and warning devices are working and report faults immediately. ➤ Drivers are to be familiar with loading / unloading procedures. ➤ Drivers are to check the area is clear of people and traffic when reversing. ➤ Drivers to follow all company rules and procedures. ➤ Use spotters if vision is restricted Management is to review work areas and consult with drivers and clients etc to eliminate / minimise reversing hazards. TRAINING: ➤ HGV license ➤ ADR if applicable ➤ Client site loading/ unloading procedures ➤ All staff trained in cleaning procedure for High Vehicles. Client SOPS ➤ Drivers must strictly adhere to the Standard Operating Procedures (SOPs) of our clients at all times. ➤ Compliance with client SOPs is essential to maintain safety, operational efficiency and to meet safety obligations.	4	2	8



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Risk Assessment No. 34 - Loading/ Unloading - Taut liners/ Curtain siders/Loading Ramp Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 34 - Loading/ Unloading - Taut liners/ Curtain siders/Loading Ramp All operations with Loading & Unloading	Loads falling Crushing injuries Vehicle overturning / accidents Falls	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">Drivers are to receive adequate safety information about delivery/ collection sitesProblems with one-way systems / overhead hazards /Entrance/exits, reception area, traffic routes, parking /waiting/ loading areas / visiting driver rules restrictions requirements all to be addressedSpecial conditions for reversing / signalling/ banks men used.Loading/ unloading activities should occur away from pedestrians and traffic or at suitably segregated/ barrier locations.Vehicle / trailer immobilisation during loading / unloading procedure. Drivers should never leave their vehicle without ensuring that the vehicle and its trailer are securely braked. (Trailer parking brakes must be used) the engine is stopped, the starter key removed and any mounted equipment lowered to the ground.Drivers are to wear high visibility clothing when exiting cab. Drivers will Identify the loading "safety zone”Excluding all persons from the area where forklifts are moving as goods may fall from the forklift or vehicle <p>Drivers checks:</p> <ul style="list-style-type: none">Drivers will ensure visual contact with forklift operatorsDrivers will open trailer on one side /unbuckle pull curtainsDrivers are to utilize pedestrian walkways / exclusion zones around truck loading operations and waiting areas where provided.Vehicles are never overloaded. Overloaded vehicles can be unstable, difficult to Control.Loads are properly secured where applicable so that they do not slide around.Distributed evenly / not bulging at sides etc. Uneven loads can make the vehicle or trailer unstable.Before unloading, check that loads have not shifted during transit and are not likely to move or fall when restraints are removed.When driver is satisfied with loading/ unloading of vehicle, close trailer side and ensure all buckles are closed.Loading/ unloading areas should eliminate reversing wherever possibleDrivers are to use suitable access when inspecting loads before releasing restrainingDrivers are to contact the manger if not satisfied with loadingSafe loading/ unloading procedures to be adhered to	4	2	8



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						<ul style="list-style-type: none">• All relevant statutory inspections and certifications are current.• Keep pedestrians away from loading & unloading operations• Drivers are to be familiar with the loading/ unloading procedures <p>Control Measures for Mobile Loading Ramp - Loading and Unloading Operations:</p> <ul style="list-style-type: none">• Ensure ramp is positioned on a stable, level surface capable of supporting the total weight of the ramp, vehicle and load.• Clear the area of any obstructions, debris, or trip hazards before positioning the ramp. <p>Ramp Setup:</p> <ul style="list-style-type: none">• Align the ramp securely with the trailer; ensure it sits flush against the trailer to prevent gaps.• Secure the ramp to the trailer and the ground using appropriate anchoring mechanisms.• Erect safety barriers and place warning signs around the loading area to restrict unauthorised access. <p>Equipment Inspection:</p> <ul style="list-style-type: none">• Conduct a thorough pre-use inspection of the ramp for any damage, wear, or defects.• Verify that the ramp’s load capacity is sufficient for the combined weight of the HGV and the cargo. <p>Loading Procedures:</p> <ul style="list-style-type: none">• Enforce a speed limit for vehicles using the ramp to avoid destabilisation.• Ensure the load is evenly distributed on the ramp and trailer to prevent tipping or uneven weight distribution.• Secure the load properly before moving onto the ramp to prevent shifting during transit. <p>Training and Competency:</p> <ul style="list-style-type: none">• Only trained and competent personnel should set up and operate the ramp.• Provide regular refresher training on safe ramp usage and loading procedures.• Implement a process for reporting and reviewing any incidents or near-misses during loading. <p>Maintenance:</p> <ul style="list-style-type: none">• Follow a regular maintenance schedule for the ramp, checking for wear and tear.• Record all inspections, maintenance and repairs performed on the ramp. <p>Client SOPS</p>			
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						<div>➤ Drivers must strictly adhere to the Standard Operating Procedures (SOPs) of our clients at all times.</div> <div>➤ Compliance with client SOPs is essential to maintain safety, operational efficiency and to meet safety obligations.</div>			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 35 - Coupling & Uncoupling of Trailers Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 35 - Coupling & Uncoupling of Trailers All operations with Coupling & Uncoupling of Trailers	<p>Collapse off Trailer</p> <p>Injury to driver whilst coupling/uncoupling</p> <p>Crash / accident / run away</p> <p>Damage to vehicles</p>	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<p>Accidents can occur from runaway tucks / trailers or separation of truck and trailer due to incorrect coupling. Most accidents occur because of complacency and lapses in concentration rather than inexperience on the part of the driver.</p> <p>CONTROLS / PROCEDURES:</p> <ul style="list-style-type: none">➤ Inspection of equipment associated with coupling / uncoupling➤ Drivers are to be familiar with the coupling / uncoupling procedures for each kind and type of truck trailer combination they operate - see coupling/ uncoupling procedures/ guidance➤ The compatibility of any truck and trailer combination must not be taken for granted. <p>Check:</p> <ul style="list-style-type: none">➤ Is the trailer fifth wheel position suitable for the kingpin position on the semitrailer to be coupled?➤ Does the drawbar hitch position and pin size suit the towing eye and drawbar trailer towing beam geometry?➤ When turning will the semi-trailer landing legs clear the rear of the tractor unit and ground?➤ Are the air and electrical services compatible?➤ Critically when considering using the split coupling method to couple or uncouple a semitrailer is the braking system fitted to the trailer suitable to allow this procedure to take place safely?➤ The suitability of any trailer to be used when performing the split coupling method must be known before a driver is instructed to carry out that procedure. The design of the braking system will determine the reaction times for the application of the trailer parking brake during the coupling and uncoupling procedure and as such the driver could inadvertently be positioned in a place of danger between the truck and trailer while making the air connections.➤ Drivers are not to couple any trailer where its suitability is unknown or suspect that the driver could be in danger.➤ Management must ensure Compatibility of truck trailer combinations.➤ Provision of adequate coupling / uncoupling training / information to drivers➤ Monitor safe work procedures/ provide refresher training➤ Regular maintenance of vehicles and trailers	4	2	8



