

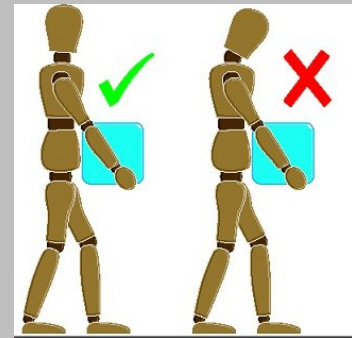
Risk Rating

Risk Assessment & Method Statement

Task/ activity: General ground operations at Warrenpoint Harbour

Task/ activity description:

General ground operations. Patching nets, power washing, rolling up & out nets and moving timber planks.



To help

ensure the safety of everyone on site, please read this document on the risk and the SSOW to complete the task safely.

Likely to be effected: Operatives, Port staff, subcontractors, visitors

Risk Scoring = multiply severity by probability SxP=R		
Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Risk Scoring		Risk Rating
		S	P	
Vehicle/Vehicle Contact	- Drivers must have received training/competent and authorised by site manager Lukasz - Operative will receive frequent information instruction to reinforce good practice. - Warrenpoint harbour is a controlled environment no unauthorised entry during work. - Maintain 5 Metres away from Vehicles at all times	5	1	5
Bales Collapse	- Operatives to receive frequent information, instruction relevant to their works - Operatives must maintain five meters from operating vehicles - Operative must report any unsafe bale to their manager.	5	1	5
Slip / Trips / Falls	Areas to be kept tidy, general rubbish to be lifted and placed in a pile for removal for recycling.	4	1	4

	- Operatives & Drivers to be aware of their surroundings at all times during the Night & Day. - Operatives must remain a Safe distance from the edge of the Harbour, during windy conditions keep clear of the Edge of the Harbour, identify areas where Life Rings are located. - Always inform a colleague of your location, - Operatives to Wear Hi Vis Vests, Hard Hats, Safety Footwear at all times. - Operatives to have completed Warrenpoint harbour induction - Operative to use a Head torch at all times with additional spare batteries.			
Working at night	- Operatives to Wear Hi Vis Vests, Hard Hats, Safety Footwear at all times. - Operatives to have completed Warrenpoint harbour induction - Portable Flood Lighting to be used where Harbour Lighting is not sufficient. - Operatives to be aware of areas where there may be shadows and identify the requirement for additional portable lighting. - Operative to use a Head torch at all times with additional spare batteries.	4	1	4
COSHH	- Operative must wear appropriate PPE (gloves, mask, overalls) - COSHH assessment must be completed and Safety Data sheet must be available. - Operative must have received training in use, proper storage and handling procedures	5	1	5
Lack of information, instruction and communication - Complacency - Lack of supervision	- All employees who join regen to work at Warrenpoint harbour will receive full induction identifying the key information necessary to stay safe - Operatives to receive adequate job specific training that will be refreshed at suitable intervals - Signage to be displayed identifying hazards and PPE required to enter the area - Emergency procedures to be displayed and reinforced with regular toolbox talks - Operative to communicate with supervisor and others before and after works.	5	1	5
Work at Height-Scaffold	- Operative must access scaffold at designated access points. - Operative must maintain 3 points of contact accessing and descending scaffolding.	5	2	10
Manual Handling - MSD	All loads' weights are to be identified before lifting and alternative methods incorporated if reasonably practicable.	4	2	8

	• The operative must be fit and free from any injury before lifting operation starts. • A suitable and sufficient risk assessment need to be carried out on all tasks involving lifting operations, and reassessed if there has been a significant change in the manual handling technique. • Operatives must seek assistance and discuss the operation with their line manager, if they are unsure of any detail, such as weight of the load or method of work. • Operatives are instructed in usage of mechanical lifting aids. • Operative must make sure they have a suitable grip by using palm grip whereby not just the fingers, but the palm of the hand is utilised. (Sharp edges, holes or unstable areas must be avoided) • All employees need to stay focused and alert on the job at hand. • You must be trained, authorised and competent about the working of tools and equipment. • Beware of sharp edges and avoid the possibly of trapped digits etc • Personnel undertaking such task are trained in manual handling techniques such as: - Proper foot position - Lifting with the power of legs. - Assessing load before lifting - Team lifting - Environment consideration.			
--	---	--	--	--

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	May 2025
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	May 2025
Reviewed on:	May 2025	New version number:	1
Date of next review:	May 2026, or as an when required		

1. Scope of Work

This SSOW covers all general ground operations including:

- Patching nets
- Power washing

- Rolling up and out nets
- Moving timber planks

2. PPE Requirements

Hi-Vis Vest

Hard Hat

Safety Footwear

Gloves (when handling materials)

Face mask (if using substances covered by COSHH)

3. Site Access & Induction

All workers must complete Warrenpoint Harbour site induction.

Only trained and authorised personnel allowed on site.

Visitors must be escorted and briefed on hazards.

4. Supervision & Communication

Supervisor must monitor all activities for safety compliance.

Operatives must communicate their location and activity before and after tasks if lone working.

5. Emergency Arrangements

Emergency contact numbers and procedures must be displayed on-site.

Life rings and first aid kits to be accessible and checked regularly.

All personnel to be briefed on emergency evacuation points.

6. Tools and Equipment

All equipment must be inspected prior to use.

Only authorised and trained operatives to operate machinery/tools.

Report defects immediately and take faulty equipment out of service.

7. Monitoring and Review

SSOW to be reviewed annually or after any incident/near-miss.

Risk Rating

Risk Assessment & Method Statement

Task/ activity: Stacking of Bales Warrenpoint Harbour

Task/ activity description:

This consists of baled and wrapped shredded waste to be exported for incineration. The bales are wrapped in micron plastic wrap to which provides integrity and stability to the bale. The bales are in a square shape which facilitates safe stacking.



Likely to be effected: Driver, Operatives, Public, Pedestrians, Harbour Operatives & Subcontractors

Risk Scoring = multiply severity by probability SxP=R

Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

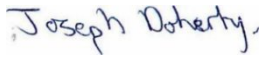
Hazard	Control measures to be taken to reduce risk	Risk Scoring		Risk Rating
		S	P	
Vehicle / Vehicle Contact	- Lorries to travel at a safe speed and follow all speed limits on the road and within Warrenpoint Harbour. - Drivers to stop at Security Hut and obey instructions given by Security Staff. - Lorry to proceed to unloading area, parking lorry in a safe place away from Harbour Operations. - Lights & Hazard Lights to be used when required. - Drivers to remain in the line of Vision of other Vehicle users, maintain 5 Metres away from other Vehicles where possible.	4	2	8
Vehicle / Pedestrian / Cyclist Contact	- Lorries to travel at a safe speed and follow all speed limits on the road and within Warrenpoint Harbour. - Hi-vis Vests & Safety Footwear to be worn while outside the cab of the lorry. - Drivers to remain in the line of Vision of other	5	2	10

	Vehicle users, maintain 5 Metres away from other Vehicles where possible. When Pedestrians / Cyclists are near the Lorry, Driver to slow down / stop to ensure their safe passage.			
Obstructing emergency facilities	- Drivers must ensure that the area, in which they are positioned, is not obstructing emergency routes, emergency signage or firefighting facilities within Warrenpoint Harbour. - Driver to be in attendance of his lorry at all times.	5	1	5
Overhead services	Driver must check surrounding area for overhead services prior to unloading, keep a safe distance from Overhead Services, Contact Warrenpoint Harbour Supervision if in any doubt.	5	1	5
Unloading / Loading	- Lorries to park within the confines of the allocated area where possible when being unloaded at delivery stage and at loading stage at the arrival of the Boat. - Drivers to remain out of the Loading area during Loading Operations. - Flashing Beacons / Hazard Lights to be used when required. - One way system to be followed when loading the Boat. - Drivers to remain in the Cab of their Lorry whilst the Boat is being Loaded. - Hi Vis Vests, Hard Hats, Safety Footwear to be worn at all times whilst out of the Cab of the Lorry. - Two rows of Bales must remain on the Ground at all times.	5	2	10
Working at Height	- Where there is a requirement to Cover / uncover the Stacked Bales for Loading / unloading Access to the top of the bales must be gained by the ladders on the Scaffolding and the designated platform to the Bales. - Operatives must remain 2 Bales back from the sides and use Ropes attached to the eyelets of the cover for ease of removal. - Lorry Drivers to assist with the covering / uncovering. - Base of the Bales on the ground to a minimum of 2 Bales wide at all times. Operatives must never step back without being aware of their footing / surroundings. - Two rows of Bales must remain on the Ground at all times. - When entering the Boat to spread Gel Pots, Life Jacket & Safety Harness must be worn, Clip on to Ladder access to prevent Falls, use designated Gangway to enter the Boat.	5	2	10
Working at Night	- Operatives to Wear Hi Vis Vests, Hard Hats, Safety Footwear at all times. - Portable Flood Lighting to be used where Harbour Lighting is not sufficient.	5	2	10

	- Operatives to be aware of areas where there may be shadows and identify the requirement for additional portable lighting. - Operative to use a Head torch at all times with additional spare batteries. - Vehicle Lights to be used where possible and without obstructing the Vision of other Drivers of Plant & Vehicles.			
Distributing Gel Pods	- All Operatives who are required to Enter the Boat to distribute the Odour Pods over the Bales Must Wear a Buoyancy Aid, and a Harness with a Short Lanyard clipped on to the Ladder at all times. - Operatives who are entering the Boat Must inform the Boat Supervisor they are distributing the Gel Pods & remain Clear of the Loading Operation	5	2	10
Slip / Trips / Falls	- Areas to be kept tidy, general rubbish to be lifted and placed in a pile for removal for recycling. - Operatives & Drivers to be aware of their surroundings at all times during the Night & Day. - Drivers & Operatives must remain a Safe distance from the edge of the Harbour, during windy conditions keep clear of the Edge of the Harbour, identify areas where Life Rings are located. - Always inform a colleague of your location,	4	2	8
Personal injury	- All drivers shall be trained in various procedures including manual handling and correct lifting techniques. - Drivers to maintain 3 Points of Contact while entering / exiting their Lorry. - Hi Vis Vests, Hard Hats & Safety Boots & Gloves to be Worn at all times. Additional PPE as dictated.	4	2	8
Incorrect Stacking	- All Bales to be stacked by experienced operators, bales to be interlocked / tied across every row to maintain stability. Bales to be tapered back from the side every row to maintain stability. - Loose bales to be re-baled on site before stacking. - Where re-baling cannot be undertaken the material must be sent back to Re-Gen Yard to be baled.	5	1	5

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	May 2025
Approved by:	Signature:	Position:	Date:

Joseph Doherty		Chief Executive Officer	May 2025
Reviewed on:	May 2025	New version number:	4
Date of next review:	May 2026, or as an when required		

PPE required

- Hi Vis Vests, Hard Hats & Safety Boots & Gloves to be Worn at all times. Additional PPE as dictated.
- When entering the Boat to spread Gel Pots, Life Jacket & Safety Harness must be worn
-

Method statement**Planning:**

Work is planned to ensure a safe means of access is provided.

