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HEALTH & SAFETY POLICY

At Spacecare we recognise and accept that we are responsible for the health, safety and welfare of all of our employees, of subcontractors (when working on our sites) and of all others affected by their activities and for the impact of our business operations upon the environment. We further recognise that we must, at all times, ensure that the company complies with all relevant legislation and regulations.

It is the intent of the company to achieve this by:

- 1 providing a safe working environment through the control of the health & safety risks arising from our work activities
- 2 consulting with our employees on all matters affecting their health and safety and by identifying ways to improve our health & safety performance
- 3 providing and maintaining safe plant and equipment
- 4 providing adequate and sufficient information, instruction, training and supervision for our employees
- 5 providing safe systems of work
- 6 ensuring that sub-contractors are compliant on health and safety matters and share the goals of this general policy
- 7 identifying hazards and minimising risks to prevent accidents & cases of work related illness
- 8 providing a safe place of work and safe access and egress
- 9 monitoring our performance against our agreed objectives and being committed to continual improvement
- 10 reviewing and revising this policy as necessary and at regular intervals

Support, co-operation and consultation will also be sought from clients, other contractors and any other persons who might reasonably be expected to be included in such discussions. To this end, regular health and safety discussions will be held.

The allocation of duties for safety matters and the particular arrangements which will be made to implement this policy are set out in this document.

This policy statement is available to customers, suppliers and members of the public on request and is issued to employees during induction.

Keith Mitchell
Managing Director

Date: 14 / 9 / 11

2. RESPONSIBILITIES

Overall and final responsibility for health and safety is that of the Managing Director.

Day to day responsibility for ensuring this policy is put into practice is delegated to Operations Management however Administration has specific responsibility for the maintenance of the Integrated Management System (IMS).

To ensure standards are maintained, the following people have responsibility in the said areas:

Duty or Area of Responsibility (Health & Safety)	Day to Day Responsibility	
	1 st Line	2 nd Line
All work site based operations.	Operations Manager	Foreman Team Leaders Site charge Hands
Specific responsibility for vulnerable staff.	Operations Manager	Foreman
Assessment of Sub Contractors Yard & warehouse.	Operations Manager	Operations Support
Equipment Safety & Maintenance	Foreman	Operations Support
Maintenance of the IMS	Senior Administrator	
Maintenance of Staff Training Records	Senior Administrator	
Unit	Senior Administrator	

All employees have to:

1. Co-operate with Supervisors and Managers on health and safety matters.
2. Not interfere with anything provided to safe guard their health and safety.
3. Take reasonable care of their own health and safety and that of their colleagues and other persons who may be at risk.
4. Assist in achieving the aims and objectives of the Health & Safety Policy.
5. Report all health and safety concerns to their line manager.

3. ARRANGEMENTS

3.1 HEALTH & SAFETY RISKS ARISING FROM OUR WORK ACTIVITIES

Management of Health and Safety at Work Regulations 1999

Initial risk assessments are carried out by a suitably experienced employee of a supervisory grade or above. This assessment will focus on two areas:

1. Hazards & Risks associated with the Type of Work or Work Practices and Substances.

Here the assessment is only to ascertain as to whether the type of work or work practice falls within the company's competencies and therefore within our safe system of work. Additionally substances are assessed for the risk they pose to Health & Safety.

2. Hazards & Risks associated with the particular Site or Location

Here the assessment focuses on factors associated with the site that might make our activities more hazardous than if they were carried out under 'ideal conditions'. Additionally we assess the likely 'waste impact' of our task/job.

The outcome of the initial risk assessment (as described above) dictates the action that follows:

A. Within the Safe System

Assuming it is assessed that the type of work falls within our safe system, then the assessor must focus upon the hazards associated with the site or location. The assessor must evaluate what factors at the site or work location may potentially render otherwise safe working procedures more risky. From this assessment, site-specific control measures will be deduced in order to satisfactorily reduce any risk identified.

B. Outside the Safe System

If it is assessed that the type of work does not fall within our safe system then the assessor must instigate a full detailed task orientated risk assessment. This assessment must be carried out by a Company Director, Operations Manager, or Foreman and authority to proceed with such work can only be given by one of these members of staff.

In the case of A, above, the findings of the risk assessments will be 'briefed over' to the site Team Leader / Charge Hand and/or the Site Operatives by the person who carried out the risk assessment. A site-specific method statement may be necessary. Additional control measures proposed will be reviewed and approved by the Operations Manager.