Martin Ryan and Sons Risk Assessments

						Client SOPs <ul style="list-style-type: none">➤ Drivers must strictly adhere to the Standard Operating Procedures (SOPs) of our clients at all times.➤ Compliance with client SOPs is essential to maintain safety, operational efficiency and to meet safety obligations			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 36 - Trucks/ Trailers – Work at height Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 36 - Trucks/ Trailers – Work at height All operations with Goods Vehicles & work at height	Injury from falls	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">• Restricted Access onto vehicles - driver / loading operators/ inspectors only• Safe access/egress to and from vehicles• Provision of Safe access egress to cab and other parts of trailer / vehicle – steps handholds etc.• Consult work force about adequate safe access / egress from truck and trailer• Minimise any work at height• Ensure safe equipment is provided when accessing top of trucks and trailers. Guardrails etc on upper decks• Drivers should never jump off vehicle - Minor knee and back injuries “micro-traumas” are cumulative and can all add up• Drivers are instructed when entering and leaving the driving cab / trailers• Always use the steps, footholds and grab handles provided.• 3 points of contact & face the machine - Climb down from the cab (or trailer deck backwards, never jump down) ensure ground is clear prior to exiting the vehicle cab.• Where clients require drivers to work at height for cleaning / inspection etc. drivers will undertake any training induction to understand safe methods of work and equipment.• Tail lift training for employees – DO NOT JUMP DOWN FROM TAIL LIFT Client SOPS <ul style="list-style-type: none">• Drivers must strictly adhere to the Standard Operating Procedures (SOPs) of our clients at all times.• Compliance with client SOPs is essential to maintain safety, operational efficiency and to meet safety obligations.	4	2	8



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 37 - Cleaning Vehicle Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 37 - Cleaning Vehicle All operations where plant is moved from site to site or from the compound to site.	Falls Slips trips Fire Noise Dust Injury from vehicle movements	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	3	12	<p>Planning:</p> <ul style="list-style-type: none">• Ensure limited vehicular movement near the wash area <p>Physical controls / procedures:</p> <ul style="list-style-type: none">• If using hot pressure cleaner, ensure all necessary precautions are taken.• No flammables near the washer.• Follow operation procedure for vacuum cleaners and hi pressure washers.• Regular maintenance of workplace, housekeeping, equipment inspection.• Access egress routes to be kept clear.• All areas must be left in a reasonably practicable safe condition.• Report faults with the cleaning equipment immediately and fixed• Clean down wash area after use - Do not point the lance at another person. <p>Managerial/ Supervisory:</p> <ul style="list-style-type: none">• Supervisors will monitor to include initial checks to ensure safe systems of work are in place before work begins and that areas are left safe at the end of each work period.• Regular liaison will take place with Safety Officer to co-ordinate work and eliminate hazards.• SDS sheets to be available for any chemicals used for cleaning.	2	2	4



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 38 - Securing & transportation of loads Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 38 - Securing & transportation of loads All Deliveries in and out of warehouses & client’s sites	Employees, customers, other road users and general public may suffer serious injury or death as a result	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	5	4	20	<ul style="list-style-type: none">➤ All vehicles used for deliveries shall be of suitable design and construction for the loads that they are required to carry.➤ Drivers must carry out walk around checks on their vehicle as set out by RSA.➤ It shall be the responsibility of all drivers to satisfy themselves as to the integrity and security of their loads before leaving the premises. Should they not be satisfied then they must return to loading area and report it to person in charge.➤ All pallets of bagged feed product for delivery to customer’s premises must be correctly stacked on good pallets and secured with shrink wrap to prevent them from slipping or bags slipping.➤ Delivery vehicles shall be loaded from the headboard at the front of the trailer. Full height pallets should be placed against the headboard first with lower-level pallets next. The rear of the load should be secured from slipping by suitable means.➤ Loads placed correctly in steel shipping containers can be free from slipping or moving except for the rear most pallets. All pallets should be correctly secured to prevent them slipping during transport. Where deliveries are accepted in shipping containers care must be exercised when opening doors as load may have shifted during shipping.➤ Where two half pallets are placed on top of each other for delivery the person loading them shall ensure that they are secure and level to prevent slippage or movement during transporting.➤ Loads need to be restrained so that they do not move on trailer bed during transport.➤ Curtains and other weather protection structures of curtain sided vehicles are generally not suitable for load securing. Friction alone cannot be relied on to keep a load on a vehicle.➤ Correct lashing of the load to the trailer bed using tensioned lashings is proven to be the most suitable method of load restraint.➤ Drivers shall not put themselves at risk by climbing onto the load to place webbing straps over pallets. By doing this they are placing themselves at risk of falling from a height and suffering serious personal injury.➤ Webbing straps suspended from the roof of curtain-sided vehicles are not suitable for load restraint.➤ Lashings, webbing straps and/or chains should never be secured to rope hooks. Rope hooks are there to tie down tarpaulin. They are not rated for load securing.	4	2	8