See separate assessments for working at Height.

All equipment is provided and maintained to required legal and other standards.

Physical:

- Bales will be stacked in the controlled area allocated to Re-Gen at Warrenpoint Harbour storage area, away from the public.
- Bales must only be stacked on level ground.
- Bales to be stacked in a half bond or pyramid formation – stepped in from a wider base and interlocking.
- Stacking will be undertaken by appropriately trained operatives (adequate plant operating certification) on stable, level ground, away from fire hazards.
- Bales may only be stacked higher when stacked by long reach track machine.
- Plant operator must regularly check to ensure that stack remains stable. All bales are checked for stability/ sturdiness as part of stacking - No unstable bales are stacked. This is especially noticeable with torn bales.
- Two rows of Bales must remain on the Ground at all times.
- Sufficient space for necessary operations will be left around the stack.
- Employees are reminded of dangers of falls from height when working in close proximity of long reach track machine.
- Stacked bales will be stored away from normal work areas.
- Boat Loading Operations will be coordinated with Warrenpoint Harbour
- Operatives requiring access to the Boat must use a Life Jacket & Harness, harness to be clipped to the Ladder access when spreading Gel Pots
- Night Operations will be carried out with Sufficient Portable Flood Lighting suitable to the Loading & Unloading Operation.
- Hi Vis Vests / Jackets, Hard Hats & Safety Footwear will be worn at all times.

Managerial/Supervisory:

All equipment used will be checked into ensure it is in good working order, to correct specifications, and in date for inspection.

- Work will be monitored to ensure that additional precautions and equipment is taken into use if edge protection is removed.

Training

- Training and instruction must be provided to all operatives and supervisory staff involved in the use of Life Jacket and harnesses when off & on the Boat, and in inspection and assessment of PPE before use.

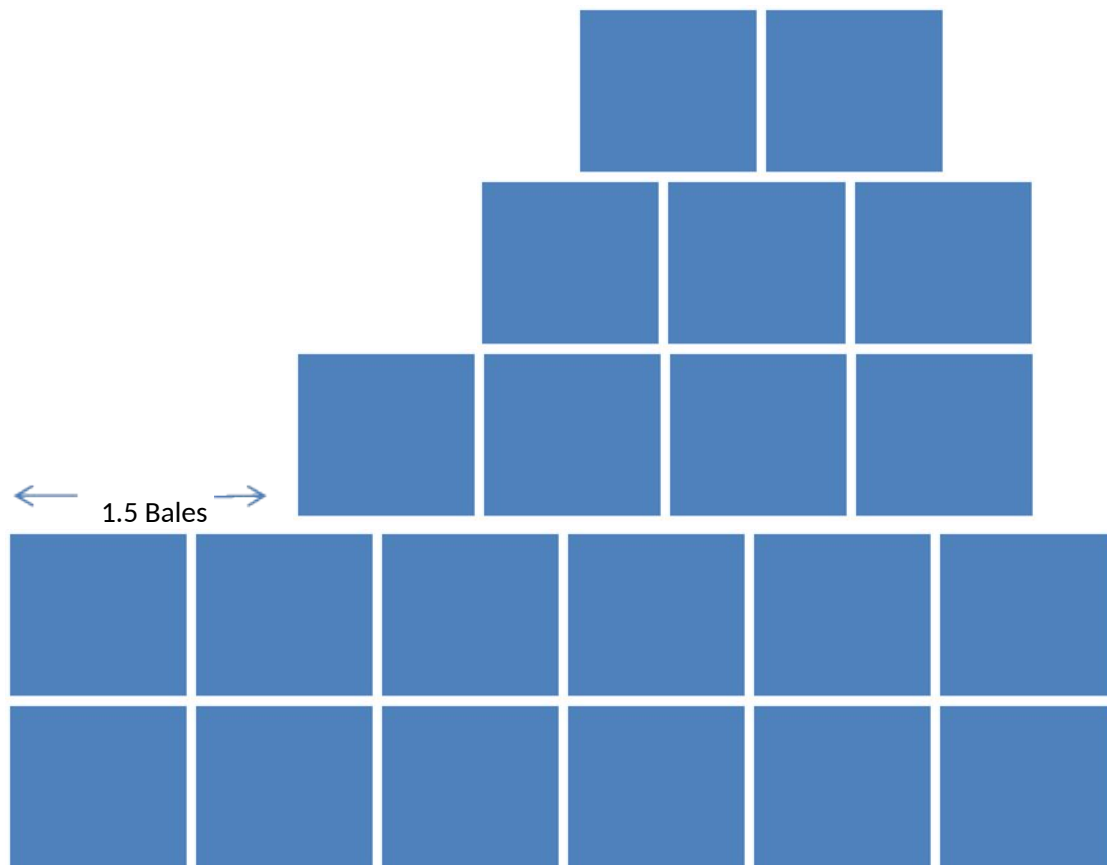


Emergency procedures

Contact details

In case of an accident or emergency, call 999 immediately.

- Daisy Hill Hospital – 028 3083 5000

Safe stacking

Risk Rating

Risk Assessment & Method Statement

Task/ activity: *Using of ULV cold fog generator*

Task/ activity description:

The fogging machine is utilised at Warrenpoint harbour to treat the bales with pesticides using a ULV cold fog generator.



Likely to be effected: Operator, Visitors, Others

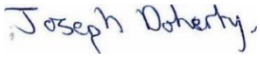
Risk Scoring = multiply severity by probability SxP=R		
Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Risk Scoring		Risk Rating
		S	P	
Exposure to chemicals - Eyes irritations - Skin burns - Breathing disorders - Lung's damage - Long- term health illness	- Only trained and competent persons are authorised to use the generator. - MSDS are held in the site office. - Chemicals must be stored in the secure, chemical store provided. - Spill response provisions are in provided and employees are trained in spill response procedures. - Adequate PPE will be provided and worn all the time such as safety boots and chemical resistant gloves, full face silicone RPE mask, coveralls. - RPE must be inspected before use. - Defects must be escalated immediately, stop work until the defect identified has been resolved.	4	2	8
Fire Hazard - Fatality	Worker must use the fog generator at least 3 ft distance to prevent contact with combustible	5	2	10

- Smoke inhalation - Burns - Damage of property	- material. - To prevent overheating employees are trained not to cover or obstruct the generator. - Refuelling and refilling must be carried out in assigned location using the container provided. - Employees are instructed on emergency response procedures as part of their induction. - All emergency situations are to be communicated to the security office at the earliest opportunity and also the site manager. - The fogging machine should never be left running unattended. - Worker is informed about emergency escape routes and fire assembly point. - Pre-Use checks must be completed before using the equipment by competent personnel. - All faults must be reported to the site manager.			
Manual Handling - Musculoskeletal disorders	- Transport device with comfortable and ergonomic handling has been provided. - Hose extension has been provided to avoid manual handling of fogging machine. - Environmental technician is responsible to maintain housekeeping is maintained to an acceptable standard. - Operatives are trained and instructed on safe manual handling techniques. - Employees are instructed to use mechanical based lifting equipment wherever possible. (Trolley, Forklift truck). - Employees are instructed to not lift any load above their capabilities and to speak with their line manager if they are unsure. - Employees must wear safety gloves and safety footwear during manual handling operations.	3	2	6
Noise exposure - Lose of hearing of damage of it	- Noise levels have been assessed and hearing protection is recommended for use. - Information, instruction and training is provided to ensure the proper use of work equipment. - Pre-Use checks must be completed before using the equipment by competent personnel. - The equipment must be kept well maintained, employee to escalate any faults immediately. - Adequate PPE will be worn all the time such as hearing protection.	3	2	6
Slips, Trips, Falls - Major injuries, fractures, fatality, sprains, or bruising.	- Environmental technician is responsible to maintain housekeeping, including keeping walkways clear, no spillage, or any obstructions. - Staff training is provided to minimise exposure to these hazards. - Adequate PPE will be worn all the time such as	4	2	8

	safety boots, gloves, and glasses. - Fogging process of balers is undertaking from the ground using extension hose to prevent any falls.			
--	---	--	--	--

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	May 2025
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	May 2025
Reviewed on:	May 2025	New version number:	4
Date of next review:	May 2026, or as an when required		

PPE required

- Adequate PPE will be provided and worn all the time such as safety boots and chemical resistant gloves, full face silicone RPE mask, coveralls, ear protection

Training required

- Warrenpoint /site specific induction.
- Job specific training and review of risk assessments.
- Internal training on the safe system of work

Method statement *Planning*

- Pre-Operational Safety Checks must be made before using equipment
- Only trained and competent personnel are authorised to work with ULV cold fog generator equipment, or under direct instruction and supervision of a competent person for training purposes
- Work area to be cleared before starting work. Care taken materials that can create slip, trip, and fall hazards must be removed.
- Employee's must be aware of the emergency procedures prior to starting work, such as fire escape routes.

Emergency procedures

Contact details

In case of an accident or emergency, call 999 immediately.

- Daisy Hill Hospital – 028 3083 5000

Risk Rating

Risk Assessment & Method Statement

Task/ activity: Bale covering and uncovering at Warrenpoint Harbour

Task/ activity description:

Receipt of RDF Waste from ReGen Waste. Bale covering and uncovering using netting with bales stacked in a pyramid using nets. Use of MEWPS onsite.



To help ensure the safety of everyone on site, please click the image below or scan the QR code below to watch a short safety video on the risk and the SSOW to complete the task safely.