In the case of B above, a method statement will always be prepared which deals with the findings of the detailed risk assessment (always carried out by either: a Company Director, Operations Manager, Foreman or Operations Support).

Both the method statement and the risk assessment will then be 'briefed over' to the Team Leader / Site Charge Hand and/or Site Operatives by the person who carried out the risk assessment. This person must also ensure that any additional training and supervision is provided to enable the Team Leader / Site Charge Hand and/or Site Operatives to carry out the work competently and safely.

Types of work or work practices, which are within our safe system of works, are listed at Appendix 1 along with the associated Risk Assessment and Training References.

In all cases it is the responsibility of Team Leader / Site Charge Hand and /or Site Operatives to comply with any additional working procedures that may be necessary to satisfactorily control risks.

The Operations Manager / Foreman will check during routine site visits that all control measures are being implemented.

With works outside the Safe System of Work, the Operations Manager / Foreman will review the risk assessment weekly (or sooner if the nature of the activity changes) and will brief over any amendments to the Team Leader / Site Charge Hand and/or Site Operatives as required.

Team Leaders / Site Charge Hands and/or Site Operatives have a responsibility to bring to the attention of the Operations Manager any concerns they may have during the site visits.

Guidance: INDG163 - 5 Steps to Risk Assessment

3.2 VULNERABLE WORKERS

Young Persons

The Health & Safety (Young Persons) Regulations 1997

Young persons under the age of 18 years of age will only be employed where circumstances allow for adequate supervision, and only after an assessment has been made of the risks involved in the type of work for which they are employed. Where plant machinery or work equipment is to be used the young person will be trained by a competent person and under constant supervision.

Guidance: INDG364 – The right start: Work Experience for Young People

Disabled Persons

The Disability Discrimination Act 2005

A suitable and sufficient assessment will be made (prior to the employment or placement of persons falling into the scope of the Act) of the facilities and access arrangements, where necessary access arrangements will be adapted. Very careful consideration will be given to ensure the health, safety & welfare of such persons,

especially the procedures dealing with emergencies and where necessary the evacuation of sites or premises. The Company is an equal opportunities employer; persons are employed on the basis of merit and skill.

New and expectant mothers at work

Where women of childbearing age are employed by Spacecare Ltd a risk assessment will be carried out to cover risks specific to new and expectant mothers.

When an employee notifies Spacecare Ltd in writing that she is pregnant, has given birth within the last six months or is breast-feeding and after taking normal precautions a significant risk to her health remains then the company will: -

- Temporarily adjust her working conditions and/or hours of work, if this is not reasonable or will not reduce the risk the company will;
- Offer her suitable alternative work, or if this is not feasible;
- Suspend her from work (with paid leave) for as long as necessary to protect her and the child's health and safety.

All female employees are instructed within their contracts of employment that they must inform the company management as soon as they are aware that they are pregnant to enable the appropriate control measures to be implemented.

Guidance: INDG373 – A Guide for new & expectant mothers who work

3.3 CONSULTING WITH EMPLOYEES

- **H&S (Consultation with employees) Regulation 1996**

Consultation with employees is provided via the Joint Health, Safety & Environmental Committee (JHSEC). This Committee meets on a quarterly basis and provides an open forum for discussion. The JHSEC consists of the following:

Managing Director
 Directors
 Operations Manager
 Senior Administrator (Sec)
 Employee Representative
 External H&S Advisor (On request)

Specifically, the JHSEC will review the tasks that fall within the Safe System of Work and ensure that staff training and procedures underpinning this safe system are satisfactory.

Guidance: INDG232 – Consulting employees on Health & Safety

3.4 INFORMATION, INSTRUCTION AND SUPERVISION

The Health & Safety Law Poster is displayed at our offices within the reception area.

Health and Safety advice is available from line managers or directly from any members of the JHSEC.

Young workers are treated as 'higher risk' and as such the training they receive is monitored separately by a Director via the Operations Manager / Foreman. The Operations Manager is responsible for alerting the Directors that a young person is working for the Company and the Operations Manager is then responsible for ensuring this fact is taken into account when undertaking a risk assessment. Under no circumstances are Young Workers to be allowed to work without supervision.

Our site operations usually take place in areas where another employer (often the client) has ultimate control of health and safety matters. Under these circumstances, the Operations Manager is responsible for ensuring that our employees are given any site specific health and safety information.