Martin Ryan and Sons Risk Assessments

					<div></div> <ul style="list-style-type: none">➤ Load anchorage points should be rated at capacities of 0.5 tonne, 1.0 tonne or 2.0 tonne and upwards. The capacity of each anchorage point should be indicated on the vehicle and the vehicle manufacturer or bodybuilder should provide information on the capacity of each anchorage point.➤ Lashing should be secured either directly to the chassis or to rated attachment points.➤ Webbing straps must never be knotted and if they should pass over a sharp or rough edge such as steel or concrete, they should protect with the use of edge protectors or sleeves to prevent damage.➤ As a rule, goods carried within curtain-sided vehicles should be secured as if they are being carried on a flat, open-bed vehicle. Unless they are purposely designed per EN12642-XL, the curtains MUST NOT be considered as part of any load restraint system.➤ Where it is the responsibility of a second party to load and secure a load for transportation then information relating to the characteristics of the load and method used to secure it shall be provided to the delivery driver. This will preferably be in written form in a language that is understood by the driver.➤ Collections from customer services area must be loaded correctly to prevent the loads slipping or falling. It is the driver of the vehicle that is responsible for the load when they go out onto the road.➤ Customers making collections from the depot or customer service area must be made aware of the dangers of loads slipping during transportation. They shall be discouraged from climbing onto their trailers while on the premises as there is the risk of them falling from a height, resulting in serious injuries or worse.➤ Drivers on long distances deliveries must satisfy Road traffic order especially in haulage and take correct rest periods. <p>Client SOPS</p> <ul style="list-style-type: none">➤ Drivers must strictly adhere to the Standard Operating Procedures (SOPs) of our clients at all times.➤ Compliance with client SOPs is essential to maintain safety, operational efficiency and to meet safety obligations			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 39 - Canteen Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 39 - Canteen Keep Canteen facilities clean and tidy. Leave it as you would like to find it.	Burns Scalds Fire	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	3	12	<ul style="list-style-type: none">Due to the nature of the work being carried out, equipment, utensils and materials being used, hazards can arise in the canteen both in relation to personnel working in the canteen and personnel using the canteen.The canteen will be provided with the appropriate equipment and utensils, which are in good working order and appropriate to the work to be done. Faulty or damaged equipment will not be used and will be repaired or replaced as soon as practicable.Regular checks will be made on electrical connections and switches. Necessary repairs/replacements will be carried out as soon as possible.All gas and other pipes, tubing, taps and valves will be checked regularly and repaired/replaced as soon as practicable.Care and attention will be exercised when handling hot utensils, materials and boiling liquids.Care and attention will be exercised when lighting gas plates, ovens, etc. to avoid flashes. Unlit gas flowing for even a short time can create a hazard and/or explosion.Care and attention will be exercised when handling all sharp tools/utensils - such as knives etc. Such tools/utensils will be stored safely.Appropriate can openers must be used.Fire blankets and fire extinguishers are available and placed at locations in the canteen, which are readily accessible.Good hygiene practices will apply always. If any food or drinks have been contaminated by poison, broken glass or other foreign body, such food will be destroyed immediately.	2	2	4



Martin Ryan and Sons Risk Assessments

Risk Assessment No.40 - Visual Display Unit (VDU) Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No.40 - Visual Display Unit (VDU) All operations involved in working with VDUs.	Eyesight problems Headaches Minor injuries	Employees Subcontractor s General Public Contractors Official Visitors Plant Operators	3	3	9	<ul style="list-style-type: none">• Risk of physical fatigue as a result of poor seating arrangements or inadequate of seating provided.• Risk of eye fatigue and possible increase in awareness of pre-existing vision defects with heavy usage of VDUs.• Risk of soft tissue fatigue with possible onset of repetitive strain injury in severe cases, with heavy usage of VDUs• Ergonomically designed office furniture and lighting is provided to minimize postural problems, i.e. chairs and adjustable seats and backrests, large desks, work holders, footrest etc.• It is the policy of the company to provide VDU equipment with good screen definition and a range of adjustments which ensure user comfort.• The Company uses the health & Safety Authority Guidelines on VDUs as a standard for ergonomic assessment of VDU workstations.• Employees are trained to use their equipment and to adjust their workstations to meet those guidelines• Every effort is made to ensure that VDU users are adequately trained in the software systems, thus minimizing stress in using the system.• Provisions for eye examination and eyesight testing are available where necessary	2	2	4