Likely to be effected: Operatives, Port staff, subcontractors, visitors

Risk Scoring = multiply severity by probability SxP=R		
Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Risk Scoring		Risk Rating
		S	P	
Falls from Height when covering/ uncovering bales	- Only competent authorised personnel to carry out this work. - Warrenpoint harbour is a controlled environment no unauthorised entry during work. - Operative to have completed the Warrenpoint harbour's induction to gain access to the site - Operative will also have to complete ReGen's Warrenpoint harbour induction - Operative to gain access to the top of the bales using scaffold platform access or cherry picker - Scaffold to be inspected every seven days or in the event of particularly bad weather.	5	2	10

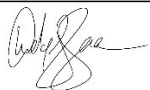
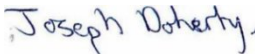
	- Operative to wear safety harness. - Operative to pre-use check his safety harness before use. - Operative to use Manitou to set up bales platform safety harness anchor system. - Safety signage identifying no access and hi vis required. - Operator to notify supervisor proposed of works start and finish times. - Smoking is prohibited in the work area – this includes e-cigarettes. - No headphones allowed to be used during tasks. - No hoodies are allowed to be worn on site.			
Fire hazard Risk of serious injury or death Asphyxiation from smoke inhalation	- Only competent a uthorised personnel to carry out this work - Operative will receive frequent information instruction to reinforce good practice. - Warrenpoint harbour is a controlled environment no unauthorised entry during work. - No smoking - Recommended to build bales and leave space at suitable intervals for fire break - Temporary barriers erected with signage identifying no access allowed - Appropriate firefighting equipment shall be in a suitable location before work starts. - Operator to notify supervisor proposed of works start and finish times. - Signage will be displayed identifying hazards and PPE required to enter the area.	5	2	10
Bales Collapse	- Only competent authorised employees to build bales - Operatives to receive frequent information, instruction relevant to their works - Five-meter rule in effect, operatives must maintain five meters from operating vehicles - Operatives to visual check bales during building of stack, with damaged bales set to the side to be re-wrapped - Plant machinery to be tested and inspected at suitable intervals - Operative to carry our pre-use checks and report any damage to his supervisor. To be recorded using i-auditor	5	2	10
Vehicle / Vehicle Contact	- Drivers must be competent and authorised - Operative will receive frequent information instruction to reinforce good practice. - Warrenpoint harbour is a controlled environment no unauthorised entry during work. - Operative to pre-use check their vehicle before use and report any defects.	5	1	5

	• Drivers must follow Warrenpoint harbour traffic management plan • Lorries to travel at a safe speed and follow all speed limits on the road and within Warrenpoint Harbour. • Drivers to stop at Security Hut and obey instructions given by Security Staff. • Lorry to proceed to unloading area, parking lorry in a safe place away from Harbour Operations. • Lights & Hazard Lights to be used when required. • Drivers to remain in the line of Vision of other Vehicle users, maintain 5 Metres away from other Vehicles where possible.			
Unloading / Loading	• Only competent authorised personnel to carry out this work. • Warrenpoint harbour is a controlled environment no unauthorised entry during work. • Operative to have completed Warrenpoint harbour induction • Operative to pre-use check his machine before use and report any defects. Checks to completed in i-auditor • Lorries to park within the confines of the allocated area where possible when being unloaded at delivery stage and at loading stage at the arrival of the Boat. • Drivers to remain out of the Loading area during Loading Operations. • Flashing Beacons / Hazard Lights to be used when required, • One way system to be followed when loading the Boat. • Drivers to remain in the Cab of their Lorry whilst the Boat is being Loaded, • Hi Vis Vests, Hard Hats, Safety Footwear to be worn at all times whilst out of the Cab of the Lorry.	5	1	5
Vehicle / Pedestrian	• Drivers must be competent and authorised • Operative will receive frequent information instruction to reinforce good practice. • Warrenpoint harbour is a controlled environment no unauthorised entry during work. • Operative to pre-use check their vehicle before use and report any defects. • Drivers must follow Warrenpoint harbour traffic management plan • Lorries to travel at a safe speed and follow all speed limits on the road and within Warrenpoint Harbour. • Drivers to stop at Security Hut and obey instructions given by Security Staff.	5	1	5

	- Lorry to proceed to unloading area, parking lorry in a safe place away from Harbour Operations. - Lights & Hazard Lights to be used when required. - Drivers to remain in the line of Vision of other Vehicle users, maintain 5 Metres a way from other Vehicles where possible. - Hi Vis Vests, Hard Hats, Safety Footwear to be worn at all times whilst out of the Cab of the Lorry.			
Slip / Trips / Falls	- Areas to be kept tidy, general rubbish to be lifted and placed in a pile for removal for recycling. - Operatives & Drivers to be aware of their surroundings at all times during the Night & Day. - Drivers & Operatives must remain a Safe distance from the edge of the Harbour, during windy conditions keep clear of the Edge of the Harbour, identify areas where Life Rings are located. - Always inform a colleague of your location, - Operatives to Wear Hi Vis Vests, Hard Hats, Safety Footwear at all times. - Operatives to have completed Warrenpoint harbour induction - Operative to use a Head torch at all times with additional spare batteries.	4	1	4
Weather	- Operative and supervisors to keep checks on the weather particularly wind speeds - Operatives to stop work when wind reaches 27 MPH - Supervisors and operatives to inspect the site after bad weather checking the stability and security of the scaffold and the bales - Hi vis clothing must be worn, hard hats must be worn, wet gear, wellington boots or steel toe cap boots	5	1	5
Working at night	- Operatives to Wear Hi Vis Vests, Hard Hats, Safety Footwear at all times. - Operatives to have completed Warrenpoint harbour induction - Portable Flood Lighting to be used where Harbour Lighting is not sufficient. - Operatives to be aware of areas where there may be shadows and identify the requirement for additional portable lighting. - Operative to use a Head torch at all times with additional spare batteries. - Operative to carry out pre-use checks and ensure lights are working	4	1	4

	Vehicle Lights to be used where possible and without obstructing the Vision of other Drivers of Plant & Vehicles.			
Lone worker	- Operative to notify line manager of start times and expected finish times - Operative to contact line manager every 45 mins - Lone working to be kept to a minimum	5	1	5
Lack of information, instruction and communication - Complacency - Lack of supervision	- All employees who join regen to work at Warrenpoint harbour will receive full induction identifying the key information necessary to stay safe - Operatives to receive adequate job specific training that will be refreshed at suitable intervals - Signage to be displayed identifying hazards and PPE required to enter the area - Emergency procedures to be displayed and reinforced with regular toolbox talks - Operative to communicate with supervisor and others before and after works.	5	1	5

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	May 2025
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	May 2025
Reviewed on:	May 2025	New version number:	2
Date of next review:	May 2026, or as an when required		

PPE required

- Hard hats, safety boots, hi-vis clothing

Method statement

Scope and Applicability:

1.1. This SSOW applies to the process of covering and uncovering bales of RDF/SRF stacked on a pyramid by plastic nets in the harbor.

2. Materials and Equipment:

2.1. **Equipment:**

- Cherry picker
- 360° Excavator with grab attachment
- Harness

2.2. Personal Protective Equipment (PPE)

- Steel toe & steel sole safety footwear
- Hard hat
- Hi-visibility vest
- Safety harness
- Lanyard
- Cut-5 Level gloves



3. METHODOLOGY AND PROCEDURES:

3.1. UNCOVERING:

- Operatives must access the pyramid via the cherry picker cherry picker at all times.
- - Operatives must hook their safety harness to the cherry picker basket when working on the pyramid.
- - All weight-holding nets must be manually removed from the face of the pyramid to clear access to remove a net.
- - Nets are opened using Velcro and pulled down one by one, or pulled up on the top of the pyramid, depending on the length of the net on the face of the pyramid.
- - If a whole net is on the floor, it must be taken to a safe place to prevent damage by the digger while adding bales to the pyramid.
- - After finishing uncovering a face of the pyramid, nets are rolled:
 1. Straighten it flat on the floor in a safe place.
 2. Fold it on the long way in half, repeating three times.
 3. Roll the whole net into a roll.

3.2. Covering:

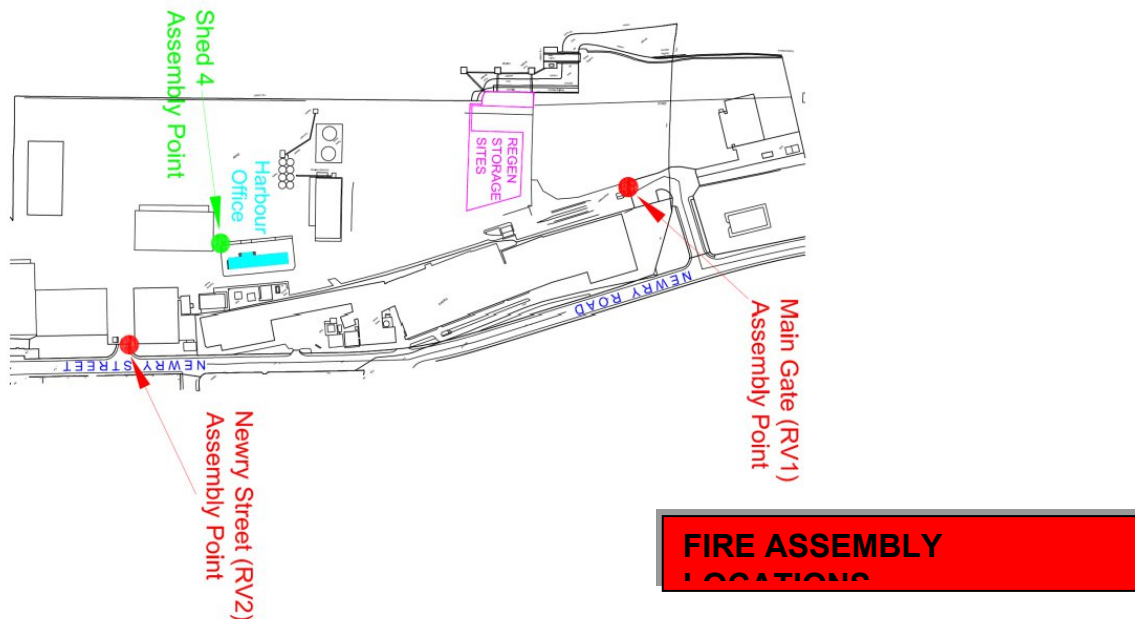
- Operatives must access the pyramid via the cherry picker cherry.
- Operatives must hook their safety harness to the cherry picker basket when working on the pyramid.
- Rolled nets are taken to the top of the pyramid by the digger and placed in a safe place.
- Nets must be rolled down from the top of the pile, and all nets must be rolled before starting to join Velcro.
- All nets must be Velcroed together and pushed in close to bales.
- After finishing connecting nets, operatives must put weight on nets to hold them tight to bales.