Guidance: INDG345 – H&S training, what you need to know

3.5 COMPETENCY FOR TASKS AND TRAINING

All employees are given training appropriate to their responsibilities in accordance with the Management of Health and Safety at Work Regulations. Within Spacecare Ltd, the Operations Manager or Foreman will normally carry out induction training for all new employees, although Office based staff will normally be inducted by the Senior Administrator. Induction training will cover Health and Safety awareness, company procedures etc.

Training is also specifically provided for work with hazardous substances, use of PPE and manual handling, as well as for use of all equipment. Being competent to carry out a task safely is central to operating a safe system of work. Appendix 1 lists the work practices that are currently within the safe system of work and therefore it is these tasks for which employees are trained. Training may be in-house or via an external training body such as LANTRA or NPTC – but in all cases training is documented with a hard copy kept in the employees' personnel files which are kept in the company offices. The up-keep of these records is the responsibility of the Senior Administrator.

Additional training needs will be identified by line managers however it is a core responsibility of the JHSEC to monitor the training provided and to ensure that this is commensurate with our safe system of work.

A programme of refresher training will be undertaken to keep employees up to date with legislation and industry best practise.

Guidance: Human Factors Briefing Note No.2 – Competency

3.6 CONTRACTORS

In order to ensure that competent contractors are appointed, Spacecare Ltd will scrutinise all sub-contract companies who undertake minor work by issuing questionnaires which must be returned along with other relevant health and safety information e.g. safety policy, method statements, risk assessments etc. before any work is commenced. When this action has been completed the contractors will be placed on an approved list for future consideration.

The Operations Manager will ensure that health and safety standards are monitored on all work that is undertaken by sub-contractors. The company will review the overall performance of contractors on a regular basis. Individual contractors whose standards do not meet those of Spacecare Ltd will be removed from the approved list.

After a contractor has undertaken work, the Operations Manager / Foreman will check that the work has been completed satisfactorily and the area has been left in a safe condition ensuring all debris and tools have been removed.

3.7 SAFE PLANT AND EQUIPMENT

- **Provision & Use of Work Equipment Regulations 1998 (PUWER)**

All work equipment (including electrical equipment) used at work as part of the Company's undertaking will comply with the Provision and Use of Work Equipment Regulations (P.U.W.E.R.).

The Operations Manager will ensure that all new equipment meets all appropriate health and safety requirements prior to purchase and will make an assessment to ensure that the equipment is suitable for its intended use. When undertaking procurement, account will be taken of the latest technology to maximise the protection offered to operators and to minimise any environmental impacts.

Employees are only permitted to use work equipment for which they have received specific training.

No employee will knowingly misuse work equipment or remove any safeguards that are in place to minimise a specified risk.

The Operations Manager will identify all equipment maintenance requirements and oversee the planned maintenance programme which will be based on manufacturer's guidance and industry best practice. All work equipment will be maintained and inspected at suitable intervals as detailed on the Equipment Maintenance Schedules either internally by the Maintenance Operative or another competent person or by specialist external companies. All maintenance / inspections of company equipment will be recorded in the relevant equipment file.

The Foreman will be responsible for reporting procedures with regard to defective plant / equipment and the initiation of non-scheduled maintenance. If any faults or damage are found with any equipment, it will no longer be used and will be reported

to the Operations Manager and recorded in the Maintenance Log. The defective equipment will be removed from use and tagged to indicate this.

Guidance: INDG291 – Simple guide to the Provision & Use of Work Equipment Regulations

3.8 WORK AT HEIGHT

- **The Work at Height (Amendment) Regulations 2007**

Work must not be undertaken until the necessary risk assessment and method statement have been completed and approved.

Towers

Towers will be erected by competent trained persons and used in accordance with the manufacturer instructions. If fabricated from tube and fittings they must comply with the relevant British Standard Code of Practice and the recommendations in the *Construction Health and Safety Manual*.

Mobile towers must never be moved when any person is aboard and must be inspected at the intervals required by *The Work at Height (Amendment) Regulations 2007*.

Ladders, Steps, Trestles etc

Will not be taken into use until:

- A full risk assessment has been produced explaining why a ladder / steps / trestles is / are to be used and the provisions made to prevent falls of persons or materials from such equipment.
- The person in charge of the site or other competent person has inspected them and is satisfied that they are serviceable (a record of inspections should be kept on site). Ladders will be secured, footed, or braced to prevent movement; fall arrest equipment may be required. (Note: - Footing a ladder will not prevent sideways movement and should only be considered as a last resort and the reason fully explained in the risk assessment.)