Martin Ryan and Sons Risk Assessments

Risk Assessment No.41 - Office Machines/Equipment Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No.41 - Office Machines/Equipment All office equipment and machines used on site and in the office environment	Serious Injury or Loss of Limb from using a Shredder Guillotine, Photocopier, Binder, Franking Machines and Fans, Kettles, Fridges	Employees Subcontractor s General Public Contractors Official Visitors Plant Operators	3	3	9	<ul style="list-style-type: none">Office machines and equipment can cause injury due to moving parts and the possibility of loose clothing being drawn into or caught in them, such as: -Ensure machines are fitted with the appropriate guards. Ensure display notices are posted to alert employees to hazards and where machines are out of order or not functioning properly.Faults in equipment will be reported immediately to the office supervisor or manager.Care and attention will be given when applying toner or using other chemicals.Tippex and thinners can be harmful if inhaled or swallowed.Containers for harmful substances must be closed when not in use.The manufacturers’/suppliers’ recommendations will be followed in all cases.Correct hygiene procedures will be followed where employees are required to handle chemicals or other hazardous substances.Ensure that machinery is serviced on a regular basis.	2	2	4



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 42 Printer/ Photocopier/Toner Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 42 Printer/ Photocopier/Toner All office equipment and machines including printers, toners and photocopiers	Flammable Manual handling Entrapment Health Risks	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	3	3	9	<ul style="list-style-type: none">• Use in accordance with supplier’s instructions Keep clear of wastepaper• Do not open to clear jams or replace toners when hot• Report defects to Manager Keep in good condition Keep in a well-ventilated area Maintenance, repair and service by a qualified person only Put cables where they will not trip anyone – no trailing cables• Photocopier/Printer to be PAT Tested.• Several substances within toner have known risks to health, both on direct exposure and resulting from emissions during the photocopying process.• All photocopiers are in large rooms or well-ventilated areas.• The construction of toner containers is such that inhalation and contact with skin and eyes is minimised during insertion and removal.• None of the photocopiers are documented as requiring specialist personal protection while changing toner.• During storage, the containers are sealed and hence are no cause for concern.• Staff responsible for changing toner should be encouraged to wash their hands afterwards to prevent the possibility of skin irritation or inadvertent transfer to their eyes.	2	2	4



Martin Ryan and Sons Risk Assessments

Risk Assessment No. 43 - Stress Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
No. 43 - Stress People experience stress when they perceive that there is an imbalance between the demands made of them and the resources, they have available to cope with those demands. Although the experience of stress is psychological, stress also affects people’s physical health.	Lack of control over work	Employees Subcontractors General Public Contractors Official Visitors Plant Operators	4	4	16	<ul style="list-style-type: none">• Unsuitable demands being made of workers, Lack of support from colleagues and management.• Stress is caused by a poor match between us and our work, poor relationships and presence of psychological or physical violence at a workplace and by conflicts between our roles at work and outside it. Reactions to the same circumstances vary between individuals. Some people can cope better with high demands, than others. It is the individual’s subjective evaluation of their situation that is important. It is not possible to determine from the situation alone the amount of stress it may cause.• Short-term stress – for instance when meeting a deadline – isn’t usually a problem: indeed, it can help people perform to the best of their ability.• Stress becomes a risk to safety and health when it is protracted. <p>The experience of stress can alter the way a person feels, thinks and behaves and may produce the symptoms of work-related stress</p> <p>At the organisation level:</p> <ul style="list-style-type: none">• Absenteeism, High staff turnover, Poor timekeeping, Disciplinary problems, Harassment, Reduced productivity Accidents, Errors, Increased costs from compensation or health care <p>At the individual level:</p> <ul style="list-style-type: none">• Emotional reactions (irritability, anxiety, sleep problems, depression, hypochondria, alienation, burnout, family relationship problems)• Cognitive reactions (difficulty in concentrating, remembering, learning new things, making decisions);• Behavioural reactions (abuse of drugs, alcohol and tobacco; destructive behaviour)• Physiological reactions (back problems, weakened immunity, peptic ulcers, heart problems, hypertension) <p>To prevent the development of stressors at the workplace as far as possible and to better protect workers from the emergence of burnout, continuous monitoring of the work situation should be undertaken</p> <ul style="list-style-type: none">• Different analysis tools and procedures are available, depending on the general conditions in MARTIN RYAN AND SONS LTD.: Analysis of work incapacity	3	2	6