4. Health and Safety Warnings:

- 4.1. Only trained and authorized personnel can operate any lifting equipment.
- 4.2. Any work carried out on the side of the pyramid must have operatives' harness hooked onto cherry picker basket to prevent falls from height.
- 4.3. Any holes in nets must be patched to prevent tripping hazards.
- 4.4. Covering and uncovering tasks must be completed in pairs of operatives.

5. Cautions and Interferences:

- 5.1. All nets must be tied to bales by weights to prevent nets from being blown away.
- 5.2. Damaged nets must be repaired or replaced to prevent insects from getting out.

Emergency procedures**Contact details**

In case of an accident or emergency, call 999 immediately.

- Daisy Hill Hospital – 028 3083 5000

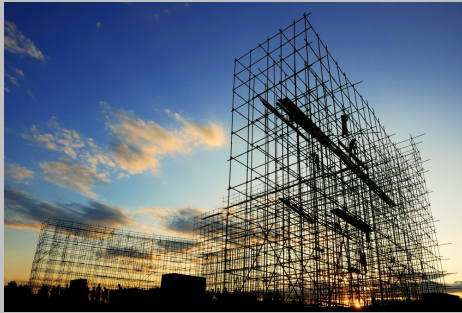
Risk Rating

Risk Assessment & Method Statement

Task/ activity: Warrenpoint Harbour- safe scaffold erection, alteration and dismantle

Task/ activity description:

Safe Use and maintenance of scaffolding in the Warrenpoint site.



Likely to be effected: Operatives, subcontractors, visitors,

Risk Scoring = multiply severity by probability SxP=R

Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Risk Scoring		Risk Rating
		S	P	
Falls from height	- Only trained and competent and certified scaffolders are authorised to erect, dismantle, or amend Scaffold. - Scaffold to be erected with double guardrails and toe boards. - Fall arrest systems must be worn and secured to the scaffold when working at heights. - Safety harness must be inspected before, to ensure the harness is fit for purpose and is safe to wear. - Rescue plan to be identified and communicated to others before commencing work.	5	2	10
Collapse/failure of the structure	- Scaffolding is inspected during construction and once complete by a competent individual appropriate scaffold inspection certificate. - Agree weight/strength specification of scaffolding with scaffolding contractors before engaging them to erect scaffolding on site. - Maintain awareness of total weight on scaffold, including employees. - Scaffold to be erected in accordance with British and European Standard guidelines BSEN 12811-1.	5	1	5

Hit by falling object.	• Toe boards are to be installed to prevent item falling from the scaffold. • Works' area to be supervised and any unnecessary person removed from the works area. • Lifting operations are to be planned, controlled and supervised. • All operatives must wear hard hats to work on the site. • Guardrails are to be inspected before use to ensure they are secure and fit for purpose. • Scaffold is inspected every 7 days or after adverse weather conditions.	4	2	8
Traffic management • Not following site rules.	• Speed limits at Warrenpoint harbour are set as 15mph. • Traffic routes are controlled. • Warrenpoint harbour must be informed of any temporary works on site to ensure traffic management arrangements are safe and suitable for the duration of the works. • Use traffic cones or water barriers to segregate the works area.	4	2	8
Manual handling • Musculoskeletal disorders • OOS injuries	• Employees are trained in safe lifting techniques and instructed to only lift what they are capable of handling comfortably. • Individuals working in the area are to wear appropriate PPE Safety footwear, work gloves, and hard hat. • All accidents & Incidents must be reported to the site manager to help prevent reoccurrence. • All Accidents & Incidents must be reported in compliance with accident reporting procedures.	3	2	6
Adverse weather conditions	• No employees to work at height in adverse weather conditions. • Weather to be monitored before commencing work and for the duration of the project.	5	3	15

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	May 2025
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	May 2025
Reviewed on:	May 2025	New version number:	3
Date of next review:	May 2026, or as an when required		

PPE required

- Safety harness, fall arrest system, hi-vis, safety boots, hard hat

Method statement

1. Planning

- 1.1 Warrenpoint Harbour to be informed of any upcoming works.
- 1.2 Only trained, competent and certified scaffolders are authorised to carry out the works.
- 1.3 All operatives to attend and complete the Warrenpoint Harbour induction.
- 1.4 All operatives are to present themselves to the security hut upon arriving at Warrenpoint harbour.
- 1.5 Traffic management arrangements to be confirmed with Warrenpoint Harbour personnel.
- 1.6 All tools, equipment and resources required are to be identified and planned before starting works.
- 1.7 Site manager to meet with scaffolders and to identify the scope of the project and the requirements of the scaffold.
- 1.8 Competent Scaffolders to ensure confirm the weight limits the scaffold needs to be able handle safely.

2. Physical

- 2.1 Access to the site is restricted via barriers and security office to prevent unauthorised persons entering the site.
- 2.2 Access to the site to be kept clear and safe, all individuals to be instructed on the safe access routes to the works area.
- 2.3 Guardrails and toe boards must be secured and of sufficient height.
- 2.4 Traffic management routes are clear and controlled.
- 2.5 Scaffold to be erected in accordance with British and European Standard guidelines BSEN 12811-
- 2.6 Barriers or traffic cones are to be used to separate the works area from traffic routes where practical.
- 2.7 Scaffold is to be tagged to identify the date of the most recent inspection.
- 2.8 Fall arrest systems must be worn when working at heights.

3. Administrative

- 3.1 Scaffold is to be inspected upon completion of the works to ensure it is safe and secured.
- 3.2 Scaffold will be inspected every 7 days or after adverse weather by a competent.
- 3.3 Fall arrest systems are to be inspected before use and any damaged or defective harness are to be removed immediately.
- 3.4 Works' area is to be always supervised.
- 3.5 Employees are to be instructed in safe lifting techniques.

4. Training requirements

- 4.1 Warrenpoint Harbour induction
- 4.2 Professional qualifications. – All scaffolders have appropriate training relevant to the type and complexity of scaffolding they are working on.

Emergency procedures

Contact details

In case of an accident or emergency, call 999 immediately.

- Daisy Hill Hospital – 028 3083 5000

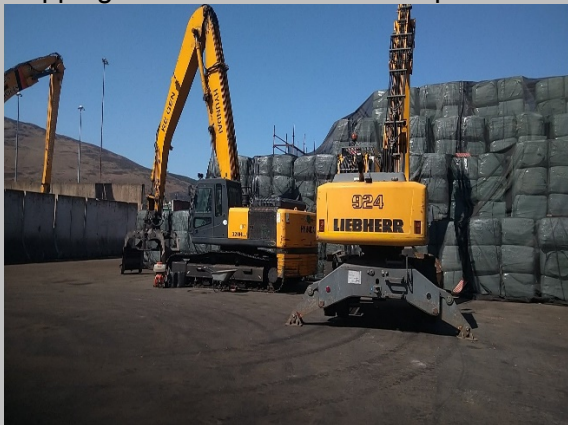
Risk Rating

Risk Assessment & Method Statement

Task/ activity: Workplace transport to the stockpile or quayside at Warrenpoint for boat loading operation

Task/ activity description:

Safe use and operation of excavator with a grab attachment to stack or de-stack baled processed RDF/SRF material from the stockpile to be transported to the stockpile or quayside to be loaded onto shipping vessels or into the stockpile



Likely to be effected: Operatives, Visitors, sub-contractors, others

Risk Scoring = multiply severity by probability SxP=R

Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Risk Scoring		Risk Rating
		S	P	
Vehicle/ Pedestrian	- Drivers must be competent and authorised. - Operative will receive frequent information instruction to reinforce good practice. - Warrenpoint harbour is a controlled environment no unauthorised entry during work. - Operative to pre-use check their vehicle before use and report any defects. - All around visibility must be maintained. Mirrors clean and properly positioned. - Vehicles must comply with the safe stop procedure. - Drivers must follow Warrenpoint harbour traffic management plan.	5	2	10

	• Lorries to travel at a safe speed and follow all speed limits on the road and within Warrenpoint Harbour. • Drivers to stop at Security Hut and obey instructions given by Security Staff. • Lorry to proceed to unloading area, parking lorry in a safe place away from Harbour Operations. • Lights & Hazard Lights to be used when required. • Drivers to remain in the line of Vision of other Vehicle users, always maintain 5 Metres away from other vehicles. • Hi Vis clothing, Hard Hats, Safety Footwear to be always worn whilst out of the Cab of the Lorry.			
Vehicle/ Vehicle Contact	• Drivers must be competent and authorised. • Operative to pre-use check their vehicle before use and report any defects. • All port users must be inducted onto the site. • Lorries to travel at a safe speed and follow all speed limits on the road and within Warrenpoint Harbour. • Drivers to stop at Security Hut and obey instructions given by Security Staff. • Lorry to proceed to unloading area, parking lorry in a safe place away from Harbour Operations. • Lights & Hazard Lights to be used when required. • Drivers to remain alert and comply with site signage. • Speed limit is restricted to 15 mph.	4	2	8
Bales Collapse • Crush • Entrapment	• Only competent authorised employees to stack or de-stack the stockpile. • Operatives to receive frequent information, instruction relevant to their works. • Five-meter rule in effect, operatives must maintain five meters from operating vehicles. • Operatives to visual check bales during building of stack. • All Bales to be stacked by experienced operators, bales to be interlocked / tied across every row to maintain stability. Bales to be tapered back from the side every row to maintain stability. • Loose bales to be re-baled on site before stacking. • Where re-baling cannot be undertaking the material must be sent back to Re-Gen to be baled. • Plant machinery to be tested and inspected at	5	2	10

	suitable intervals. Operative to carry out pre-use checks and report any damage to his supervisor.			
Working at height Dropped load	- Bales to be uncovered before loading operations start. - Work to be carried out under supervision. - Safety signage identifying no access and hi vis required. - Five-meter rule is in effect, no operative is authorised to come within five meters of a moving vehicle.	4	2	8
Fire hazard Risk of serious injury or death · Asphyxiation from smoke inhalation trailer	- No smoking authorised. - Recommended to build bales and leave space at suitable intervals for fire break · Temporary barriers erected with signage identifying no access allowed. - Appropriate firefighting equipment shall be in a suitable location before work starts. - Response plan is held in site security office supervisors and all personnel must be aware of the emergency response plan. - Fogging machines must not be left unattended.	4	2	8
Slips/trips and falls	- Areas to be kept tidy, general rubbish to be lifted and placed in a pile for removal for recycling. - Operatives & Drivers to be aware of their surroundings at all times during the Night & Day. - Drivers & Operatives must remain a Safe distance from the edge of the Harbour, during windy conditions keep clear of the Edge of the Harbour, identify areas where Life Rings are located. - Always inform a colleague of your location, · Operatives to Wear Hi Vis Vests, Hard Hats, Safety Footwear at all times. - Operatives to have completed Warrenpoint harbour induction. - Operative to wear Head torch at night and carries additional spare batteries.	4	2	8
Work during hours of darkness Reduced visibility leading to reduced ability to see hazards, obstructions.	- Port contains appropriate flood light coverage. - Drivers must pass security to enter the port. - Should any lighting issue occur, report to security office and your line manager. - All vehicle lights must be maintained and checked as part of the pre-use checks. - Head lamps are provided and to be worn when out	3	3	9