Guidance: INDG401 – The Work at Height Regulations 2005

3.9 CONFINED SPACES

The Confined Spaces Regulations 1997

Prior to entering into any confined space a suitable and sufficient assessment shall be produced in writing. The assessment must include information about the quality

of the air inside and immediately outside the confined space, the type of work to be undertaken, the duration of the work, how many persons are to enter, what equipment is to be used inside and immediately outside the confined space and must give precise information about emergency and evacuation procedures, what rescue and resuscitation equipment will be available and must give the names of the persons who are trained to carry out such rescues and use the resuscitation equipment.

3.10 MANUAL HANDLING

- **The Manual Handling Operations regulations 1992 (as amended in 2002)**

Manual Handling training is carried out with all employees as part of their induction training (Training Reference G2 Lifting, Carrying & Falls).

All works within our Safe System of Work, as listed in Appendix 1, include manual handling as one area of training required prior to employees being allowed to proceed with the relevant works.

The level of risk from manual handling is assessed by Operations Management for each Contract / Site prior to any works commencing. If found to be anything other than low, then additional assistance is provided through the use of additional manpower or suitable equipment to assist in the operation.

Guidance: INDG143 – Getting to grips with Manual Handling

3.11 DISPLAY SCREEN EQUIPMENT

Health and Safety (Display Screen Equipment) Regulations 1992 (as amended 2002)

Persons charged with duties where equipment as specified in the above regulations is under their control will ensure equipment and workstations comply. When carrying out a workplace / DSE assessment consideration must be given to the overall working environment in respect of glare, adequate lighting, heating and cooling, provision of fresh air, seating, space around and types of workstations provided.

Employees who use VDU's (Display Screens) for significant periods are advised to take regular short breaks and are entitled to (upon request) a free eye test, and if prescribed by a qualified optician basic level prescription spectacles at no personal expense, employees may wish to contribute towards fashion frames.

Guidance: INDG36 – Working with VDU's

3.12 SAFE HANDLING AND USE OF SUBSTANCES

- **Control of Substances Hazardous to Health (amendment) regulations 2004**

The Operations Manager / Foreman will identify any hazardous substances used during a work process and will obtain a material safety data sheet (MSDS) from the supplier prior to making an appropriate assessment of the risks from that substance, in line with the Control of Substances Hazardous to Health Regulations (COSHH). Alternative less harmful substances will be used wherever possible.

COSHH assessments will consider storage, handling, aspects of use, exposure, PPE requirements, workers health and emergency actions. They will also include an environmental assessment of each substance.

The JHSEC will ensure that actions identified in the assessments are implemented through the modification and updating of procedures and incorporating these new procedures within our safe system of work.

The Operations Manager will ensure that site based employees are informed about new COSHH assessments and any new procedures resulting from them. A copy of the relevant assessment will be given to each Team Leader and kept in their information folder which will be with them at all times.

The Senior Administrator will ensure that office based employees are informed about new COSHH assessments and any new procedures resulting from them.

The Operations Manager will ensure that all substances purchased are fit for our purposes and can be used safely. Any ambiguity in this area will be referred to the JHSEC.

An inventory of all substances and materials hazardous to health is held in the Operations Manager's office, containing all assessments, MSDS sheets and the maximum permitted holding on site information for each substance.

Assessments will be reviewed every 24 months or whenever a work activity, involving the use of a substance, changes.

Guidance: INDG136 – Working with substances hazardous to health

3.13 PERSONAL PROTECTIVE EQUIPMENT

- **The personal protective equipment at work regulations 1992**

Ultimately, the correct and appropriate PPE is the responsibility of individual operatives who put into practice their skills and knowledge gained from task specific training. Notwithstanding this, it is the responsibility of those in management and supervisory positions to train employees on the safe usage, storage and maintenance of PPE prior to issue and to offer additional training where required. All PPE issued will be recorded on the Equipment Issue Record which will be signed by employees on receipt of the equipment and kept in their personnel file.

The provision of appropriate PPE is the responsibility of the Operations Manager while the responsibility for procurement lies with the Foreman.

It is the responsibility of the JHSEC to assess the strategic PPE needs of the business and this is done in parallel with the on going assessment of tasks that lie within the Safe System of Work. When a new task is being considered for inclusion within the Safe System of Work then as part of this process consideration is given to the PPE needs associated with that task. These are then recorded in the relevant Training Schedule.

Much PPE in use is disposable however, where this is not the case, the inspection and maintenance of PPE is the responsibility of the Foreman and any defects or malfunctions of PPE must be reported to him.