Martin Ryan and Sons Risk Assessments

						<div>data; Risk assessment; Work situation analysis; A health circle; Worker surveys; Worker interviews</div> <div>Organisational measures available for circumstantial prevention include:</div> <div><ul style="list-style-type: none">• Design of work organisation; Creation of degrees of freedom; Possibilities of social support; Provision of feedback for the workflow and the results.• Good social and communication relationships with other occupational groups are also important• Helpful individual-related measures include Continuous and further training.• Training in social and communicative skills; Time management; Coping with stress.• A combination of Organisational and individual measures produces the most effect</div>			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 44 – Work at Height Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
<p>No. 44 – Work at Height Any work requiring employees to work at height within the transport industry, including but not limited to:</p> <p>Loading and unloading vehicles (e.g., flatbed trucks, curtain siders)</p> <p>Securing loads (e.g., using ratchet straps, sheeting loads)</p> <p>Trailer inspections and maintenance (e.g., tyre checks, mechanical repairs)</p> <p>Working on truck roofs (e.g., cleaning, maintenance, repairs)</p> <p>Use of ladders, platforms, or mobile elevated work platforms (MEWPs)</p>	<p>Falls from height (e.g., from truck beds, trailers, platforms, ladders)</p> <p>Falling objects (e.g., tools, unsecured loads, debris)</p> <p>Slippery or unstable surfaces (e.g., wet truck beds, icy steps, loose sheeting)</p> <p>Improper use of ladders, steps, or MEWPs</p> <p>Weather conditions impacting stability and visibility</p> <p>Vehicle movement in operational yards</p> <p>Fatigue affecting balance and awareness</p>	<p>Employees</p> <p>Subcontractors</p> <p>Delivery drivers</p> <p>Mechanics</p> <p>Warehouse/yard personnel</p> <p>General public (if working near roads or public areas)</p>	4	4	16	<p>1. Fall Prevention Measures:</p> <ul style="list-style-type: none">Avoid working at height where possible (use alternative methods, such as automated sheeting systems).Ensure a safe working platform (use tail lifts, step ladders, or secure access points).Properly secure all loads before climbing onto vehicles.Use safety harnesses and lanyards where working at height cannot be avoided.Guardrails and edge protection should be installed where practical. <p>2. Safe Use of Ladders and Platforms:</p> <ul style="list-style-type: none">Ladders should only be used for short-duration tasks (15-30 minutes).Always secure ladders at the top and bottom.3 points of contact must be maintained at all times.Inspect ladders, platforms and MEWPs before each use. <p>3. Slip, Trip and Stability Controls:</p> <ul style="list-style-type: none">Keep truck beds, steps and access points clear of ice, water and debris.Use non-slip footwear suitable for transport yards.Inspect and maintain truck ladders and access steps regularly. <p>4. Weather Considerations:</p> <ul style="list-style-type: none">Avoid working at height in high winds, rain, or icy conditions.Use wind-rated safety equipment when necessary. <p>5. Training & Competency:</p> <ul style="list-style-type: none">Provide Work at Height training to all employees.Only trained personnel should use MEWPs or specialized height-access equipment. <p>6. Roadside Work Safety Measures:</p> <ul style="list-style-type: none">When working near live traffic, follow TMO (Traffic Management Orders) for vehicle positioning.Use high-visibility PPE and proper lighting.	3	2	6



Martin Ryan and Sons Risk Assessments

						<ul style="list-style-type: none">Implement spotters or lookouts in high-risk areas.			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 45 – Confined Space Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
<p>No. 45 – Confined Space Confined space work involving road tankers, including but not limited to:</p> <p>Entry into tankers for cleaning, inspection and maintenance</p> <p>Loading and unloading hazardous or non-hazardous substances</p> <p>Tank venting and pressure release procedures</p> <p>Use of breathing apparatus (BA) where required</p>	Oxygen deficiency or enrichment (leading to suffocation or fire risk)	Tanker drivers	5	4	20	<p>1. Permit-to-Work System</p> <ul style="list-style-type: none">• Confined Space Entry Permit (CSEP) required before any entry.• Only trained and authorized personnel to enter tankers.• Pre-entry atmospheric testing to check oxygen levels, toxicity and flammable gases. <p>2. Atmospheric Testing & Ventilation</p> <ul style="list-style-type: none">• Use a calibrated gas detector to measure:<ul style="list-style-type: none">◦ Oxygen levels (19.5% – 23.5%)◦ Flammable gases (Below 10% of LEL – Lower Explosive Limit)◦ Toxic vapours (as per SDS - Safety Data Sheet limits)• Continuous air monitoring while inside the tank.• Forced ventilation (e.g., air movers, extraction fans) to maintain safe air quality. <p>3. Safe Entry & Exit</p> <ul style="list-style-type: none">• Manhole access secured and fully open before entry.• Use harnesses and tripod retrieval systems for vertical entry.• Emergency escape plan in place before work begins. <p>4. Personal Protective Equipment (PPE)</p> <ul style="list-style-type: none">• Full-body harness with lifeline for retrieval.• Self-Contained Breathing Apparatus (SCBA) or airline-fed respirator if atmospheric hazards are present.• Chemical-resistant coveralls, gloves and boots (based on SDS requirements).• Hard hat, eye protection and anti-static PPE for tank entry. <p>5. Communication & Standby Personnel</p> <ul style="list-style-type: none">• One trained safety attendant (top-man) must remain outside the tanker at all times.• Use of radio or wired communication system if noise levels are high.• Emergency retrieval procedures in place (e.g., winch system). <p>6. Fire and Explosion Prevention</p> <ul style="list-style-type: none">• No ignition sources allowed inside the confined space.	3	2	6