	- of the cab. - Spare head lamps are available from the onsite store (blue shipping container).			
Work Equipment Injured from poorly operated or maintained work equipment	- Only trained & skilled operatives to operate plant & equipment in a controlled and supervised manner. - Defective equipment removed from use. - Pre-use checks must be completed and actioned accordingly where necessary. - Plant to be thoroughly inspected once per year by a competent individual.	4	2	8
Weather - Slipping, tripping or falling. - Operative accident - Vehicle/vehicle contact	- Operative and supervisors to keep checks on the weather particularly wind speeds. - Operatives to stop work when wind reaches 28 MPH. - Supervisors and operatives to inspect the site after bad weather checking the stability and security of the scaffold and the bales. - Hi vis clothing must be worn, hard hats must be worn, wet gear, wellington boots or steel toe cap boots.	4	3	12
Overhead services Contact with overhead services	- Operator/ Drivers must check surrounding area for overhead services prior to unloading, keep a safe distance from Overhead Services. - Contact Warrenpoint Harbour Supervision if in any doubt.	5	1	5

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	May 2025
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	May 2025
Reviewed on:	May 2025	New version number:	3
Date of next review:	May 2026, or as an when required		

PPE required

- Hi-vis clothing, safety boots with ankle support, hard hat, head torches during hours of darkness

Method statement**Planning:**

- Work area to be assessed before starting work to ensure work area is safe and free from hazards or obstructions and obstacles such as overhead cables or ground conditions.
- Works to be planned by a competent person to ensure appropriate placement of the mobile plant and trailers to ensure a safe and efficient loading operation.
- Traffic management plan must be communicated to drivers before starting work.
- Be advised Warrenpoint harbour is a dynamic environment and plans are subject to change. In the event of any significant change this must be communicated to all relevant parties.
- Pre-use checks of mobile plant machinery must be undertaken and actioned accordingly by the plant operator.
- All unnecessary personnel must be excluded from the works area.

Training:

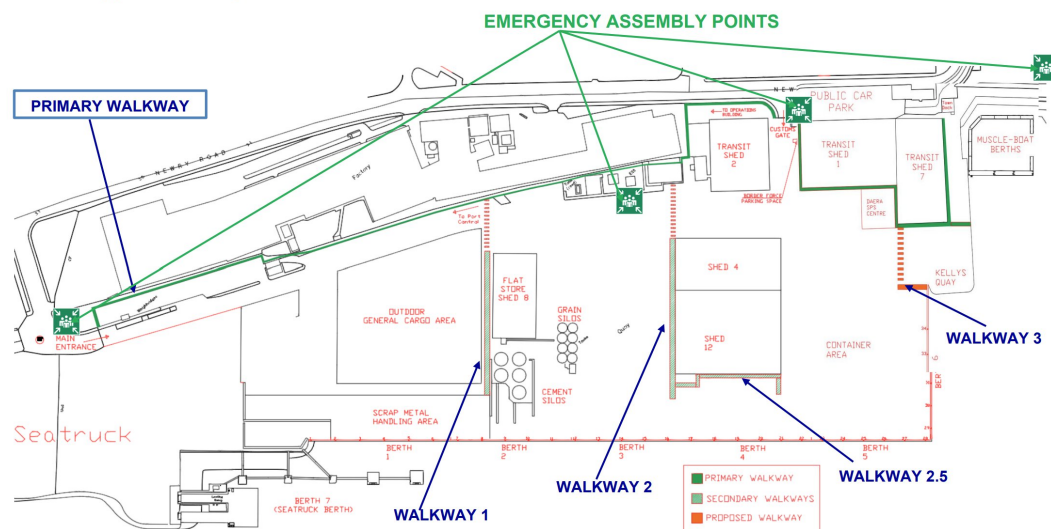
- Mobile plant operators must be trained and competent.
- All persons working at Warrenpoint Harbour must have undertaken the Warrenpoint harbour induction.
- Employees must also have received the Re-Gen induction.

Traffic Management routes



Pedestrian walkways – including assembly points

Appendix 2: Main pedestrian routes:



Emergency procedures

Contact details

In case of an accident or emergency, call 999 immediately.

- Daisy Hill Hospital – 028 3083 5000

**Risk
Rating**



Risk Assessment & Method Statement

Task/ activity: Boat loading operation using 360 Excavators with Bale Clamps

Task/ activity description:

The task involves the loading of bailed material to be loaded onto trailers using a excavator with a grab attachment. The trailers will then transport the material to dockside where cranes will lift the bales and stack them on the boat.



Likely to be affected: Operators, visitors, subcontractors, Port staff, others

Risk Scoring = multiply severity by probability SxP=R		
Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Scoring		Risk Rating
		S	P	
Vehicle/ Vehicle / Stationary Object Contact	- Drivers must be competent and authorised. - Operative to pre-use check their vehicle before use and report any defects. - All Subcontractor Tractor Owner / Operators must ensure that their Tractor & Trailer are Roadworthy - All Drivers must complete the Warrenpoint Harbour Induction & Pass the required Test & Obtain a Security Pass - Drivers must follow Warrenpoint harbour traffic management plan. - Lorries to travel at a safe speed and follow all	4	2	8

	speed limits on the road and within Warrenpoint Harbour. • Drivers to stop at Security Hut and obey instructions given by Security Staff. • Lorry to proceed the Bale Storage area, parking lorry in a safe place away from Harbour Operations. • Lights & Hazard Lights to be used when required. • Drivers to remain in the line of Vision of other Vehicle users & wear Hard Hat, Hi Visibility Jackets / Vests, Safety Footwear while outside the Cab • Maintain 5 Metres away from other Vehicles where possible. • Drivers must Manage their Driving Hours, limit the Hours driven during the Day, take plenty of Rest before Driving at Night • When feeling Fatigue / Tiredness Drivers must stop in a Safe Place & rest, get out of the Cab & remain visible to all other Drivers by wearing a Hard Hat, Hi Visibility Jacket / Vest, rest as long as they feel necessary, Inform the Supervisor • Do Not Use Mobile Phones for Calling / Texting whilst Driving			
Vehicle/ Pedestrian -Fatality -Major injury	• Drivers must be competent and authorised. • Operative will receive frequent information instruction to reinforce good practice. • Warrenpoint harbour is a controlled environment no unauthorised entry. • Operative to pre-use check their vehicle before use and report any defects. • Drivers must follow Warrenpoint harbour traffic management plan. • Lorries to travel at a safe speed and follow all speed limits on the road and within Warrenpoint Harbour. • Drivers to stop at Security Hut and obey instructions given by Security Staff. • Lorry to proceed to Bale unloading area, parking lorry in a safe place away from Harbour Operations. • Lights & Hazard Lights to be used when required. • Drivers to remain in the line of Vision of other Vehicle users, always maintain 5 Metres away from other vehicles. • Hi Vis clothing, Hard Hats, Safety Footwear to be always worn whilst out of the Cab of the Lorry.	4	2	8

	- Drivers must Manage their Driving Hours, limit the Hours driven during the Day, take plenty of Rest before Driving at Night - When feeling Fatigue / Tiredness Drivers must stop in a Safe Place (5 Metres away) & rest, get out of the Cab & remain visible to all other Drivers by wearing a Hard Hat, Hi Visibility Jacket / Vest, rest as long as they feel necessary, Inform the Supervisor - Do Not Use Mobile Phones for Calling / Texting whilst Driving			
Falling Object – Dropped load -Fatality -Major injury	- Exclusion zone is established around the Excavator / Loaders. - This must be enforced and put in practice by all personnel. - Loader and grab attachment must be inspected prior to use. - Any fault or defect must be escalated for attention. - Hi Vis clothing and Hard hats must by worn while outside the Cab. - All stakeholders must be instructed on site rules and have knowledge of the workplace hazards and safe systems of work. - Never lift a load over people. - Adequate lighting must be used. - Care must be taken when lifting the baled material to ensure adequate clearance over guardrails.	5	2	10
Working beside Water -Fall into water	- All personnel must be aware not to cross the red line that denotes the safe distance from the quayside, where life jackets must be worn. - Employees to take time to familiarise themselves with the work area and take time to identify the life jackets and other emergency provisions. - While at the Portside Operatives to remain in the Cab at all times - Emergency response must be communicated to all persons who attend the harbour. - No unauthorised personnel are to access the port.	4	2	8
Bales Collapse - Crush - Entrapment	- Only competent authorised employees to stack or de-stack the stockpile. - Operatives to receive frequent information, instruction relevant to their works. - Five-meter rule in effect, operatives must maintain	4	2	8