3.14 ACCIDENTS, FIRST AID AND WORK RELATED ILL HEALTH

- **The Reporting of Injuries, Diseases & Dangerous Occurrences Regulations 1995 (RIDDOR)**
- **The Health & Safety (First Aid) Regulations 1981**

Health surveillance is required for employees doing the following jobs:

Office Staff	Annual eye tests. Annual general health interview.
Grounds Maintenance Staff involved with pesticide / herbicide application	Six Monthly general health interviews. Records kept of all illnesses reported.
Other Grounds Maintenance Staff	Six monthly general health interviews. Records kept of all illnesses reported.
Other non-site based staff	Six monthly general health interviews. Records kept of all illnesses reported.
Site based staff	Six monthly general health interviews. Records kept of all illnesses reported.
Designated Vulnerable Staff	Six monthly work practices interview.

The Operations Manager will control all health surveillance and the Senior Administrator will keep these records.

Suitably marked First Aid Kits are kept on each vehicle operating away from our offices. While it is rare for a trained first aider to be a member of a normal two man operating crew this fact must be recognised during the risk assessment and treated as an important factor. The location of site First Aid facilities will be made known to site operatives following arrangements with clients for our employees to use these facilities.

A suitably marked First Aid Kit is kept at our offices, located in the kitchen.

All accidents and cases of work related ill health must be reported to the Operations Manager or Foreman and the details recorded in the accident book. This book is kept at our offices and is maintained by the Senior Administrator. Serious accidents where hospital treatment is required must also be reported to the Senior Administrator as soon as possible after the incident. All accidents and near misses will be evaluated and where deemed necessary by the Manager holding 1st line

responsibility, an investigation will be undertaken using our Incident/Accident Investigation Report Form (Appendix 2).

It is the responsibility of the Senior Administrator to comply with RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) and to maintain copies of all such reports made. Details of possible reportable accidents are listed in the accident book.

Guidance: A Guide to the Reporting of Injuries, Diseases & Dangerous Occurrences Regulations 1995

INDG214 – First Aid at Work

3.15 DRIVING AT WORK

The company maintains and implements strict instructions on driving at work (G.15 Driving Company Vehicles) and in addition to compliance with road traffic law e.g. The Road Traffic Act and Road Vehicle (Construction and Use) Regulations takes its responsibilities under H&S Law very seriously.

In developing the Driving Company Vehicles instructions and evaluating the risks of driving at work consideration has, as a minimum, been given to:

- Driver Competence
- Vehicle Maintenance
- Journey Planning
- Hours of driving

Use of Mobile Phones whilst driving

Employees are not permitted to use personal mobile phones whilst driving. The company provides blue tooth enabled phones which can be answered if it is safe to do so. Under no circumstances should employees attempt to place calls whilst driving

3.16 ENVIRONMENT

The company conducts its operations to ensure compliance to all applicable environmental law, the requirements of ISO14001 and in line with the company's Environmental & Sustainability Policy.

3.17 WELFARE & FACILITIES

- **The Workplace (Health, Safety & Welfare) Regulation 1992**

The provision of suitable welfare facilities for our work force is essential and it is the responsibility of any manager instigating works to ensure that suitable clean toilet and washing facilities are available.

At our offices minimum standards are to be exceeded and improvements to facilities shall be the product of employee discussion at the JHSEC.

The nature of our operations makes the provision of on-site facilities more difficult, however, it is the responsibility of any manager instigating works away from base to ensure that toilet and washing facilities are available. This may involve the use of client facilities (with client authority which must be pre-cleared) or even public facilities, however, in the case of the latter these must be a reasonable distance from the area of work. Work teams should be briefed regarding welfare facilities as part of their normal pre-work briefing.

Where neither client, nor public facilities are available and staff are likely to attend site for duration of more than 1 day, then portable facilities are to be provided.

Guidance: INDG244 – Workplace health, safety and welfare: a short guide for Managers.

3.18 ALCOHOL AND DRUGS

All alcohol and drugs impair individual reaction speeds and it is not wise for individuals to be in the workplace after consuming any alcohol or drugs.

Under no circumstances will any employees: -

- Report for work in an unfit state due to use of alcohol or drugs.
- Be in the possession of any drugs whilst on the premises.

Drugs properly prescribed for medical treatment are permitted, provided such use does not adversely affect the person's ability to carry out the work for which he/she is employed in a healthy and safe manner. Employees should advise the Operations Manager if they have any medical condition or are taking medication that could affect their work or the health and safety of either themselves or others.