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						<ul style="list-style-type: none">Electrically bonded tools and explosion-proof lighting must be used.Tanker must be fully grounded and bonded before any maintenance.Use of inert gas purging where required to reduce explosion risk. <p>7. Emergency Response & Rescue Plan</p> <ul style="list-style-type: none">Emergency retrieval equipment available at the entry point (tripod, winch, stretcher).Onsite emergency first-aider and trained confined space rescue personnel available.Nearest emergency services informed of confined space entry (if high risk).			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 46 – Walking Floor Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
<div>No. 46 – Walking Floor</div> <div>Operation of walking floor trailers in waste disposal facilities, including: Loading and unloading waste materials Transporting bulk waste (general, recyclable, hazardous) Interaction with heavy machinery (e.g., excavators, compactors, loading shovels) Working in confined, dusty and unpredictable environments</div>	Moving floor mechanism hazards (entanglement, crushing) Unstable loads during unloading (risk of falling debris) Trips, slips and falls (wet, uneven, or contaminated surfaces) Exposure to hazardous substances (waste fumes, dust, biological hazards) Noise hazards (from compactors, loading equipment and vehicle operation) Blind spots and traffic risks (interaction with plant and site vehicles) Fire risk (combustible waste materials, engine heat) Ergonomic risks (manual handling of waste materials,	Walking floor trailer operators Waste facility staff (loaders, plant operators) Site visitors and contractors Emergency responders	4	4	16	<div>1. Safe Loading & Unloading Procedures</div> <div><ul style="list-style-type: none">Trained operators only to control walking floor mechanism.Load evenly to prevent material shifting during transport and unloading.Pre-check load stability before activating the walking floor.Clear unloading area to prevent personnel from standing near discharge zone.</div> <div>2. Traffic & Machinery Interaction Controls</div> <div><ul style="list-style-type: none">Hi-vis PPE mandatory for all staff in the unloading zone.Controlled vehicle movements – follow site traffic management rules.Reversing cameras and sensors fitted on walking floor trailers.Spotters required in high-risk areas.</div> <div>3. Fall & Slip Prevention</div> <div><ul style="list-style-type: none">Regular cleaning of walking floor surface to prevent debris buildup.Non-slip footwear required for all operators.Climbing onto trailers is prohibited unless necessary, using designated access points.</div> <div>4. Exposure to Hazardous Materials</div> <div><ul style="list-style-type: none">Dust suppression measures (misting, controlled tipping).Respiratory PPE provided where airborne particles are present.Gloves and protective clothing to minimize contact with contaminated waste.</div> <div>5. Noise & Vibration Control</div> <div><ul style="list-style-type: none">Hearing protection mandatory in high-noise areas.Regular maintenance of hydraulic walking floor systems to reduce noise/vibration.</div> <div>6. Fire & Emergency Preparedness</div> <div><ul style="list-style-type: none">Fire suppression system in place on vehicles.No smoking or ignition sources near combustible waste.Emergency shut-off for walking floor mechanism clearly marked and accessible.</div>	3	2	6



Martin Ryan and Sons Risk Assessments

	prolonged standing)					7. Ergonomic & Manual Handling Safety <ul style="list-style-type: none">Minimize manual handling of waste – use mechanized equipment where possible.Training in safe lifting techniques for staff who may need to adjust loads.Adequate rest breaks due to prolonged standing and repetitive tasks.			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 47 – Truck Mounted Crane with Attachments Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
<p>No. 47 – Truck Mounted Crane with Attachments</p> <p>Operation of truck-mounted cranes with various attachments, including:</p> <p>Hook lifting (general lifting tasks)</p> <p>Grab operation (handling loose materials, waste, or scrap metal)</p> <p>Clamshell bucket use (bulk material handling, aggregates, waste)</p> <p>Loading and unloading in various environments (construction sites, waste facilities, roadside work)</p>	<p>Crane overturning (unstable ground, improper outriggers deployment)</p> <p>Load instability (swinging, unbalanced loads, shifting materials)</p> <p>Crushing hazards (operator, pedestrians, site workers)</p> <p>Uncontrolled movement of attachments (grab, bucket, hook swinging)</p> <p>Overhead power lines (risk of electrocution)</p> <p>Weather-related hazards (wind affecting load stability, rain reducing visibility)</p> <p>Mechanical failure (hydraulic leaks, winch failure, attachment detachment)</p> <p>Manual handling risks (securing loads, handling lifting chains)</p>	<p>Truck-mounted crane operators</p> <p>Ground workers and pedestrians</p> <p>Site workers (construction, waste facility staff, road maintenance crews)</p> <p>Other road users (if operating near live traffic)</p>	4	4	16	<p>1. Pre-Operation Safety Checks</p> <ul style="list-style-type: none">Daily inspection of crane components, hydraulics, attachments and lifting accessories.Full function test of controls before commencing work.Check crane rated capacity and attachment weight limits. <p>2. Crane Stability & Positioning</p> <ul style="list-style-type: none">Deploy outriggers fully on stable ground.Use spreader plates on soft or uneven surfaces.Avoid setting up near excavation edges or unstable ground. <p>3. Load Lifting Safety</p> <ul style="list-style-type: none">Ensure proper attachment selection for the material being lifted.Use certified lifting accessories (slings, chains, hooks, etc.).Lift within crane’s Safe Working Load (SWL) as per load chart.Use tag lines to control load swing where necessary.Never exceed wind speed limits for safe lifting (typically ≤ 7m/s). <p>4. Overhead Power Line Awareness</p> <ul style="list-style-type: none">Maintain a minimum clearance of 10 meters from overhead power lines.Use a spotter where visibility is limited.If working near power lines, follow HSA guidelines and risk assessments. <p>5. Operator Competency & Training</p> <ul style="list-style-type: none">Only certified crane operators permitted to use the equipment.Regular refresher training on crane and attachment handling.Pre-lift safety briefings for all personnel involved. <p>6. Safe Use of Attachments</p> <ul style="list-style-type: none">Hook Lifting: Ensure hooks have safety latches to prevent load slippage.Grab Attachment: Ensure material is properly secured before lifting; avoid sudden movements.Clamshell Bucket: Ensure even distribution of material to prevent sudden tipping.	3	2	6