	- five meters from operating vehicles. - Operatives to visual check bales during building of stack. - All Bales to be stacked by experienced operators, bales to be interlocked / tied across every row to maintain stability. Bales to be tapered back from the side every row to maintain stability. - Loose bales to be re-baled on site before stacking. - Where re-baling cannot be undertaking the material must be sent back to Re-Gen to be baled. - Plant machinery to be tested and inspected daily before use, at 6 monthly / Annually for Boom Lifts & FLTs - Operative to carry out pre-use checks and report any damage to his supervisor.			
Working at height Dropped load	- Bales to be uncovered before loading operations start with use of the Cherry Picker, Operatives to use Hard Hats & Harnesses at all times - Work to be carried out under supervision. - Safety signage identifying no access and hi vis required. - Five-meter rule is in effect, no operative is authorised to come within five meters of a moving vehicle.	4	2	8
Fire hazard Risk of serious injury or death · Asphyxiation from smoke inhalation trailer	- Smoking Prohibited - Recommended to build bales and leave space at suitable intervals for fire break · Temporary barriers erected with signage identifying no access allowed. - Appropriate firefighting equipment shall be in a suitable location before work starts. - Response plan is held in site security office supervisors and all personnel must be aware of the emergency response plan. - Fogging machines must not be left unattended.	4	2	8
Slips/trips and falls	- Areas to be kept tidy, general rubbish to be lifted and placed in a pile for removal for recycling. - Operatives & Drivers to be aware of their surroundings at all times during the Night & Day. - Drivers & Operatives must remain a Safe distance from the edge of the Harbour, during windy conditions keep clear of the Edge of the Harbour, identify areas where Life Rings are located. - Always inform a colleague of your location, · Operatives to Wear Hi Vis Vests, Hard Hats, Safety	4	2	8

	Footwear at all times. - Operatives to have completed Warrenpoint harbour induction. - Operative to wear Head torch at night and carry additional spare batteries.			
Work Equipment Injured from poorly operated or maintained work equipment	- Only trained & skilled operatives to operate plant & equipment in a controlled and supervised manner. - Defective equipment removed from use. - Pre-use checks must be completed and actioned accordingly where necessary. - Plant to be thoroughly inspected 6 monthly for Lifting People & other Plant & Equipment Annually by a competent individual.	4	2	8
Weather - Slipping, tripping or falling. - Operative accident - Vehicle/ vehicle contact	- Operative and supervisors to keep checks on the weather particularly wind speeds. - Operatives to stop work when wind reaches 28 MPH. - Supervisors and operatives to inspect the site after bad weather checking the stability and security of the scaffold and the bales. - Hi vis clothing must be worn, hard hats, wet gear, wellington boots or steel toe cap boots.	4	3	12
Overhead services Contact with overhead services	- Operator/ Drivers must check surrounding area for overhead services prior to unloading, keep a safe distance from Overhead Services. - Contact Warrenpoint Harbour Supervision if in any doubt.			

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	May 2025
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	May 2025
Reviewed on:	May 2025	New version number:	3
Date of next review:	May 2026, or as when required		

PPE required

- Hard hat, safety boots, hi-vis clothing

Training required

- Mobile plant operators must be trained and competent,
 - Forklifts
 - Mobile Elevated Working Platforms
 - 360 Degree Excavators with Bale Clamps
- All persons working at Warrenpoint Harbour must have undertaken the Warrenpoint harbour induction & obtain a Security Pass
- Employees must also have received the Re-Gen induction.

Method statement**Planning:**

- Work area to be assessed before starting work to ensure work area is safe and free from hazards or obstructions and obstacles such as overhead cables or ground conditions.
- Works to be planned by a competent person to ensure appropriate placement of the mobile plant and trailers to ensure a safe and efficient loading operation.
- Traffic management plan must be communicated to drivers before starting work.
- Be advised Warrenpoint harbour is a dynamic environment, and plans are subject to change. In the event of any significant change this must be communicated to all relevant parties.
- Pre-use checks of mobile plant machinery must be undertaken and actioned accordingly by the plant operator.
- All unnecessary personnel must be excluded from the works area.

Method of work

- The work area should be clear of obstructions, debris and the loading operation planned by trained competent operators.
- When the boat docks, there will be pre-designated time window to ensure the boat is loaded and departs on schedule.
- When it docks, the 360 Operators will be in control of loading the bales into the boat as one trailer is unloaded, our operators will reload following their safe working practices.
- The Route established at the Start of the Loading should be maintained until finish
- Any Additional Co
- To meet the designated time window the loading operation must be properly planned.
- Tractor and trailer units are to comply with the traffic management plan and transport the load to the designated loading area and wait in their cab.



Emergency procedures

Contact details

In case of an accident or emergency, call 999 immediately.

- Daisy Hill Hospital – 028 3083 5000

Risk Rating

Risk Assessment & Method Statement

Task/ activity: Handling/ storage of hazardous materials under COSHH

Task/ activity description:

This risk assessment covers the handling and safe storage of hazardous substances under the COSHH Regs



Likely to be effected: Operators, visitors, visitors

Risk Scoring = multiply severity by probability SxP=R

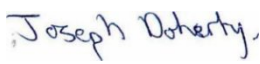
Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Risk Scoring		Risk Rating
		S	P	
Exposure to hazardous substances	- Operatives are to be aware of the COSHH assessment for each chemical. - COSHH folder to be kept in the garage for easy access to employee. - Hazardous substances must always be kept in the original container. - Hazardous substances must only be used by those who are trained and authorised to do so. - Chemicals should be stored in a secure storage area. - All control measures in the associated Material Safety - Hazardous chemicals must be disposed of as per the directions of the MSDS. - Data Sheets and COSHH assessments are to be fully followed at all times.	3	2	6

	- Recommended PPE and RPE is to be worn at all times. - Unauthorised personnel are excluded from the works area.			
Skin irritation or dermatitis	- All control measures in the associated Material Safety Data Sheets are to be fully followed at all times. - Recommended PPE and RPE is to be worn at all times. - All substances must be kept in the original packaging. - Substances must be disposed in the correct way, as described on the MSDS. - Employees to maintain good standards of personal hygiene. - Handwashing facilities are available and after handling, hands will be washed with warm soapy water, or other cleaning agents as required. - Care is to be taken when handling hazardous substances. - Garage operatives are informed of the hazards associated with chemicals and are trained in the correct handling. - The COSHH file will be kept in the garage for operatives to refer to as necessary. - Spills should be cleaned up as soon as possible. - Full PPE to be worn when handling hazardous substances (as informed by the MSDS). - Occupational health surveillance occurs regularly. - All employees are to report any accidents, and near misses to the HSE dept. - Unauthorised personnel are excluded from the works area.	3	2	6
Asthma	- Chemicals should not be used in confined spaces. Ensure adequate ventilation. - Any cases of respiratory sensitisation should be reported to the HSE manager. - Occupational Health surveillance is carried out at regular intervals. - Chemicals must be handled in accordance with the MSDS. - PPE and RPE recommended by the MSDS is to be worn. - Unauthorised personnel are excluded from the works area.	3	2	6
Overcome by toxic fumes	- Garage door is to remain open to ensure that adequate ventilation is maintained. - Chemicals must not be used in confined spaces.	3	2	6

	• Ensure that suitable measures are in place for the extraction of exhaust of fumes. • RPE must be used where required by MSDS. • Vehicles must not be left running. • Only trained and authorised operatives are permitted to use hazardous substances. • Unauthorised personnel are excluded from the works area. • Mixing of chemicals is not permitted. • Lone working should be avoided.			
Poisoning by drinking toxic liquids etc	• Only trained and authorised personnel are permitted to use and manage the chemicals. • Unauthorised personnel are excluded from the works area. • Operatives must be made aware of the content of the COSHH assessment, including instructions for use, storage, and first aid measures. • No mixing of chemicals is permitted. • All chemicals must be stored in the original vessels and not put in soft drinks bottles under any circumstances. • Operatives must use chemicals in accordance with the manufacturer's instructions. • Operatives must strictly adhere to the requirements of the MSDS and COSHH assessment. • COSHH file is stored in the garage for easy access.	4	1	4
Cancer	• Recommended PPE and RPE is to be worn at all times. • Waste including asbestos and lead compounds shall be moved by specialist contractors. • Full PPE to be worn when handling waste and hazardous substances in accordance with COSHH assessments. • Operatives are to be aware of the COSHH assessment for each chemical. • COSHH folder to be kept in the garage for easy access to employee. • Hazardous substances must always be kept in the original container. • Hazardous substances must only be used by those who are trained and authorised to do so. • Chemicals should be stored in a secure storage area. • Data Sheets and COSHH assessments are to be fully followed at all times. • Unauthorised personnel are excluded from the works area.	4	2	8

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	May 2024
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	May 2024
Reviewed on:	May 2024	New version number:	2
Date of next review:	May 2026, or as an when required		

PPE required

- As per MSDS sheets guidance, gloves, breathing apparatus if required as per MSDS guidance

Method statement**Planning:**

- All substances used will where reasonable practicable be substituted for less hazardous substances.
- Each substance used will have an assessments completed and all persons will be made aware of the findings and act accordingly.
- The control measures that are put into place after the assessment will be used and adhered too.

Physical:

- Before any substance is used, ensure that the label is read to understand the precautions to be undertaken when using.
- Also ensure that the safety data sheet and COSHH assessments have also be read and the control measures are adhered to and the correct PPE is worn when using the substances.
- If you believe no assessment has been carried out on the substances then do not use the substance until an assessment has been completed.
- All hazardous substances when not in use will have their lids firmly applied and placed away in a suitable and sufficient locker with the appropriate warning signs placed on it and locked when not in use.
- Ensure that substances are incompatible with each other as to start a fire, explosion.
- If large amounts of substances then an additional large store should be situated outside the building also with the appropriate safety warning signs applied.
- All substances shall be label and stored in their original containers and not decanted in to a container with no label, and if a substance has no label on it then take extra care when handling or trying to find out what the substances is (do not smell) if not then dispose of as special waste.
- When using the substances are persons are to be aware of the consequences of using the substance and what health indicators to look for (fainting, rashes etc).
- Persons contaminated with, or in some way exposed to substances the first aid measures will be adhered to and if required medical treatment sorted, the Safety Data Sheet and COSHH Assessment will go with the injured person.
- All substances containers will be disposed of accordingly by a competent person.
- If controlled or special waste then is disposed of then use a reasonably competent agency ensuring compliance with current legislation for the disposal of waste material

Managerial/Supervisory:

- Ensure that Safety Data Sheets and COSHH Assessments are made available for all users and that they are complying with the assessments.
- Regular checks are required to ensure that the safety precautions are being used and no one is placing themselves in danger.