Failure to comply with this requirement will result in immediate removal of the subject person from the premises and the person being suspended on full pay pending formal disciplinary action.

3.19 PREVENTION OF TRESPASS

To protect the general public, steps are taken to prevent unauthorised access to Spacecare Ltd premises at all times. As a general policy yards are protected by a 2 metre fence and lockable gates. Gates remain locked at all times except when in physical use. Access to the units is prevented by alarmed entrances.

Additionally the site is also monitored out of hours by external security guards.

3.2 EMERGENCY PROCEDURES

- **The Fire Precautions (Workplace) Regulations 1997**

Our site operations usually take place in areas where another employer (often the client) has ultimate control of health and safety matters. Under these circumstances, the Operations Manager is responsible for ensuring that our site operatives are given details, and understand, the emergency procedures relating to that site.

Relating to our own offices, the Senior Administrator is responsible for ensuring the fire risk assessment is undertaken and the results of this are implemented via our evacuation plan.

Escape routes are checked weekly by the Senior Administrator.

Fire extinguishers are checked annually by a competent approved contractor.

Fire Alarms and Fire Activated Shutters are serviced annually by a competent approved contractor Ltd and are tested monthly by the Senior Administrator.

Emergency Evacuation is practiced annually.

Guidance: INDG370 – Fire & Explosions, How safe is your workplace

Environmental Incidents - Spillages

Environmental incident, e.g. large oil spills or large loss of herbicide/chemicals are to be dealt with in accordance with SP11 (for incidents occurring at our offices) and G23 (for incidents occurring on site). All incidents must be immediately reported to the Operations Manager and local Site Management.

Guidance: Getting Your Site Right - Industrial and Commercial Pollution Prevention

Appendix 1Works designated as within the Safe System of Works for Spacecare Limited (SCL)

The following index contains 'functions' or 'work' that, although not without risk, have been assessed and are covered by the Company's Safe System of Work.

Serial No	Function or Work Activity	Associated RA & Trg References
1	The operation of an administrative office at Halesfield 23	G1, G1a, G1b, G2,
2	The operation of a stores/warehousing and repair facility at Halesfield 23	G1, G1a, G1b, G2, G3, G14, G28, F1
3	The on-site repair of equipment.	G1, G1a, G1b, G2, G3, G7
4	Litter picking and rubbish removal duties.	G1, G2, G4, L1
5	Removal of Tipped Waste	G1, G2, G28, L1A
6	Weeding with hand tools.	G1, G2, G28, L2
7	Pruning and trimming works with hand tools.	G1, G2, G28, L2
8	Chemical weed control.	G1, G2, G23, L6
9	Cut back and trimming works with power tools.	G1, G2, G3, G23, G28 L10
10	Strimming.	G1, G2, G3, G23, G28, L11
11	Cutting of grass with pedestrian & ride on mowers.	G1, G2, G3, G23, G28 L13, L14
12	Planting works.	G1, G2, L7
13	Minor slabbing and paving works.	G1, G2, G3, G23, G28, F3, F4
14	Cleaning of windows, facia, signage and cladding.	G1, G2, G10, G12, G23, G25, G26
15	Excavating post holes. (fencing).	G1, G2, G3, G23, G28, F6
16	Excavating post holes using a breaker.	G1, G2, G3, G23, G28, F2, F5
17	Erecting vertical bar fencing.	G1, G2, G3, G23, G28, F2, F4, F13, F15, F16, F17
18	Erecting palisade fencing.	G1, G2, G3, G7, G23, G28, F2, F4, F7, F13, F15, F16, F17
19	Erecting weld mesh fencing.	G1, G2, G3, G23, G28, F2, F4, F13, F14, F15, F16, F17
20	Erecting wooden fencing systems.	G1, G2, G3, G23, G28, F2, F4, F13, F14, F15, F16, F17
21	Erecting chain link fencing.	G1, G2, G3, G23, G28, F2, F4, F13, F14, F15, F16, F17
22	On site MIG welding.	G1, G2, G3, F2, F8
23	Driving from site to site.	G1, G2, G3, G15, G16
24	Working from MEWPs	G1, G2, G3, G12, G23,
25	Graffiti removal	G1, G2, G3, G20, G23
26	Pavement Cleaning & Chewing Gum removal	G1, G2, G3, G20, G23
27	Pressure Washing	G1, G2, G3, G4, G7, G20
28	Window Cleaning	G1, G2, G4, G10, G12, G22, G25, G26