Martin Ryan and Sons Risk Assessments

						<div>7. Traffic & Pedestrian Safety (If Operating Near Roads or Public Areas)</div> <div><ul style="list-style-type: none">Traffic management in place (cones, signage, barriers).Hi-vis PPE for all personnel in the work zone.Designated exclusion zones to prevent unauthorized access.</div> <div>8. Emergency Procedures & Mechanical Failure Protocols</div> <div><ul style="list-style-type: none">Emergency stop function tested before work begins.Cranes to be serviced at manufacturer-recommended intervals.Mechanical failures to be reported immediately and operations stopped until rectified.</div>			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 48 - Cold Storage – Dairy & Milk Powder Warehouse Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
<p>No. 48 - Cold Storage – Dairy & Milk Powder Warehouse</p> <p>The task involves the storage, handling and transportation of dairy products and milk powder within a cold storage warehouse environment. This includes:</p> <p>Receiving and unloading goods from refrigerated vehicles.</p> <p>Storing products in refrigerated and freezer units at controlled temperatures.</p> <p>Order picking and stock rotation to maintain product quality.</p> <p>Transporting goods using forklifts, pallet jacks and manual handling.</p> <p>Cleaning and maintenance of storage areas to prevent contamination.</p> <p>Ensuring refrigeration units are functioning correctly and responding to temperature alarms.</p>	<p>Cold stress, hypothermia, frostbite, muscle stiffness</p> <p>Slips, trips & falls</p> <p>(Condensation, ice buildup, wet floors from spills)</p> <p>Manual handling of dairy/milk powder products</p> <p>Milk powder dust accumulation</p> <p>(Respiratory issues, dust explosion risk)</p> <p>Refrigerant gas leak (Ammonia, CO₂, etc.) –</p> <p>Toxic exposure, asphyxiation, fire/explosion risk</p> <p>Power failure –</p> <p>Product spoilage, increased risk of bacterial contamination</p> <p>Emergency exits freezing shut –</p> <p>Workers unable to evacuate during an emergency</p> <p>Forklift and pedestrian interaction – Risk</p>	<p>Warehouse employees (pickers, loaders, forklift drivers)</p> <p>Maintenance personnel (refrigeration system engineers)</p> <p>Delivery drivers (loading/unloading stock)</p> <p>Contractors & visitors (cleaning crews, auditors, inspectors)</p>	5	4	20	<p>1. Cold Exposure Controls:</p> <ul style="list-style-type: none">Thermal PPE provided (insulated gloves, jackets, boots, hats).Job rotation to limit prolonged exposure to cold.Heated break areas available for warming up.Regular health checks for cold-related illnesses. <p>2. Slip & Fall Prevention:</p> <ul style="list-style-type: none">Anti-slip flooring installed in freezer areas.Regular floor checks & cleaning schedule implemented.Immediate cleanup of dairy spills and ice buildup.Mandatory non-slip footwear for workers. <p>3. Manual Handling & Ergonomics:</p> <ul style="list-style-type: none">Use of forklifts & pallet jacks where possible to reduce lifting.Manual handling training provided for all staff.Two-person lifts required for heavy loads. <p>4. Milk Powder Dust & Airborne Hazards:</p> <ul style="list-style-type: none">Dust extraction & ventilation systems installed.PPE (FFP3 masks) provided for workers handling powder.Explosion-proof lighting & electrical fittings in dusty areas. <p>5. Refrigerant Gas Leak Controls:</p> <ul style="list-style-type: none">Routine maintenance & leak detection program in place.Gas detectors installed with automated alarms.Emergency ventilation systems activated if leaks occur. <p>6. Power Failure Preparedness:</p> <ul style="list-style-type: none">Backup generator installed for emergency refrigeration.Temperature monitoring alarms to detect failures early.Emergency response plan for power outages.	4	2	8



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	of collisions, impact injuries					<div>7. Emergency Exits & Evacuation:<ul style="list-style-type: none">○ Heated emergency exit mechanisms installed to prevent freezing.○ Regular inspections to ensure exits remain functional.</div> <div>8. Forklift & Pedestrian Safety:<ul style="list-style-type: none">○ Designated pedestrian walkways and crossing zones.○ Warehouse speed limits enforced for forklifts.○ Forklift operator training & refresher courses.</div>			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 49 – Asbestos Management – Dairy & Milk Powder Warehouse Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
<p>No. 49 – Asbestos Management</p> <p>The task involves the management of asbestos-containing materials (ACMs) found in the roof sheeting of one of the warehouses. The asbestos remains harmless unless disturbed, broken, or deteriorating. This assessment focuses on:</p> <p>Routine warehouse operations where asbestos remains undisturbed.</p> <p>Potential risks if asbestos-containing sheets are damaged or require repair.</p> <p>Safe handling and response procedures in the event of damage.</p>	<p>Asbestos fibre release due to damaged or broken roof sheets</p> <p>Inhalation of airborne asbestos fibres</p> <p>Accidental disturbance of asbestos during maintenance work</p> <p>Unauthorized personnel accessing asbestos-affected areas</p> <p>Improper disposal of asbestos waste</p>	<p>Warehouse employees (working below the asbestos roofing)</p> <p>Maintenance personnel (if repairs are needed)</p> <p>Contractors (working on the roof or building structure)</p> <p>Visitors & Delivery Drivers</p>	5	4	20	<ul style="list-style-type: none">An asbestos survey was conducted and a sample of the roof sheeting was analysed. The results confirmed the presence of Chrysotile (White) asbestos fibres. The sheeting remains undisturbed and does not pose an immediate risk. However, in the event of damage, repair, or disturbance, asbestos fibres could be released, requiring control measures as outlined in this risk assessment. <p>1. Routine Management & Monitoring:</p> <ul style="list-style-type: none">Asbestos-containing roof remains undisturbed unless repair is necessary.Visual inspections conducted periodically to check for deterioration.Asbestos register maintained to document condition and history.Clear signage installed to indicate the presence of asbestos. <p>2. Damage Prevention & Emergency Response:</p> <ul style="list-style-type: none">Strict no-disturbance policy in place – no drilling, cutting, or breaking of sheets.Emergency procedure established in case of accidental damage.Immediate isolation of affected area if asbestos is disturbed.Licensed asbestos contractor required for any repair work. <p>3. Work & Maintenance Precautions:</p> <ul style="list-style-type: none">Any work involving asbestos must follow HSA guidelines.Only trained personnel or licensed asbestos removal experts can carry out repairs.If repair is needed, a full risk assessment and method statement (RAMS) is required.Workers must use PPE (respirators, disposable suits, gloves) for any asbestos handling. <p>4. Restricted Access & Communication:</p> <ul style="list-style-type: none">Staff and visitors informed of asbestos locations.No unauthorized personnel allowed near affected roof areas.Contractors briefed on asbestos presence before any work is done.	4	2	8