Training:

- All operatives are required to receive COSHH awareness training to enable them to understand the dangers of over exposure and the correct actions to take. This also applies to contractors, subcontractors and self-employed.

Emergency procedures**Contact details**

In case of an accident or emergency, call 999 immediately.

- Daisy Hill Hospital – 028 3083 5000

Risk Rating

Risk Assessment & Method Statement

Task/ activity: Storage and use of highly flammable liquids

Task/ activity description:

This risk assessment covers the need to store highly flammable liquids (HFL) in the garage.



Likely to be effected: Operatives, subcontractors, visitors

Risk Scoring = multiply severity by probability SxP=R

Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Risk Scoring		Risk Rating
		S	P	
Fire	- HFL will only be kept in suitable containers - Areas where HFL is stored or used will be kept clear of combustible materials as far as reasonable practicable. - Management will ensure that storage facilities are adequate and are maintained to the specific standards. - All gas cylinders must be stored in the secure cage outside the garage at the end of shift. - Gas cylinders are to be inspected before use, giving care to check, hoses and fittings.	5	1	5
Explosion	- Where HFL vapour is foreseeable, no means of ignition will be present. - Work area to be kept well-ventilated where possible. - Trained, competent personnel only are authorised to work with the apparatus.	5	1	5

	Gas cylinders must be kept stored, stood up and properly secured			
--	--	--	--	--

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	May 2024
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	May 2024
Reviewed on:	May 2024	New version number:	2
Date of next review:	May 2026, or as an when required		

Training required

Operatives using HFL will be given training/briefing. This will include the use of fire extinguishers

Method statement

Planning:

Prior to starting work with HFL, quantities will be estimated to ensure the only minimum quantities are ordered.

A suitable fire-resistant store will be provided for HFL.

This store will be signed according to requirements of the regulations.

Physical:

HFL will only be kept in suitable containers.

For petrol, this will be authorised marked plastic containers of 5 litres maximum capacity and or 20 litres metal jerry cans.

Containers used to store HFL will be marked accordingly to show HFL is present, with a flashpoint of less than 32 degrees Celsius.

Lids on containers will be secure.

Where HFL vapour is foreseeable, no means of ignition will be present.

Areas where HFL is stored or used will be kept clear of combustible materials as far as reasonable practicable.

Spillages will be mopped up immediately and materials removed to a safe place.

HFL will not be used for purposes which are unauthorised, such as starting fires.

Managerial/Supervisory:

Management will ensure that storage facilities are adequate and are maintained to the specific standards.

During inspections, they will check to ensure HFL is being used properly, that spillages are cleaned up promptly and that correct fire precautions are being taken

Contact details

In case of an accident or emergency, call 999 immediately.

- Daisy Hill Hospital – 028 3083 5000

Risk Rating

Risk Assessment & Method Statement

Task/ activity: CLEANING UP OF DIESEL / OIL SPILLS

Task/ activity description:

This risk assessment covers the safe cleaning and disposal of oil / diesel spills.



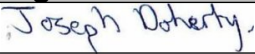
Likely to be effected: Operatives, subcontractors, visitors

Risk Scoring = multiply severity by probability SxP=R		
Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Scoring		Risk rating
		S	P	
Pedestrian/vehicle contact	- Ensure that vehicle operators in the area are aware of the location of the clean-up operation. - Vehicle operators should also be informed at the beginning and end. - Vehicle operators are to maintain radio contact. - Vehicles should be switched off, with the handbrake on and keys removed if approaching to clean up a spill. - The 5-meter rule must be adhered to on site. - Only trained, competent and authorised employees are permitted to operate plant machinery. - Vehicle operators are to use reversing cameras and mirrors when reversing. - Full adherence to the traffic management plan is needed at all times. - Suitable PPE must be worn (hi-vis uniform).	5	2	10

Exposure to hazardous substances	- Suitable PPE must be worn (safety gloves) and maintained properly. - Persons involved are to wash hands after finishing the task. - Ensure adequate ventilation to the area if the spill is significant. Consider use of RPE. - RPE is available and should be worn in instances where there is a potential for build-up of fumes. - COSHH assessment to be completed on all chemicals. - All control measures in the associated material safety data sheets (MSDSs) are to be followed. - Absorbent granules should be applied onto the affected area and removed for disposal using a shovel. - Spillage response training has been undertaken by relevant personnel.	4	2	8
Contact with machinery	- Machinery must be switched off and isolated if approaching to clean up a spill. - Ensure that all guards are in place and maintained. - Ensure communication is maintained and all personnel in the area are aware of the clean-up operation.	4	2	8
Slips, trips, and falls	- Suitable PPE must be worn properly and maintained at all times (Safety boots with ankle support). - Spills should be cleaned as soon as possible. - If leaving the spill unattended, ensure area is marked off (if applicable). - Operatives in the area are to be made aware of the location of the spill. - Highlighted pit edges (approximately 150mm wide) to ensure visibility of edge of the pit. - Physical barriers are in place in areas where there is a potential for falls from height. - Regular housekeeping to be maintained to reduce the likelihood of debris building up in the area and potentially causing a fall.	4	2	8
Manual handling	- If multiple bags of absorbent granules are required, these should be transported using a trolley and not by hand. - Operatives are to assess the potential for injury before beginning task. - Operatives are instructed to seek alternative means or assistance if the load is too heavy to be lifted comfortably. - Proper manual handling technique should be used. - Proper technique for use of a shovel must be used.	4	2	8

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	Apr 2025
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	Apr 2025
Reviewed on:	Apr 2025	New version number:	3
Date of next review:	Apr 2026, or as an when required		

PPE Requirements

- safety gloves, safety footwear, workwear, eye protection

Method statement

Planning:

- COSHH assessments are available for substances used.
- PPE is to be made available for use during clean-up, chemical suits, respirators.
- Designated area for Absorbent Granules is communicated to all Staff

Physical:

- If required ensure that traffic control is carried out – the 5 meter rule must be obeyed, redirect traffic if necessary.
- All drains and sewers etc are to be blocked off to stop substances running in to them.
- Spill kit or equivalent is placed on substances and allow to soak up substances and then place in bags and disposed of according to local authority's regulations.
- If leaving ensure area is marked off (if applicable)
- Suitable chemical suits and suitable respirator if required are worn.
- The area is to be washed down with suitable substances to break up spills etc.
- Ensure that a substance that breaks up the spill etc do not enter the watercourse, drains (if applicable).
- Use vacuum tanker to clean area if unable to bag substance and if large spill.
- Ensure that area is completely cleaned before leaving area
- Persons involved are to wash hands after the end of the task.
- First aid and welfare facilities to be made available and/or hand wipes placed in the facility.

Training:

- All persons taking part in spills clean-up operations are to be made aware of the hazards and the importance of wearing PPE and personal hygiene.

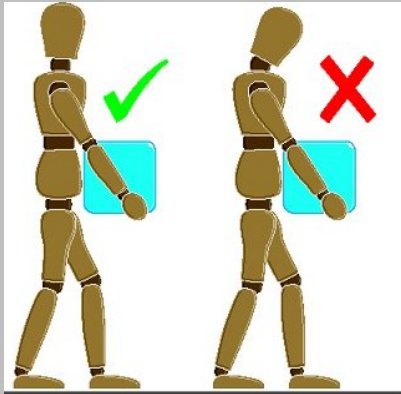
Risk Rating

Risk Assessment & Method Statement

Task/ activity: Manual handling

Task/ activity description:

This risk assessment only covers manual handling activities in the Re-Gen Waste workplace.


Likely to be effected: Operators, subcontractors, visitors

Risk Scoring = multiply severity by probability SxP=R

Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Risk scoring		Risk rating
		S	P	
Physical demands of hand sorting at waste picking lines - OOS injuries/RSI - Potential Contact with hazardous items	• Belt speeds to be maintained at speeds under 10m/min to reduce potential for motion sickness and excessive pick rates leading to musculoskeletal stress. • Employees to receive regular breaks (30mins per 3 hours). • Recycling operatives to read and understand risk assessments for their role. • Belt height and width designed to reduce the need for reaching, stooping, or twisting. • Engineered sorting mechanisms to remove potentially harmful and heavy materials before material reaches the picking lines. • Adequate lighting is provided. • Where necessary, picking operatives may use steps to improve accessibility to the picking line. • Back supports are available to employees. • Picking operatives to report to supervisor if they	3	2	6

	- experience any pain or discomfort. - Operatives to be able to comfortably reach the emergency stop pull cord. - Employees are provided with cut 5 resistant safety gloves. - Operatives are to wear appropriate, non-slip safety footwear as provided. This will have the proper arch and heel support. - Employees encouraged to carry out warm up activities			
General manual handling during maintenance activities.	- All loads' weights are to be identified before lifting and alternative methods incorporated if reasonably practicable. - The operative must be fit and free from any injury before lifting operation starts. - A suitable and sufficient risk assessment need to be carried out on all tasks involving lifting operations, and reassessed if there has been a significant change in the manual handling technique. - Operatives must seek assistance and discuss the operation with their line manager, if they are unsure of any detail, such as weight of the load or method of work. - Operatives are instructed in usage of mechanical lifting aids. - Operative must make sure they have a suitable grip by using palm grip whereby not just the fingers, but the palm of the hand is utilised. (Sharp edges, holes or unstable areas must be avoided) - All employees need to stay focused and alert on the job at hand. - You must be trained, authorised and competent about the working of tools and equipment. - Beware of sharp edges and avoid the possibly of trapped digits etc - Personnel undertaking such task are trained in manual handling techniques such as: - Proper foot position - Lifting with the power of legs. - Assessing load before lifting - Team lifting - Environment consideration.	3	4	6
Manual handling during replacement of parts such as: - Electric motors - Conveyors - Steel Beams - Rollers	- All operations are planned, supervised, and carried out in a safe manner by people who are competent. Individual capability, the nature of moved objects and all work area conditions must be assessed before the work begins. Lighting, ground conditions, other hazards, weather etc. - All operations must be supervised, and two-way radio communication maintained. - Team lifting to be planned and directed by one competent person.	4	2	8

	- Any motor replacement must be assessed by a competent person with appropriate lifting equipment used considering the weight and other factors. - Replacement of conveyors must be planned, assessed and undertaken only by trained competent personnel taking into consideration the type of load and the location for the task. - Do not place your hands and fingers near moving parts of an equipment or heavy machinery, - Any steel beams handling will be undertaking using guide ropes where adequate Scissor Lifts, FLTs, Telehandlers Suitable Chains & Slings are available to assist with the Lifting of Equipment.			
--	---	--	--	--

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	Apr 2024
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	Apr 2024
Reviewed on:	Apr 2024	New version number:	2
Date of next review:	Apr 2026, or as an when required		

PPE Requirements

- Cut 5 resistant safety gloves, back support if needed, safety boots with arch support if needed,

Training:

- All management and employees require manual handling and lifting techniques training and records kept of such training.
- Contractors, subcontractors, and self-employed are also required to have completed manual handling training.

Method statement

Planning:

- All loads weights are to be identified before lifting and alternative methods incorporated if reasonable practicable. The operative must be fit and free from any injury before lifting operation starts.
- A suitable and sufficient manual handling assessments need to be carried out on all loads if reasonably practicable, and reassessed if there as been a significant change in the manual handling technique

Physical:

- Before starting ensure that the following is adhered to if at all reasonable practicable;

- The Task (Do they involve) - Is the load going too carried at distance from the body, is the person going to twist at the trunk, stooping, or reaching upwards. Is there going to be excessive movement of the load especially, lifting or lowering, excessive carrying distance, pulling and pushing or sudden movement of the load. Is the person going to get insufficient rest periods or is a rate of work imposed on the person?
- The Load (Are there) – Are the loads, heavy, bulky or unwieldy, difficult to grasp, instable, or which is likely to shift. Are there sharp, hot or otherwise potentially damaging items, objects.
- The Working Environment (Are there) – Is there space constraints preventing good posture. Is the surface uneven, slippery, or unstable, variation in level of floors and work level. Is there an extreme of temperature of humidity, or ventilation problems, poor lighting conditions?
- Individual Capacity (Does the job) – Does the load require unusual strength, height etc. Does it create hazards to those who might reasonably be considered to or have a health problem. Does it require special information or training?
- Other Factors – Is the movement hindered by personal protective equipment.
- Ensure that all operatives make full and proper use of any system or work provided for his or her use.

Managerial/Supervisory:

- Regular checks are required to ensure that correct manual handling and lifting techniques are used at all times and do person is placing themselves in positions that may cause health problems. All persons reporting with an injury due to manual handling then a full investigation is required to ascertain the reason and the measures to stop the reoccurrence.

FIRE RISK ASSESSMENT

RE-GEN WARRENPOINT HARBOUR



Prepared by

Jonathan Smart

MKB Fire Services Ltd

Unit 5 Hanwood Business Park

Old Dundonald Road Dundonald Co Antrim BT16 1DE Tel: 02890484673

INTRODUCTION

This document represents a Fire Risk Assessment for Re-Gen Warrenpoint Harbour. It is an open-air storage facility in which the material can be loaded onto cargo ships. The facility is within Warrenpoint Harbour at the end of Sea truck ferries.

The purpose of this Fire Risk Assessment is to outline a fire safety management procedure for Re-Gen.

Site Location and setting

The site is situated at Warrenpoint Harbour, Warrenpoint Newry BT34 3JR. The site is bounded as follows.

- The site is bounded by water on one side and the Warrenpoint Road on the other side.

Site Layout

Access to the site is provided by the Warrenpoint Road A2 and into the Harbour. Access to the site is through Harbour security.

The specified waste management operations to be carried out on the site include the following.

- Waste storage
- Loading materials onto cargo ships

The site layout and details of the facility are shown on drawing attached.

Fire Risk Assessment

A fire Risk Assessment is an organized and methodical look at the premises, the activities carried out there and the likelihood that a fire could start. Legislation requires that hazards and risks are assessed and where possible reduced in order to prevent potential of fire to occur.

The principal aims of the Fire Risk Assessment are:

- To Identify Hazards and to reduce the Risk of those hazards causing harm to as low as reasonably practical.
- To determine what fire safety measures and management policies are necessary to ensure the safety of those people in the area, should a fire occur; and
- To assess the adequacy of Fire Safety Measures against risks posed.

Fire Hazards

For a fire to Occur it needs a source of fuel and an ignition source. If these hazards can be minimized or reduced, then the risk to people and business are minimized. Fire prevention is the first line of defense by reducing the possibility of ignition sources and fuel coming together.

Due to the nature of the waste recycling business, some of the waste materials themselves are a source of fuel. With the materials mainly deriving from C&D waste, low quantities of

combustible materials will be stored onsite, with the majority of materials being low combustible fuels. Therefore, the risk of potential ignition is low.

The machinery and plant used on the site could act as a source of ignition including the delivery and collection of materials by external sources and the mechanical equipment for processing the waste. All plant and equipment will be maintained and operated correctly meaning the Risk of ignition is low. All plant processing the waste including the shredder, trommel and blower are only expected to operate for a small number of hours each day, reducing the risk of overheating and minimizing the risk of ignition.

Re-Gen Warrenpoint is a secure site. The facility will be completely secured outside working hours and will be adequately supervised during operational hours meaning trespassing and the associated risk of Arson is Low.

People at Risk

People who work within the area are at most risk if a fire was to occur. Staff at Re-Gen Warrenpoint will be familiar with the layout of the area and location of all exits. Any visitor to the site will be accompanied by a member of staff to ensure safe and prompt exits if required.

Measures Used to Mitigate Risk

Appropriate means of escape measures will be in place to ensure that on discovery of a fire, any person in the vicinity of the facility can retreat to a safe distance.

All staff will receive the necessary training on actions to take in the event of a fire in order to safeguard themselves and others on the premises. Appropriate fire extinguishers will be located on the site and clearly marked. Fire Hydrants and hoses will be used if necessary.

In the event of a fire the emergency action plan will be implemented

Fire Safety Management

Storage of waste

Waste will not be stored for any longer than is permitted under the waste management License,

Emergency Fire Action plan

The aim of the fire action plan is to ensure that in the event of a fire, the workforce is sufficiently familiar with the action they should take. This will allow all occupants to safely evacuate to a location where they will not be in danger.

Fire detection will be communicated through site radios.

Any fire on site will be treated as an emergency with the following procedure applied:

- Retreat to a safe distance from the fire, move towards the nearest/safest area.

- Site manager or appointed personnel to manage evacuation of the area and instruct all occupants to proceed to the assembly point at security.
- If safe to do so, site manager or appointed personnel should attempt to control the fire using the appropriate appliances onsite.
- Telephone the emergency services (999)
- Evacuate all site personnel. It will be the site managers or appointed personnel's responsibility to ensure that everybody has left the building and to prevent any further access to the site.
- Cordon off the area, move employees and visitors to a safe area and prevent any further access to the site.
- Site manager to report the situation to the Fire Services on their arrival.
- Prevent anyone from entering the building until authorized by the fire service.
- Once the fire has been extinguished, seek the advice of the Fire Service on future precautionary action. Re-open the site if feasible and when instructed to do so.

Evacuation

Re-Gen Warrenpoint staff will be instructed that in the event of an emergency situation, fire or other, they should without delay report to the established assembly point as shown in the drawing.

All staff will be instructed to co-operate with the evacuation controller and to remain at the assembly point until the evacuation controller or Fire service confirm that they may leave.

Staff Training

It is essential that staff know what they have to do in the event of fire to safeguard themselves and others and to have awareness of the importance of their actions. This includes risk reduction, maintenance of fire safety measures and action if there is a fire.

All staff will be given information training and instruction on the fire safety measures to be taken or observed at Re-Gen Warrenpoint, including the action to be taken in case of Fire.

All staff will be trained to fully understand the Emergency Fire Action Plan.

The training will include sufficient instruction and training on the appropriate precautions and actions to be taken by the employee in order to safeguard himself and other relevant persons in the event of discovering a fire.

Training will be provided on the following circumstances.

- At the time when they are first employed
- Staff being transferred or given a change of responsibilities.
- The introduction of new work equipment or a change in the equipment already in use
- The introduction of new technology; and
- The introduction of a new system or a change in process

All training will be provided in a manner appropriate to the risk and be repeated periodically when appropriate. All training will be verifiable and be evidenced by management records.

Competent Persons

The site manager may appoint one or more competent persons to take responsibility for carrying out duties imposed by the Fire Safety Regulations.

- Competent persons will be appointed and receive instructions of their duties and responsibilities that will include but may not be limited to.
- Carrying out routine tests and maintenance
- Recording tests and reporting and deficiencies found
- Liaising with external authorities in respect of firefighting, rescue work and first aid; and
- Training staff in emergency procedures

Testing and Fire Drills

Fire drills will be carried out at minimum once per year to check that staff understand the procedure to follow in the event of a fire on the site, evaluate the effectiveness of the evacuation and to identify any weaknesses in the evacuation strategy.

The emergency action plan should be strictly followed during a fire drill to accurately evaluate the procedures in place.

The fire alarm should be tested regularly to ensure it is audible across all parts of the site, particularly near to or while operating machinery. All fire safety systems should be tested and maintained regularly in accordance with recognized recommendations.

Fire drills will raise any areas of concern where exit routes are obstructed or unsafe, ensuring a safe means of escape is maintained at all times.

FRA Review

The appropriate person responsible for fire safety will

- ensure all staff are informed and instructed regarding the fire precautions on the site.
- Ensure staff are trained in implementing the emergency fire action plan.
- Inform visitors to the site of the fire precautions in place.
- Ensure Fire protection and safety equipment is operational and maintained in accordance with applicable codes and standards.
- Frequently consult with staff regarding fire safety and encourage feedback.
- Update the Fire Risk Assessment; and
- Keep aware of changes in legislation or best practice in applicable fields of fire safety.

mkbfire.com

ITEM	ACTION	H/M/L	DATE COMPLETED
001	Fire Assembly Point to be set up at Harbour security	H	
002	- Standpipes and hoses to be available should they be needed. - Hydrants to be clearly marked and staff to be made aware of their location	H	
003	When site in use Fire Extinguishers should be set out/made available to use	H	
004	Fire Suppression systems to be fitted to the CAT and Liebherr material handlers	H	
005	Fire breaks to be incorporated into material storage.	H	
006	Vehicle refueling area to be set up and marked up with Fire Extinguishers and a spill kit and to be clear of any material.	H	



mkbfire.com