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						<div>5. Asbestos Waste Disposal (If required):<ul style="list-style-type: none">Any removed asbestos sheets must be double-bagged and disposed of at a licensed facility.No high-pressure cleaning or dry brushing allowed on asbestos materials.Waste transport must comply with hazardous waste disposal regulations.</div>			
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Martin Ryan and Sons Risk Assessments

Risk Assessment No. 50 – Blue Diamond Floor Cleaner – Dairy & Milk Powder Warehouse Martin Ryan and Sons March 2025									
Individual Task Description	Hazards Identified	Persons / Groups at Risk and associated Risks	Risk Before Controls			Control Measures	Residual Risk		
			S	P	R = (SxP)		S	P	R = (SxP)
<p>No. 50 – Blue Diamond Floor Cleaner</p> <p>The task involves the use, handling and storage of Blue Diamond Floor Cleaner within warehouse and office areas. This includes:</p> <p>Diluting and applying the cleaner to floors for routine cleaning.</p> <p>Manual mopping and mechanical floor scrubbing.</p> <p>Handling and storing concentrated chemical solutions.</p> <p>Disposal of used cleaning solutions in accordance with environmental guidelines.</p>	<p>Skin and eye irritation from direct contact with concentrated cleaner</p> <p>Inhalation of fumes in poorly ventilated areas</p> <p>Slips and falls on wet floors after application</p> <p>Incorrect dilution ratios leading to ineffective cleaning or hazardous exposure</p> <p>Accidental ingestion or cross-contamination with food surfaces</p> <p>Spillage and environmental contamination</p> <p>Improper disposal leading to chemical runoff</p>	<p>Cleaning staff (using the chemical)</p> <p>Warehouse employees</p> <p>Visitors & delivery drivers</p> <p>Maintenance personnel</p>	4	4	16	<p>1.Safe Handling & PPE:</p> <ul style="list-style-type: none">Gloves, goggles and long-sleeved clothing required for those handling the concentrate.Face masks to be worn when applying in poorly ventilated areas.Handwashing facilities available after handling the cleaner. <p>2.Correct Usage & Application:</p> <ul style="list-style-type: none">Dilution ratios must follow the manufacturer’s SDS instructions to prevent overuse.Only trained personnel are permitted to handle concentrated cleaner.Mechanical scrubbers must be used where appropriate to reduce manual handling risks.Compatibility with Other Cleaning Chemicals - Ensure Blue Diamond Floor Cleaner is NOT mixed with bleach or ammonia-based cleaners, as this could produce hazardous fumes.Exposure limits are adhered to, preventing inhalation of fumes in enclosed areas. <p>3. Slips, Trips & Falls Prevention:</p> <ul style="list-style-type: none">"Wet Floor" signs must be displayed while cleaning and until floors are dry.Cleaning to be scheduled outside of peak work hours to minimize foot traffic.Ensure proper ventilation to speed up drying times. <p>4.Storage & Spill Management:</p> <ul style="list-style-type: none">Store in designated chemical storage areas with proper labelling.Secondary containment (drip trays or chemical spill kits) available in case of leaks.Spill procedure in place to contain and neutralize leaks. <p>5.Disposal & Environmental Considerations:</p> <ul style="list-style-type: none">Dispose of waste cleaning solution through designated drainage points per SDS guidance.Avoid releasing large quantities into water systems or soil.	4	2	8



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						<ul style="list-style-type: none">Follow COSHH (Control of Substances Hazardous to Health) guidelines for handling and disposal. <p>6. First Aid & Emergency Response</p> <ul style="list-style-type: none">Eye contact: Immediately rinse with clean water for 15 minutes.Skin contact: Remove contaminated clothing and wash skin with soap and water.Inhalation: Move the person to fresh air immediately.Spill Management: Contain and neutralize using absorbent granules or spill kits.			
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SAFETY STATEMENT/RISK ASSESSMENT EMPLOYEE SIGN OFF SHEET

In signing this document, I the employee accept that this document has been communicated and explained to me and I have had the opportunity to study and understand the hazards specific to this workplace and agree to comply with the control measures as far as is reasonably practicable.

[illegible]

Martin Ryan & Sons Safety Statement

All COMPANY employees must sign this form before they commence work on this site.

***Note:** A copy of this form must be returned to Head Office for the attention of management*